



**Board of Trustees - Regular Meeting  
Board of Trustees Governance Committee,  
Teaching and Learning Committee, Planning and  
Operations Committee, Facilities Committee and  
Resources Committee  
Tuesday, January 10, 2017 6:00 PM  
District Office, Board Room, 3801 Market Street,  
Riverside, CA 92501**

**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, 3rd Floor, 3801 Market Street, Riverside, California, 92501 or online at [www.rccd.edu/administration/board](http://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. PUBLIC HEARING (NONE)

III. CHANCELLOR'S REPORT

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

IV. BOARD COMMITTEE REPORTS

- A. Governance (None)

- B. Teaching and Learning

1. [Proposal for Funding Year One of the Strong Workforce Program at Moreno Valley College](#)

*The Committee to review the proposal for funding year one of the Strong Workforce Program at Moreno Valley College.*

2. [Proposal for Funding Year One of the Strong Workforce Program at Norco College](#)

*The Committee to review the proposal for funding year one of the Strong Workforce Program at Norco College.*

3. [Proposal for Funding Year One of the Strong Workforce Program at Riverside City College](#)

*The Committee to review the proposal for funding year one of the Strong Workforce Program at Riverside City College.*

4. [Proposed Curricular Changes](#)

*The Committee to review the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.*

5. [Grants Office Winter Report for 2016-2017](#)

*Information Only*

6. [Grants Report for Norco College](#)

*Information Only*

C. Planning and Operations (None)

D. Resources (None)

E. Facilities

1. [Change Order No. 2 for the Culinary Arts Academy and District Offices Project with Preferred Ceilings, Inc.](#)

*The Committee to review project Change Order No. 2 with Preferred Ceilings, Inc. in the amount of \$6,850.60; and the change order in excess of ten percent by a total of \$3,505.50.*

2. [Change Order No. 7 for the Henry W. Coil Sr., and Alice Edna Coil School for the Arts Project with Inland Building Construction Companies, Inc.](#)

*The Committee to review project Change Order No. 7 with Inland Building Construction Companies, Inc. in the amount of \$122,690.06; and the change order in excess of ten percent by a total of \$62,790.12.*

3. [Change Order No. 9 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.](#)

*The Committee to review project Change Order No. 9 with Inland Building Construction Companies, Inc. in the amount of \$7,922.73; and the change order in excess of ten percent by a total of \$179,170.47.*

4. [Change Order No. 10 for the Culinary Arts Academy and District Offices Project with J.M. Farnan Co., Inc.](#)

*The Committee to review project Change Order No. 10 with J.M. Farnan Co., Inc. in the amount of \$3,850; and the change order in excess of ten percent by a total of \$17,829.84*

5. [Change Order No. 13 for the Culinary Arts Academy and District Offices Project with Neal Electric](#)

*The Committee to review project Change Order No. 13 with Neal Electric in the amount of \$4,323.99; and the change order in excess of ten percent by a total of \$238,113.29.*

V. OTHER BUSINESS (NONE)

VI. CLOSED SESSION (NONE)

VII. ADJOURNMENT

## Agenda Item (III-A)

Meeting 1/10/2017 - Committee  
Agenda Item Chancellor's Report (III-A)  
Subject Chancellor's Communications  
College/District District  
Information Only

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### Background Narrative:

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

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

### Attachments:

None.

# Agenda Item (IV-B-1)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Teaching and Learning (IV-B-1)
Subject	Proposal for Funding Year One of the Strong Workforce Program at Moreno Valley College
College/District	Moreno Valley
Funding	N/A
Recommended Action	Recommended that the Board of Trustees review the proposal for funding year one of the Strong Workforce Program at Moreno Valley College.

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## Background Narrative:

The Strong Workforce Program plan for Moreno Valley College reflects the outcome of a college-wide, transparent planning process that took place beginning spring 2016 and during fall 2016 term. This collaborative strategic planning process involved faculty, staff and administrators. The items proposed in this plan will establish two new Career and Technical Education programs including Health Information Technology and Cyber Security in Allied Health fields; enhance public safety, corrections, fire and EMS programs with equipment and materials to simulate inter-agency emergency scenarios; increase the workforce competitiveness of medical assisting program with the addition of clinical externships; fund instructional materials for these programs; hire two faculty in the new programs; and hire an outreach specialist. The proposed items total \$635,006, the allocation designated for Moreno Valley College.

Prepared By: Irving Hendrick, Interim President, Moreno Valley College  
Melody Graveen, Dean of Instruction, CTE

## Attachments:

[Strong Workforce Program Moreno Valley College](#)  
[PPT Strong Workforce Plan](#)



Prepared by:  
Melody L. Graveen, Ed.D.  
Dean of Instruction, CTE

Following a college-wide, transparent planning process during the fall 2016 term, this Strong Workforce Program investment totals \$635,006 (including \$24,423 in indirect)

<b>Health Information Technology/ 1223.00</b>		<input checked="" type="checkbox"/> New Program <input type="checkbox"/> Existing Program		
Justification:	The Health Information Technology profession is in demand in the Inland Empire/Desert Region and there are currently no programs offered within the region. Development of this new program will include a Certificate of Completion (COC) in Medical Billing and Coding, leading to preparation for the Certified Coding Assistant (CCA) certification through the American Health Information Management Association (AHIMA), and an Associate of Science degree, which will prepare students to take the AHIMA certification exam for designation as a Registered Health Information Technician (RHIT). Moreno Valley College leveraged several funding sources for the development of the program. The Strong Workforce share will be used to hire the faculty/program director for development of the program and to lead the efforts in attaining external accreditation through the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) and to support professional development and initial accreditation costs for a total of \$157,804.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment**		0	0	25

<b>Outreach/ ALL</b>		<input checked="" type="checkbox"/> New Program <input type="checkbox"/> Existing Program		
Justification:	During our college-wide planning discussions for the Strong Workforce Program and planning for our CTE programs as a whole, the college faculty, staff, students, and administration agreed there is a need to invest in both outreach and in-reach, which is CTE specific, to educate our students and our community on the CTE programs available at Moreno Valley College leading to employment earning a living wage. Funding will be used to hire two outreach specialists, one for CTE programs at the college and one for Public Safety Education and Training programs at Ben Clark Training Center, and to provide supplies for a total of \$52,490.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment*		0	149	152

<b>Healthcare Cybersecurity/Information Assurance / 0702, 0708</b>		<input checked="" type="checkbox"/> New Program		
		<input type="checkbox"/> Existing Program		
Justification:	In response to discussions with our local healthcare providers, including Kaiser Permanente, there is a need in the healthcare field for cybersecurity/information assurance professionals who understand the specialized environment in which healthcare professionals work. As an emerging field, Moreno Valley College has the opportunity to be on the leading edge in creating a program which will allow for transfer to a four-year program in cybersecurity while addressing the special needs of the healthcare field. The Strong Workforce share will be used to hire the faculty/program director for development of the program, to support professional development, and to purchase supplies for a total of \$141,885.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment**		0	0	25

<b>Police Academy/ 2105.50</b>		<input type="checkbox"/> New Program		
		<input checked="" type="checkbox"/> Existing Program		
Justification:	Moreno Valley College will leverage funding from the Strong Workforce Plan Local Share and our current HSI Title 5 grant to develop a Regional Scenario Village where college and high school students in public safety and healthcare pathways may practice teamwork, using the skills they learned in the classroom in a realistic and multidiscipline environment. Students, educators and industry partners from Emergency Medical Services (EMS), fire departments, law enforcement, and the healthcare industry will be able to work in an intra-professional education and training environment. The village would also be a center where precollege students may explore public safety pathways. Funding for the planning and development of the Regional Scenario Village will total \$200,000.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment*		9	18	19

<b>Corrections/ 2105.10</b>		<input type="checkbox"/> New Program		
		<input checked="" type="checkbox"/> Existing Program		
Justification:	Riverside County Sheriff's Department' Corrections Division has defined critical staffing level requirements for jail facilities to operate in a manner that provides basic safety and security of inmates, staff, and the public. An increase in deputies, sworn and non-sworn, must be staffed at each jail. In addition, there is an increase in non-violent offenders being sent to county jails as a result of AB 109. These inmates require maximum security housing, which in turn requires additional staff. The Riverside Sheriff's Department currently has a 19% vacancy rate for Corrections Deputies and Corporals, and in order to meet current staffing needs, requires an estimated 1,200 sworn Deputy Sheriffs and Corrections deputies over the next 5 years. Corrections recruits will go through an extensive hiring process and once hired, will complete the required academy training at Moreno Valley College's Ben Clark Training Center.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment*		5	10	15

<b>Clinical Medical Assistant/ 1208.10</b>		<input type="checkbox"/> New Program		
		<input checked="" type="checkbox"/> Existing Program		
Justification:	Moreno Valley College currently has a Medical Assisting program, which does not include a clinical component. Due to the labor market demand in the Inland Empire/Desert Region, we will invest \$58,404 dollars in the development of a clinical component for our medical assistant program. The investment will include funding for additional part-time faculty to teach and monitor the clinical portion of the program and we will leverage the services of the employment placement coordinator to identify locations for clinical hours and find positions for placement upon completion of the program.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment *		7	8	19

\*Enrollment projections were based upon a 2% increase for existing programs except for Medical Assisting during the 2018-19 year where 5% was used due to the planned addition of a clinical component to the program.

\*\*Enrollments for new programs were not projected until the 2018-19 year due to the time needed to submit the program through the district, regions, and, state curriculum processes.



# **Answering the Call for More and Better Career and Technical Education**

## **Strong Workforce Local Share Plan July 1, 2016 – December 31, 2018**

**Presentation for Teaching and Learning Committee,  
Riverside Community College District  
Board of Trustees**

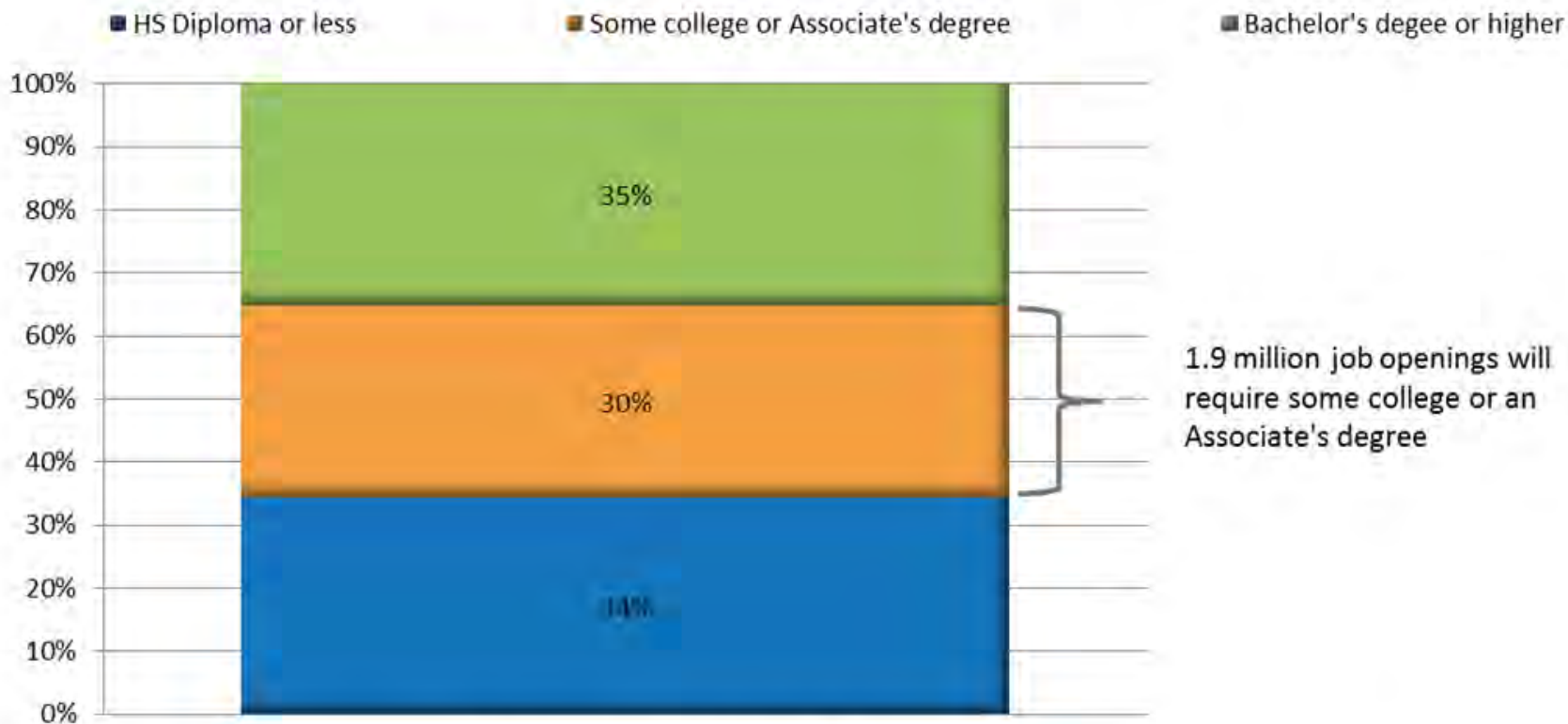
Dr. Robin Steinback, Dr. Melody Graveen, Dr. Kevin Fleming, Ms. Kristine DiMemmo

January 10, 2017

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# A Call for More and Better CTE

California's Job Openings by Education Level  
2015-2025



Data source: Georgetown University Center on Education and the Workforce, "Recover: Job Growth and Education Requirements Through 2020," State Report, June 2013.  
Analysis: Collaborative Economics

# Strong Workforce Program

## Division 7, Title 3 Education Code Section 88820-88826

Funding must **increase quantity** and/or **improve quality** of CTE.

- **Expand enrollment** in an existing CTE program,
- **Improve the quality of existing** CTE programs, or
- Create **new CTE programs**

Plans must be based on **evidence of demand** for workers within the funded CTE Programs

- Identify **labor market demand** and reduce **supply gap**
- Cite **source** of labor market information
- Target specific occupations at or above livable wages and for which there is a **supply gap**

**Performance accountability** - Document, Track and measure progress in closing equity gaps in program access and completion and earnings of underserved demographic groups

Strong Workforce Program metrics

- Course enrollments
- Completion of Certificate or Degrees (credit and noncredit local certificate, credit or noncredit Chancellor's Office approved certificate, associate degree or applied bachelor's degree)
- Transfer to four-year institution
- Employment Rates 2<sup>nd</sup> and 4<sup>th</sup> fiscal quarter following completion
- Employment in job closely related to field of study
- Median earnings in 2<sup>nd</sup> fiscal quarter Earnings
- Percentage change in median earnings one-year after exiting
- Proportion of completers who attained a living wage

# Allocation: Inland Empire/Desert Region

- Inland Empire/Desert Region (9.6% of total)      \$19,258,893
  - 60% Local Share – College specific programs
    - RCCD Colleges      \$ 2,918,223
      - Moreno Valley College      \$ 635,006
      - Norco College      \$ 595,609
      - Riverside City College      \$ 1,687,608
  - 40% Regional Share for inter-college collaboration      \$ 7,703,557

# Categorical Program with Local Flexibility and Accountability

- Outcome/Performance based variables for success
- Maximum flexibility in use of funds, provided follow intent of SWP program guidelines, follows reasonable standard, does not supplant and does not include expenditures that would not survive the ‘front-page of the newspaper test.’
- Eligible Expenditures:
  - New Equipment
  - Material & Supplies (Start Up)
  - Library Acquisitions
  - Publications/Outreach/Marketing
  - Instructional Salaries & Benefits
  - Non-Instructional Salaries & Benefits
  - New/Remodeled/Repurposed Facilities
  - Other Operating Expenses

**Moreno Valley College  
Strong Workforce Plan  
July 1, 2016 – December 31, 2018  
\$635,006**

**Dr. Melody Graveen/Mr. Art Turnier  
Dean of Instruction, Career Technical Education**



**MORENO  
VALLEY  
COLLEGE**

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# Establish New CTE Certificate and A.S. Degree Programs

- **Health Information Technology**

- Certificate of Completion in Medical Billing and Coding will prepare graduates for Certified Coding Assistant with certification through American Health Information Management Association (AHIMA)
- Associate in Science degree will prepare graduates for certification through AHIMA as Registered Health Information Technician
- Hire one full-time faculty program director with discipline expertise and industry contacts to develop curricula, externship infrastructure, proposal for initial national accreditation through Commission on Accreditation for Health Informatics and Information Management (CAHIIM)
- Professional development
- Currently no programs offered within region
- Regional labor market demand: 90 job openings per year\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion, Transfer, Employment

\* 2015-2020

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# Establish New CTE Certificate and A.S. Degree Programs

- **Cyber Security (Healthcare) /Information Assurance**
  - Emergent field will address need in healthcare fields for cyber security/information assurance professionals who understand the specialized environment in which healthcare professionals work
  - Program developed in response to and collaboration with major regional healthcare providers
  - Certificate of Completion and transfer preparation
  - Hire one full-time faculty program director with discipline expertise and industry contacts to develop curricula, externship infrastructure, transfer pathways to regional universities
  - Professional development and supplies
  - Regional labor market demand: 213 job openings per year\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion, Transfer, Employment

\* 2015-2020





# Enhance Quality of Existing CTE Programs

- **Medical Assisting – Clinical Medical Assisting**
  - Add clinical component to existing medical assisting program
  - Curricula and externships to enhance employability of graduates
  - Prepare graduates for certification
  - Hire coordinator to develop and maintain quality externship experiences, monitor and evaluate students in clinical placements
  - Instructional materials and supplies
  - No other college within region offers clinical medical assisting
  - Regional Labor Market Demand: 422 job openings for clinical medical assistants per year\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion, Employment

\* 2015-2020

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# Enhance Quality of Existing CTE Programs in Public Safety Education

- Develop a Regional Scenario Village that creates realistic, multidisciplinary training environment for students in public safety and healthcare pathways
- Provides for practice, feedback and method of evaluation of teamwork and technical competencies in scenarios that emulate circumstances in which law enforcement, fire and EMS professionals often interact
- Create opportunity for high school students (and other interested adults) to explore public safety pathways
- Strengthens partnerships with high schools by connecting their public safety and healthcare pathways with MVC and RCCD programs
- Enhance existing courses and develop additional courses for advanced officer training, workforce development/continuing education for other public safety professionals
- Increase visibility of public safety professions in outreach and recruitment
- Consultants, Curriculum development, equipment
- Regional Labor Market Demand: 352 job openings for basic peace officers and other advanced sworn officers, 211 corrections officers per year\*



SWP Metrics Impacted: CTE Enrollments, CTE Completion,

\* 2015-2020

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# Enhance Support and Effectiveness

- Refine CTE pathways from local high schools into CTE programs
- Increase visibility of CTE programs in the college, community and with employers through specialized and focused outreach, recruitment activities and targeted marketing
- Hire two Outreach Specialists to promote programs and assist with recruitment
- Leverage Employment Placement Coordinator services to focus on preparation and placement of graduates into jobs/careers

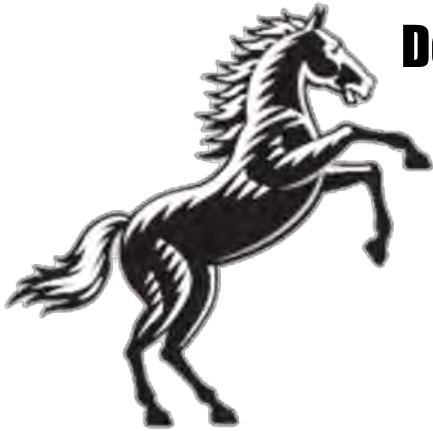
SWP Metrics Impacted: CTE Enrollments, Employment

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**Norco College**  
**Strong Workforce Plan**  
**July 1, 2016 – December 31, 2018**  
**\$595,609**

**Dr. Kevin Fleming,**  
**Dean of Instruction Career Technical Education**



**NORCO**  
**COLLEGE**

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# Establish New CTE Certificate and A.S. Degree Programs

- **Business Information Worker**
  - Regional labor market demand: 4,000 job openings per year\*
- **Construction Management**
  - Regional labor market demand: 94 job openings per year\*
- **Facilities Maintenance**
  - No other program in region
  - Regional labor market demand: 700 job openings per year\*
- **Sound & Communication System Installer Apprenticeship**
  - Smart systems in partnership with International Brotherhood Electrical Workers (IBEW)
  - Explore feasibility implementing other industry certifications
  - Regional labor market demand: 34 job openings for state journeymen per year\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion and Employment

\* 2015-2020



# Career Center for Students

Full-time Career Center Director will provide students with:

- Career exploration
- Employability skills & Resume development
- Internships, work experience, and job placement services
- Coordinate industry engagement, industry panels and tours
- Post job announcements
- Host career fairs each semester

SWP Metric Impacted: Employment



# Remove Obstacles to Student Success

Supports low-income students by providing them with:

- Books and instructional materials
- Industry certification fees needed for employment
- Required vaccines and testing for the Early Childhood Education programs (LMI: 749 job openings per year\*)

SWP Metric Impacted: CTE completion

\* 2015-2020



# Dean of Community and Workforce Development

Will report to Vice President Academic Affairs and in collaboration with Dean of Instruction CTE will support existing and new CTE programs by providing leadership to college workforce development initiatives:

- Career pathways
- Accelerated certificate programs
- Work-based learning, paid internships
- Apprenticeship and pre-apprentice programs
- Regional/County Initiatives
- Workforce Investment Board & American Career Center engagement

SWP Metrics Impacted: CTE Enrollment, CTE Completion and Employment





**Riverside City College  
Strong Workforce Plan  
July 1, 2016 – December 31, 2018  
\$ 1,567,119**

**Ms Kristine DiMemmo  
Dean of Instruction, Career Technical Education**



# Establish New CTE Certificate and A.S. Degree Programs

- **Business Administration – Hospitality Management**
  - Comprehensive feasibility study, curriculum development
  - Regional labor market demand: 1,000 job openings per year\*
- **Cosmetology Esthetician Training**
  - Curriculum development, instructional materials, supplies and equipment, travel
  - Regional labor market demand: 717 job openings per year\*
- **Certified Nursing Assistant**
  - Program Director, student success mentors, marketing and outreach specialist
  - Contributes to Center for Excellence status for RCC Nursing Department
  - Regional labor market demand: 48% increase in job openings per year\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion and Employment

\* 2015-2020

# Enhance Quality of Existing CTE Programs

- **National Accreditation for Business Administration**
  - Accreditation Council for Business Schools and Programs (ASBSP) will provide students with opportunity to transfer with distinction
  - Regional labor market demand: 15% growth in business information systems jobs\*
- **Certification for Cyber Security Program**
  - Homeland Security CAE2Y program, Cyber Patriot and ACM Competition and transportation fees, supplies
  - Regional labor market demand: 18% growth in Information Security Analyst Positions\*
- **Film, Television, Video, Applied Digital Media and Fine Arts - Equipment**
  - Integrated program expansion with comprehensive MAC lab, audio and video editing software, professional development
  - Regional labor market demand: 9% growth in job openings for film and video editors, 5% growth for multimedia artist, animators, graphic designers\*

SWP Metrics Impacted: CTE Enrollment, CTE Completion, Transfer and Employment

\* 2015-2020

# Enhance Quality of Existing CTE Programs

- **Nursing Program - Equipment**
  - Equipment refresh and acquisition state-of-art equipment will contribute to competitiveness of graduates
  - Regional labor market demand: 26% growth in job openings per year\*
- **Welding Technology - Equipment**
  - Increase number of available welding booths with fume extraction and exhaust, instructional equipment and supplies
  - Regional labor market demand: 20% growth in job openings per year\*
- **Sign Language Interpreting Preparation Program Expansion**
  - Program expansion includes program coordinator stipends, dispatcher and assistants positions, mentors, testing fees, materials and supplies, professional development
  - Regional labor market demand: 40% growth in job openings per year\*
- **Early Childhood Education**
  - Professional development, instructional equipment and supplies
  - Regional labor market demand: 24% growth in preschool teachers, assistants and workers especially in recreation and special education

SWP Metrics Impacted: CTE Enrollment, CTE Completion and Employment

\* 2015-2020

# Student Success Mentor Program

- **Student Success Mentor Program** is an academic assistance program that increases student performance and retention within CTE programs:
  - Weekly review sessions to students enrolled in targeted courses
  - Collaborative learning techniques to improve comprehension and success
  - Staffed with Mentor Coordinator, Student Success Mentors
  - Furnished and Equipped

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SWP Metrics Impacted: CTE enrollment, CTE completion

# Enhance Student Support and Institutional Effectiveness

- **CTE Engagement Center** will provide students with opportunity to:
  - connect with one another,
  - foster relationships with industry partners and employers
  - participate in apprenticeship and internship opportunities
  - engage with faculty career coaches, CTE counselors, and job placement coordinator
- **Support Positions:** Grant Reporting and Research Analyst, Job Placement Coordinator, and Marketing and Media Specialist
  - These positions are designated to collection and reporting of data for SWP reporting, tracking of student completion and employment and identifying effective ways to market programs

SWP Metrics Impacted: CTE Enrollment, CTE Completion and Employment

# **Inland Empire/Desert Regional Consortium**

## **(\$7,703,557)**

- RCCD is fiduciary agent for Inland Empire/Desert Regional Consortium (Has been for 20 years!)
  - RCCD will administer SWP Regional Share per approved governance structure of stakeholders
    - Recommendation of IE/DRC Steering Committee
    - Determination of IE/DRC Executive Committee
  - Process to Date:
    - September – October: Dozens of small planning workgroup meetings organized around specific industry sectors and specific SWP Taskforce recommendations; regional planning, including meetings with civic and industry leaders
    - November: 268 individuals participated in review and scoring of regional proposals at 2 region-wide stakeholder meetings
    - December: Steering Committee developed recommendations for regional plan and initial budget allocation.
    - January 4: Executive Committee endorsed funding recommendations forwarded by IE/DRC Steering Committee
    - January 5-13 : Regional plan published for commentary from region stakeholders
    - By January 31, Executive Committee finalizes and certifies IE/DRC Regional Plan
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## **Conclusion of Presentation**

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## Agenda Item (IV-B-2)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Teaching and Learning (IV-B-2)
Subject	Proposal for Funding Year One of the Strong Workforce Program at Norco College
College/District	Norco
Funding	N/A
Recommended Action	Recommended that the Board of Trustees review the proposal for funding year one of the Strong Workforce Program at Norco College.

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### Background Narrative:

The Strong Workforce Program plan for Norco College reflects the outcome of a college-wide, transparent planning process that took place during the fall 2016 term. This collaborative strategic planning process involved faculty, staff and administrators. The items proposed in this plan will support the establishment of four new Career and Technical Education programs; establish an Office of Community and Workforce Development; fund a full-time Career Center Director to provide students with work-based learning and employment placement services; and pay for instructional materials, industry certifications and vaccines for low-income students. The proposed items total \$595,609, the allocation designated for Norco College.

Prepared By: Bryan Reece, President Norco College

Dr. Kevin Fleming, Dean of Instruction, Career and Technical Education  
Colleen Molko, Associate Dean, Career & Technical Education

### Attachments:

[Norco College Strong Workforce Plan](#)



Prepared by:  
Dr. Kevin Fleming and Colleen Molko

Following a college-wide, transparent planning process during the fall 2016 term, this Strong Workforce Program investment totals \$595,609 (including \$22,908 in indirect).

<b>Career Center Director @ 100%</b>		<input checked="" type="checkbox"/> New Program		
		<input type="checkbox"/> Existing Program		
Justification:	This new position will provide all CTE students with resume development, internships, career exploration, work experience, and job placement services as well as coordinate industry engagement, post job postings, host career fairs, and coordinate industry panels and tours. Rationale: Research shows that incorporating work-based learning into students' educational preparation increases success in employment after graduation. Norco College currently does not have any fulltime management or classified personnel to support this vital function. Thus, funding this position is anticipated to positively impact the Strong Workforce Program metric of employment. The cost of this position for 19 months is \$256,792.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
2nd Quarter Employment			1% increase	2% increase
4th Quarter Employment			1% increase	2% increase

<b>Business Information Worker / [TOP 0514]</b>		<input checked="" type="checkbox"/> New Program		
		<input type="checkbox"/> Existing Program		
Justification:	This new certificate and Associate of Science degree in Business Information Worker is designed to provide students with practical, career-oriented skills for professional office environments using current industry technologies. Students will receive hands-on experience in the fundamentals of business communications and human relations in addition to the basics of keyboarding, the Windows environment, Word, Excel, and Outlook, and introductory computer information systems concepts. In addition, students will be introduced to, and guided through, job search, resume writing and interview skills specific to the entry-level positions in a variety of office environments. After successful completion of the Business Information Worker Certificate of Achievement employment possibilities include: General Office Clerk, Retail Salesperson, Customer Service Representative, Receptionist and Information Clerk. Establishing this program is anticipated to positively impact the Strong Workforce Program metrics of CTE enrollment, CTE completion and employment.			
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment			60	80
Completions				20
2nd Quarter Employment				2% increase
4th Quarter Employment				2% increase

<b>Remove Obstacles to Student Success</b>		<input checked="" type="checkbox"/> New Program
		<input type="checkbox"/> Existing Program
Justification:	This funding will remove obstacles to student success across all CTE programs by allocating a maximum of \$11,589 to purchase books and instructional materials for students and pay for CTE industry certification costs that students need in order to become successfully employed. Rationale: Supporting low-income students with these items is expected to positively impact the Strong Workforce Program metric of CTE completion.	
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>
		<b>2017-18</b>
		<b>2018-19</b>
Completions		1% increase
		1% increase

<b>Vaccines for Low-Income Early Childhood Education Students / [TOP 1305]</b>		<input type="checkbox"/> New Program
		<input checked="" type="checkbox"/> Existing Program
Justification:	Recent changes in the law expand the number of vaccines Early Childhood Education (ECE) students are required to have before having contact with children. This proposal will allocate a maximum of \$4,800 to pay for vaccines for low-income students who cannot afford them. Rationale: Providing low-income students with the required vaccines will allow them to enroll in and complete an ECE program of study. Implementation of this proposal is expected to positively impact the Strong Workforce Program metric of CTE completion.	
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>
		<b>2017-18</b>
		<b>2018-19</b>
Completions		2% increase in ECE
		Maintain 2% increase in ECE

<b>Dean of Community and Workforce Development</b>		<input checked="" type="checkbox"/> New Programs
		<input type="checkbox"/> Existing Program
Justification:	This position will coordinate and provide leadership to college workforce development initiatives. College efforts in supporting career pathways, work-based learning, job placement, paid internships, accelerated certificate programs, and apprenticeship opportunities will be developed and expanded. Rationale: Implementation of this proposal is expected to positively impact the Strong Workforce Program metrics of CTE enrollment, CTE completion and employment, grow relationships with industry for student internships, and provide increased support for industry advisory boards for new CTE programs including Business Information Worker (TOP Code 0514), Construction Management (TOP Code 0957), Facilities Maintenance (Top Code 0952), and Sound & Communication System Installer (TOP Code 0934.30). The cost of this position is \$322,428 for 21 months.	
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>
		<b>2017-18</b>
		<b>2018-19</b>
Enrollment		180
Completions		65
2nd Quarter Employment		1% increase
4th Quarter Employment		2% increase
		2% increase

<b>Construction Management / [TOP 0957]</b>		<input checked="" type="checkbox"/> New Program	
		<input type="checkbox"/> Existing Program	
Justification:	This new certificate and Associate of Science degree will prepare residents to understand the people and principle phases involved in the management of construction projects. This program will introduce the skills required to effectively manage and supervise a construction team. This includes understanding the basics for estimating, scheduling, and controlling costs of a construction project. Completion of this program prepares students for gainful employment as a construction manager, foreman, construction area manager, construction superintendent, or construction project manager. Establishing this program is anticipated to positively impact the Strong Workforce Program metrics of CTE enrollment, CTE completion and employment.		
<b>PROJECTED INCREASE:</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		40	50
Completions			15
2nd Quarter Employment			2% increase
4th Quarter Employment			2% increase

<b>Facilities Maintenance / [TOP 0952]</b>		<input checked="" type="checkbox"/> New Program	
		<input type="checkbox"/> Existing Program	
Justification:	This new certificate and Associate of Science degree will provide students skills in: safety standards, technical math, blueprint reading, troubleshooting, preventative maintenance, drive components, lubrication, bearings, wiring methods, hydraulics, pneumatics, basic electricity, technical communication and more. Students will learn and apply maintenance methods to repair and maintain commercial or industrial machinery in buildings, in a plant or factory setting, and ensure the machines' proper functionality. The Facilities Maintenance program prepares students for jobs such as entry-level facility maintenance technician, field service technician, industrial maintenance technician, maintenance mechanic, or maintenance repair mechanic. Establishing this program is anticipated to positively impact the Strong Workforce Program metrics of CTE enrollment, CTE completion and employment.		
<b>PROJECTED INCREASE:</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		60	80
Completions			20
2nd Quarter Employment			2% increase
4th Quarter Employment			2% increase

<b>Sound &amp; Communication System Installer / [TOP 0934.30]</b>		<input checked="" type="checkbox"/> New Program
		<input type="checkbox"/> Existing Program
Justification:	A Sound & Communication System Installer is a sub-set of Electricians who specialize in low voltage electronic and control systems equipment such as sound, pro-audio/video, fire/burglar, security/CCTV, access control, telephone/data and computer systems integration. This apprenticeship certificate and Associate of Science degree will create a second/new three-year apprenticeship program with the International Brotherhood of Electrical Workers (IBEW). The goal of the Sound & Communication Systems Installer Apprenticeship Program at Norco College will be to provide electrical apprentices with the up-to-date knowledge and technical skills to complete the California state requirements to begin a career as a licensed journeyman. The program will allow students to work in the trade, increasing their skill set, while both taking classes and earning a living wage. Establishing this program is anticipated to positively impact the Strong Workforce Program metrics of CTE enrollment, CTE completion and employment.	
<b>PROJECTED INCREASE:</b>		
	<b>2016-17</b>	<b>2017-18</b>
Enrollment		20
Completions		10
2nd Quarter Employment		1% increase
4th Quarter Employment		1% increase

## Agenda Item (IV-B-3)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Teaching and Learning (IV-B-3)
Subject	Proposal for Funding Year One of the Strong Workforce Program at Riverside City College
College/District	Riverside
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees review the proposal for funding year one of the Strong Workforce Program at Riverside City College.

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### Background Narrative:

The Strong Workforce Program plan for Riverside City College reflects the outcome of a strategic planning process that involved faculty, staff and administrators. The items proposed in this plan will support the following: Student Success Mentor Program; Expansion of Nursing Program; Business Administration; Cosmetology Esthetic Training Program; Computer Information Systems; FTV, ADM, Fine Arts; CTE Engagement Center; Sign Language Interpreter Preparation Program; CTE Marketing and Media; Welding Technology Equipment and Supplies; and Early Childhood Education. The total allocation for RCC is \$1,687,608.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Kristine DiMemmo, Dean of Instruction

### Attachments:

[RCC Strong Workforce Plan](#)



Prepared by:  
Kristine Di Memmo, Dean of CTE

Following a college-wide, transparent planning process during the fall 2016 term, these Strong Workforce Program Investment combined total \$1,687,608 (including \$64,907 in indirect costs).

**New Programs**

The new programs are those identified through analysis of Labor Market Indicators (LMI), along with integrated Program Review data and Educational Master Plan goals and targets.

<b>Business Administration – Hospitality Management (050200, 051400, 070100)</b>		<input checked="" type="checkbox"/> New Program	
		<input type="checkbox"/> Existing Program	
Justification:	Hospitality Management is a growing sector at RCC. Community Colleges within the region are awarding 21, on average, awards every year, and the demand indicates that over 1000 annual jobs are anticipated in the field of Hospitality Management. A Feasibility study will be conducted to provide a comprehensive analysis that will align with the recommendations from the Educational Master Plan. (\$5,000)		
<b>PROJECTED INCREASE :</b>		<b>2016-17</b>	<b>2017-18</b>
2 <sup>nd</sup> Quarter Employment			1%
4 <sup>th</sup> Quarter Employment			1%

<b>Cosmetology Esthetic Training Program (300700)</b>		<input checked="" type="checkbox"/> New Program	
		<input type="checkbox"/> Existing Program	
Justification:	The Cosmetology program, reviewing projected employment data, projects that Cosmetology students will be far more prepared to serve the region, if they are also prepared as estheticians. This requires expansion of Cosmetology to include a new program of Esthetic Training to include equipment, supplies, travel and program/curriculum development and implementation. (\$56,420)		
<b>PROJECTED INCREASE :</b>		<b>2016-17</b>	<b>2017-18</b>
Enrollment		25	45
Completions			25

<b>Certified Nursing Assistant (513801, 513901, 513902)</b>		<input checked="" type="checkbox"/> New Program	
		<input type="checkbox"/> Existing Program	
Justification:	The employment needs associated with Certified Nursing Assistants is growing. This new program will allow RCC to meet the employment needs of our region, while providing an opportunity for nursing students to complete certificates while completing graduation and transfer requirements. First year will be to complete Curriculum, second year and third year will report enrollment and completion data. This is a new certificate program. This proposal includes a Program Director for 30 months, Student Success Mentors, Marketing and an Outreach Specialist (.5 for 30 months). (\$190,008).		
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>
Enrollment		40	80
Completions		40	80

<b>CTE Engagement Center - all CTE TOPS Codes</b>		<input checked="" type="checkbox"/> New Program		
		<input type="checkbox"/> Existing Program		
Justification:	One of the most successful strategies in student success and access is to engage students. A CTE Engagement Center (both face-to-face and online) provides students the opportunity to connect with one another, foster relationships with industry partners and employers, participate in apprenticeships and internship opportunities, participate in guest speaking engagements, engage with Faculty Career Coaches (Faculty Ed Advisors), Job Placement Coordinator, Counselors and Ed Advisors. This engagement center provides support to all RCC CTE students whether they are on campus, or attending online. This proposal includes furniture and equipment, apprenticeship and internship opportunities, dedicated CTE Counselor (for 30 months), Professional Development opportunities, and Career Coach stipends for faculty. (\$302,432).			
<b>PROJECTED INCREASE :</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment			80+	150+
Completions			15	25
2 <sup>nd</sup> Quarter Employment			1% increase	2% increase
4 <sup>th</sup> Quarter Employment			1% increase	2% increase

<b>Student Success Mentor Program (Mentors and Specialist) – all CTE TOPS Codes</b>		<input checked="" type="checkbox"/> New Program		
		<input type="checkbox"/> Existing Program		
Justification:	The Student Success Mentor (SSM) Program is an academic assistance program that increases student performance and retention. SSM provides weekly review sessions to students enrolled in a targeted courses. SSM sessions are interactive review sessions that incorporate course content, and provide students innovative ways to be successful. This proposal includes a (.5) Mentor Coordinator, student success mentors, furniture and equipment. (\$117,579)			
<b>PROJECTED INCREASE :</b>		<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Completions			1% increase	1% increase
Transfers			1% increase	1% increase

### **Expansion of Existing Programs**

The short-term plan is to upgrade the quality of existing programs. The work is in progress with a long range integrated plan that will create career ladders and completion opportunities.

<b>Business Administration Accreditation (050200, 051400, 070100)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	In order to upgrade the existing program quality of our Business Administration and Information Systems program, additional accreditation is being sought through the Accreditation Council for Business Schools and Programs (ACBSP). ACBSP is a specialized accrediting body that reviews the quality and integrity of business information systems degree programs. The educational quality of a business information systems program is determined by a variety of inputs into the educational process, the educational activities related to teaching/learning		



	processes and the outcomes of these processes. This accreditation will provide students the ability to transfer to four year institutions with distinction that rigorous criteria was met to indicate a high and acceptable level of educational quality. This proposal includes application for candidacy fees, mentor fees, conference and travel and supplies and materials. (\$25,950).		
<b>PROJECTED INCREASE :</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
Transfers		1% increase	2% increase

<b>Computer Information Systems (070100)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	The Cyber Security program, to be registered with the Department of Homeland Security requires Certification Costs through the CAE2Y program. This certification provides additional validity to the certificates that our students are getting, and in turn provides students the appropriate education to attain Information Security Analyst positions that are expected to grow by 18% over the next 5 years. Additionally, students pursuing this pattern will also be able to participate in the CyberPatriot competition which provides students the ability to participate in a statewide competition that supports innovative ways to promote security measures. This proposal includes CAE2Y certification costs, CyberPatriot competition fees, ACM Programming Competition fees, transportation and supplies. (\$70,200)		
<b>PROJECTED INCREASE :</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
Transfers		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment			2% increase
4 <sup>th</sup> Quarter Employment			2% increase

<b>Film, Television, Video, Applied Digital Media and Fine Arts 060420/061400, 061450, 103000)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	Working collaboratively, FTV, ADM and Fine Arts (MUS and ART) have identified a need for a comprehensive MAC Lab that supports all three departments, along with new audio/video editing software (AVID), and new equipment to support programmatic expansion in all three areas. This MAC lab helps students meet the needs associated with Multimedia Artists and Animators, Technical Theater, along with Graphic Designers, and Audio/Video editors. The occupational data indicates that the growth margin for graphic designers and animators is projected at 5% over the next 5 years, while jobs in Audio and Video editing are projected to grow by 9% over the next 5 years. This proposal includes Applied Digital Media equipment, the MAC lab equipment, AVID software for editing, and FTV equipment. (\$153,119)		
<b>PROJECTED INCREASE :</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	2% increase
4 <sup>th</sup> Quarter Employment		1% increase	2% increase

<b>Grant Reporting and Research Analyst (all CTE TOPS codes)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	As Career and Technical Education expands, it is critical that there is a position that is designated to reporting data for the Strong Workforce dollars, and tracking student success through employment and completion. This has been a struggle for Career Education to track student completion with employment data and certificate and degree completion. This is a new (.5) position will provide CTE the ability to accurately report the data associated with Strong Workforce metrics, and help to identify new ways to track students from enrollment to employment. (\$43,125)		
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
Transfers		1% increase	2% increase

<b>Job Placement Coordinator (all CTE TOPS codes)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	As Career and Technical Education expands, it is critical that there is a position that is designated to identifying opportunities for job placement for our students. This has been a struggle for Career Education to track student completion with employment data and certificate and degree completion. This position currently exists, funded through Perkins funding, and will be assumed by the Strong Workforce planning process. (\$59,800)		
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>
2 <sup>nd</sup> Quarter Employment		2% increase	3% increase
4 <sup>th</sup> Quarter Employment	1% increase	2% increase	3% increase

<b>Marketing &amp; Media Specialist (all CTE TOPS codes)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	As Career and Technical Education expands, it is critical that there is a position that is designated to marketing and media. This includes the upkeep of the website, developing all marketing materials, attending to outreach activities, and making sure CTE is represented (within guidelines set forth by district policy) in all social media. This is a new (.5) position will provide CTE the ability to accurately market the CTE programs, which will align with Strong Workforce metrics, and help to identify new ways to capture students from enrollment to employment. (\$43,125)		
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
Transfers		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	2% increase
4 <sup>th</sup> Quarter Employment		1% increase	2% increase

<b>Nursing Program (513801, 513901, 513902)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	The employment needs associated with Nurses within our region is growing. This expansion of the equipment serving the Nursing program will allow RCC to meet the employment needs of our region, while providing an opportunity for nursing students to complete certificates while completing graduation and transfer requirements by utilizing up-to-date equipment. This proposal includes equipment for the Nursing program. (\$261,713)		
<b>PROJECTED INCREASE :</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Completions		1% increase	2% increase
Transfers		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	2% increase
4 <sup>th</sup> Quarter Employment		1% increase	2% increase

<b>Sign Language Interpreter Preparation Program (085010, 214000)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	According to current Labor Market occupational data, the need for Sign Language Interpreters within the education and government is growing at the rate of up to 40% over the next five years. The sign language department has close working relationships with many partners that rely upon and are confident in RCC students the level of interpretation skills for the community. The expansion of the Sign Language Interpreter program will allow RCC to meet the needs of our region. This proposal includes Sign Language mentors, SAID Dispatcher and Assistant positions, Coordinator stipends, Materials and Supplies, Travel, Testing fees, and a SAID retreat. (\$174,148)		
<b>PROJECTED INCREASE :</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	2% increase
4 <sup>th</sup> Quarter Employment		1% increase	2% increase

<b>Welding Technology Equipment and supplies ( 095650)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	As the Welding Technology program expands, it is essential that additional welding booths and fume extraction and exhausts are provided. Labor Market occupational data indicates that there is a 20% projected growth within the Welding occupations over the next five years, and RCC is the only college within the district that provides a welding technology program to serve our region. This proposal includes Welding Booths and exhaust installation for fume extraction. (\$161,200)		
<b>PROJECTED INCREASE:</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Enrollment		1% increase	2% increase
Completions		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	2% increase
4 <sup>th</sup> Quarter Employment		1% increase	2% increase

<b>Early Childhood Education (130500, 130520, 130590)</b>		<input type="checkbox"/> New Program	
		<input checked="" type="checkbox"/> Existing Program	
Justification:	The Labor Market occupational need for qualified preschool teachers, assistants and workers is expected to increase upwards of 24% over the next five years, especially in the fields of recreation and special education preschool educators. The Early Childhood program at RCC has been recognized state-wide as an exemplary program and is often used as an example of how best to establish and run educational childhood centers. This proposal includes equipment, supplies, conferences and professional development. (\$20,879)		
<b>PROJECTED INCREASE:</b>		<b>2016-17</b>	<b>2017-18</b>
Enrollment		1% increase	1% increase
Completions		1% increase	2% increase
Transfers		1% increase	2% increase
2 <sup>nd</sup> Quarter Employment		1% increase	1% increase
4 <sup>th</sup> Quarter Employment		1% increase	1% increase

*Occupational data obtained from COE 2016 Riverside Community College District CTE Program Review and was drawn from external sources including the Employment Development Department's California Labor Market Information, Burning Glass, and the California Community Colleges Chancellor's Office Management Information Systems Data Mart.*

*Enrollment Data obtained from the CalPass Launch Board.*

## Agenda Item (IV-B-4)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Teaching and Learning (IV-B-4)
Subject	Proposed Curricular Changes
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

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### Background Narrative:

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

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

### Attachments:

[Proposed Curricular Changes](#)

### **1. New Courses:**

ECO-9H Honors Economics of Poverty and Discrimination (R)

EMS-40 Emergency Medical Technician Continuing Education (M)

### **2. New Stand Alone Courses:**

None at this time.

### **3. Course Inclusions:**

CAT-98A Introduction to Excel

Moreno Valley College would like to adopt this course. The course is required for the Administrative Professional certificate (CE637) which Moreno Valley is adopting.

CAT-1A Business Etiquette (N)

CAT-51 Intermediate Typewriting/Document Formatting

CAT-90 Microsoft Outlook

Norco College would like to adopt the three courses above. These courses are part of the Business Information Worker program which Norco is adopting.

### **4. Major Course Modifications:**

ADJ-12 Introduction to Criminalistics (MR)

The course above is being updated for C-ID compliance. Modifications include changes to the course description, SLOs, and updates to the course content.

AUT-41 Ford Advanced Electronics (R)

The course above is being updated with increased lecture hours. Content is being added to the course due to technological advances and changes made by Ford Motor Company to their vehicles in the last 10 years. Ford has revised and increased their own Master Technician Certification Curriculum. This course is part of a new proposed certificate pattern, and must meet industry standards.

AUT-43 Ford Advanced Electronics (R)

The content and objectives of the course above have significantly changed due to technical advancements in the automotive industry. This course is being modified to reflect those changes.

AUT-51A Internal Combustion Engines Rebuilding, Gas and Diesel (Upper End)

The course modification above includes changes/updates to the SLOs, teaching methods, text and materials, as well as updates to the content to remain current in the field.

AUT-53B Automotive Brakes (R)

Modifications to the course above include updates to the SLOs , texts, and materials.

## Major Course Modifications Continued:

### AUT-54 Automotive Electrical Systems (R)

Modifications to the course above include updates to the SLOs, changes to the content to remain current in the field, teaching methods, and course materials.

### AUT-55A Automotive Automatic Transmission/Transaxles (R)

Modifications to the course above include updates/changes to the course description, SLOs, methods of evaluation, course materials and texts, and updates to the content to remain current in the field.

### AUT-55B Automotive Manual Drivetrain Systems (R)

Modifications to the course above include updates to the course materials, minor updates to the methods of instruction, and updates to the course content.

### AUT-57 Automotive Heating and Air Conditioning (R)

Modifications to the course below include updates to the course materials, minor updates to the methods of instruction, and updates to the course content.

### ENE-10 Introduction to Engineering

To comply with C-ID modifications to this course include: change from 36 hours/2 units to 18 hours/1 unit, updates to the course description, updates to the SLOs, updates to the Sample Assignments, updates to the course materials and texts.

### ENG-1B Critical Thinking and Writing (MNR)

### ENG-1BH Honors Critical Thinking and Writing (MNR)

The modifications to the two courses above include updates to the SLOs, texts, lab activities, and course content (lecture/lab).

### ENG-17A Literary Magazine Production: Beginning (NR)

### ENG-17B Literary Magazine Production: Intermediate (NR)

### ENG-17C Literary Magazine Production: Advanced (NR)

Modifications to the three courses above include changing from 2 unit to 3 unit courses so that the course can be part of the AD-T in English, revising SLOs, expanding content, breaking up lecture and lab, adding sample assignments, and updating texts.

### ENG-60A English Fundamentals: Sentence to Paragraph (MNR)

Modifications to the course above include updates to the SLOs, and texts, and splitting lecture and lab content.

### ENG-80 Preparatory Composition (MNR)

The course above is being modified so that the course content reflects the lecture and lab content according to TBA hours requirements, and to make other minor refinements in course language.

## **Major Course Modifications Continued:**

GUI-48A College Success Strategies – Study Skills (MR)

The course above is being updated with current texts and assignments.

PHI-14 Survey of Black Thought (R)

The course above is being updated for inclusion in the AD-T in History. Modifications include updates to the course objectives, prerequisites, SLOs, course content, and methods of instruction and evaluation.

## **5. Course Exclusions:**

None at this time.

## **6. Course Deletions:**

FIT-E3D Emergency Medical Technician Continuing Education (M)

This course has not been offered for several semesters under the FIT program. EMS will develop a new course to meet future needs.

## **7. New Locally Approved Certificates:**

None at this time

## **8. New State Approved Degrees:**

Information Security (R)

Construction Management (N)  
-Certificate and A.S.

Facility Maintenance (N)  
-Certificate and A.S.

## **9. Substantial Change to State Approved Certificates/Degrees:**

Inclusion of:

Business Information Worker (Certificate and A.S.) at Norco College

## **10. Modification to State/Locally Approved Certificates/Degrees:**

C++ Programming (R)

Java Programming (R)

The programs above are being modified from locally approved certificates to Certificates of Achievement.

## **11. Program Discontinuance:**

None at this time.



## Agenda Item (IV-B-5)

Meeting 1/10/2017 - Committee

Agenda Item Committee - Teaching and Learning (IV-B-5)

Subject Grants Office Winter Report for 2016-2017

College/District District

Information Only

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### Background Narrative:

Presented for the Board's review is the Grants Office Winter Report for 2016-2017. Board Policy (BP) 3280 and the associated administrative procedures require that the Grants Office provide the Board with a report three times each academic year. This report provides a district-wide perspective of the impacts of U.S. Department of Education grants at the colleges in preparation for the Board's visit to federal funding agencies in Washington, D.C.

Prepared By: Michael Burke, Ph.D., Chancellor  
Richard Keeler, Dean, Grants  
MaryAnn Doherty, Director of Grants

### Attachments:

[District Grants Office Federal Education Grants Jan\\_2017](#)

RCCD

RIVERSIDE COMMUNITY  
COLLEGE DISTRICT



## District Grants Office

### *Federal Education Grants*

January 2017

# Report to the Board of Trustees





## Federal Education Grants – Student Benefits

- Thousands of RCCD Students benefit from federal Education grants
- RCCD in top tier of institutions receiving Department of Education grants
  - In 16 years, 17 Title V and Title III Awards
- Sampling of current activity/impacts of grants
- RCCD is engaging with new federal departments/agencies



# Successful Areas

- Department of Education:
  - Title III Hispanic-Serving Institutions STEM
  - Title V – Developing Hispanic Serving Institutions
  - TRIO: Talent Search, Upward Bound, Student Support Services
- National Science Foundation
  - Improving Undergraduate STEM Education
    - Moreno Valley College: “Flying with Swallows”
    - Riverside City College: GEOPaths (UCR is lead)
  - Advanced Technological Education (ATE)
    - National Center of Excellence in Supply Chain Technology Education – Norco College
    - Cybersecurity-- Moreno Valley College



# New Grant Projects

- TRIO
  - Talent Search
    - New Moreno Valley College Grant awarded
  - Upward Bound
    - 7 applications submitted
  - Upward Bound Math and Science
- National Science Foundation
  - Partnerships with UCR
  - Expanding into areas historically dominated by four-year universities



# Challenges

- U.S. Department of Labor grants
  - H-1B grants: Health Care is our strong area
    - Lack industry to support other H-1B fields
  - Unemployment, underemployment high but not reflected in these types of grants
    - IE receives fewer funds than other metropolitan areas, such as L.A.
- Health Resources and Services Administration
  - Fewer nursing grants for community colleges



# Developing New District Relationships with Federal Agencies

- Naval Surface Warfare Center, Corona Division
  - Navy Laboratories
- NASA
  - NASA Laboratories
- U.S. Department of Energy
  - Community College Program
  - Internships for students at DOE federal labs



# Developing New District Relationships with Federal Agencies

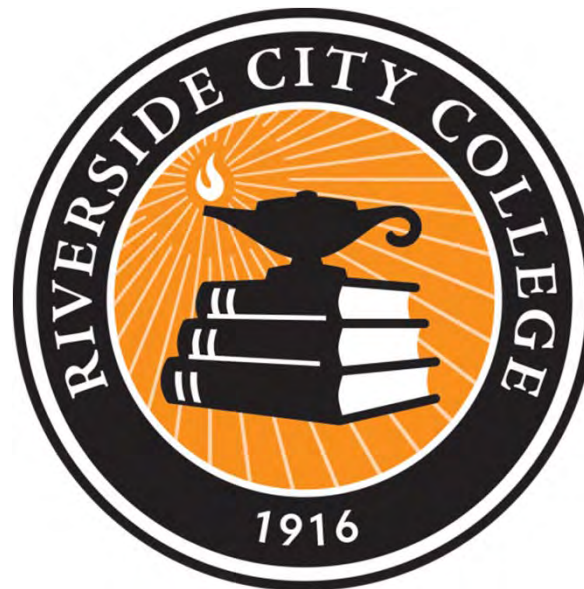
- U.S. Department of Commerce
  - Small Business Administration
    - Veterans Program
    - Minority Business Centers/Women's Business Centers
  - Economic Development Administration
    - Programs for unemployed/underemployed
  - International Trade Administration





# Questions

Thank you for supporting Federal  
Education grants.



## Agenda Item (IV-B-6)

Meeting 1/10/2017 - Committee

Agenda Item Committee - Teaching and Learning (IV-B-6)

Subject Grants Report for Norco College

College/District Norco

Information Only

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### Background Narrative:

The following report provides the Board with an overview of current grants awarded to Norco College and includes detailed presentations on the National Center for Supply Chain Technology Automation and STEM grants.

Prepared By: Bryan Reece, President Norco College  
Dr. Gustavo Ocegüera, Dean Grants and Student Equity Initiatives  
Dr. Kevin Fleming, Dean of Instruction, Career and Technical Education  
Lorena Newson, Director Title III HSI-STEM Grant

### Attachments:

[Norco College Grants Report](#)

# NORCO COLLEGE

## GRANTS REPORT

*Presenters*

*Dr. Gustavo Ocegueda*

*Dr. Kevin Fleming*

*Dr. Lorena Newson*

January 10, 2017  
RCCD Board of Trustees  
Teaching and Learning Committee



**Norco College Grant Descriptions 2016-2017**

	<b>Grant Name</b>	<b>Description</b>	<b>Director/ Lead</b>	<b>Start Date</b>	<b>End Date</b>	<b>Total Funding</b>
1	Upward Bound Corona HS	The primary objective of Upward Bound Programs is to provide low-income, first generation high school students with academic guidance, personal development and fundamental support to participants in their preparation for college entrance. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. The programs serve a total of 203 students at Corona, Centennial, and Norte Vista High Schools.	Miriam Carrillo	10/1/2013	9/30/2017	\$1,250,000
2	Upward Bound Centennial HS		Eva Amezola	10/1/2013	9/30/2017	\$1,522,298
3	Upward Bound Norte Vista HS		Eva Amezola	10/1/2013	9/30/2017	\$1,311,605
4	Student Support Services	The Student Support Services Programs (SSS) are designed to assist low-income, first generation community college students with improving the probability of their successful transfer or completion of a degree or certificate program. The programs provide personal, academic, transfer, and career counseling. The program also provides tours to four-year colleges and universities, motivational workshops, and financial literacy training. The SSS program serves 160 students annually and the SSS-RISE serves 100 students with disabilities.	Hortencia Cuevas	9/1/2014	8/31/2019	\$1,155,515
5	Student Support Services-RISE (for students with disabilities)		Hortencia Cuevas	9/1/2014	8/31/2019	\$1,100,000
6	Title III HSI STEM	The primary goal of the Title III STEM grant is for Norco College to develop a new Pre-Engineering program of study, and to revise 4 existing programs (Digital Electronics, Architecture, Engineering Technology, and Construction Technology) each resulting in articulation agreements and a 2+2 pathway to local universities. The grant also supports the creation of a STEM Center to facilitate student success in science and technology fields, a STEM Scholars student support program, a summer bridge component, and transfer counseling assistance. The end goal is to increase Hispanic students and individuals from low-income backgrounds to pursue careers in STEM.	Lorena Newson	10/1/2011	9/30/2017	\$4,227,868
7	Title III HSI STEM2	The Strengthen Transfer and Matriculation in Engineering: STEM2 Pathways grant is designed to strengthen engineering pathways and increase enrollment in STEM degree programs for underrepresented populations including Hispanic and low-income students. The grant is also designed to accelerate success and completion in mathematics courses, increase retention, transfer and career preparation of students in engineering pathways, and increase collaboration with middle and high schools, 4-year colleges/universities, and local STEM industry contacts.	Lorena Newson	10/1/2016	9/30/2021	\$6,000,000
8	Accelerated Pathways to Graduation and Transfer	The Accelerated Pathways to Graduation and Transfer grant is focused on developing curriculum design models, support structures, and critical academic services that improve persistence rate and accelerate students' graduation and/or transfer rates. Grant activities are focused on the following five integrated components which are critical to improving success of non-traditional Hispanic and low-income students as they move through NC's educational pipeline: (1) develop curriculum models focused on alternative placement and acceleration in English and math for non-traditional students, (2) develop/offer enhanced academic support services for students enrolled in accelerated courses; (3) increase staffing and services in the Learning Resource Center to better serve non-traditional students; (4) develop and offer supplemental instruction and tutoring for transfer level courses with the lowest success rates; and 5) provide faculty and staff with professional development opportunities focused on helping students develop non-cognitive skills and traits that promote student persistence and success.	Gustavo Ocegüera	10/1/2015	9/30/2020	\$2,625,000

**Norco College Grant Descriptions 2016-2017**

	<b>Grant Name</b>	<b>Description</b>	<b>Director/ Lead</b>	<b>Start Date</b>	<b>End Date</b>	<b>Total Funding</b>
9	Here to Career: Student Success in Digital Media	The objective of the Title V Cooperative grant is to boost digital media education – including gaming, app development, video production, graphic design and digital music composition. The five-year grant titled “Here To Career: Improving Student Success in Digital Media Disciplines,” has CSU San Bernardino, Norco Community College in Riverside County and San Bernardino Valley College working together to promote transfer readiness in the growing field of digital media. The grant’s purpose is for these institutions to work together to not only provide our Hispanic and low-income students access to education, but also support their academic success and opportunity to obtain skills leading to involvement in the rapidly growing field of digital media.	Gustavo Ocegüera	10/1/2016	9/30/2021	\$214,430
10	National Center for Supply Chain Technology Education	The objective of the National Center for Supply Chain Technology Education (SCTE) grant is to collaborate with community colleges and industry partners in more than 16 states to replicate model 2+2 pathways to train supply chain technicians for the logistics industry. Grant activities include increasing articulation agreements nationally, developing occupational research reports, provide faculty professional development and disseminate information about best practices through a virtual center.	Colleen Molko	8/15/2011	9/30/2016	\$3,500,000
11	National Center for Supply Chain Automation	The new National Center for Supply Chain Automation (SCA) grant is focused on increasing the number of highly skilled, supply chain technicians from underrepresented groups in the workforce to meet the growing national demand. The goal will be achieved by implementing 2+2 career pathways, offering stackable industry certifications in supply chain automation, dissemination of information about career opportunities, and professional development. SCA is one of only 42 National Centers throughout the US. The five-year \$4 million award will allow Norco College’s SCA to continue its work and expand into 19 states with the greatest concentration of supply chain activity. It will also allow the SCA to host a National Symposium for Supply Chain Automation, establish a nationally recognized industry certification for the occupation, establish a model apprenticeship program at the state and federal levels, and increase the number of individuals from underrepresented populations enter into supply chain automation.	Colleen Molko	10/1/2016	9/30/2021	\$3,999,495
12	Pathway to Basic Skills Completion	The Pathway to Basic Skills Completion grant is focused on implementing high-impact practices to improve basic skills completion. Activities include: (1) expand and support the use of multiple measures in assessment and placement in English and in mathematics (2) support ongoing accelerations efforts and expand the options for acceleration through basic skills in English (3) develop acceleration pathways through basic skills in mathematics (4) and expand and improve professional partnerships with the local K-12 school district by formalizing/ institutionalizing collaboration between K-12 instructors and college faculty to facilitate better alignment in language arts/English composition and in mathematics.	Carol Farrar	7/1/2016	6/30/2019	\$1,343,604
13	California Career Pathways Trust	The California Career Pathways Trust Grant (CCPT) is designed to serve four community colleges, twenty-seven high schools, one Workforce Investment Board, and five chambers of commerce, as well as seventy-nine local employers. The overarching goal of the CCPT is to build robust partnerships among employers, school districts, and community colleges in order to better prepare students for the twenty-first century workplace and improve student transition into postsecondary education, training, and employment.	Maureen Sinclair	6/1/2015	6/30/2019	\$12,860,892

**Norco College Grant Descriptions 2016-2017**

	<b>Grant Name</b>	<b>Description</b>	<b>Director/ Lead</b>	<b>Start Date</b>	<b>End Date</b>	<b>Total Funding</b>
14	Trade Adjustment Assistance for Community Colleges and Career Training	The TAACCCT grant is designed to provide training to displaced workers and unemployed/underemployed residents with an end-goal of employment. This grant is responsible for the Accelerated Certificate and Employment program (ACE) that enables students to complete degrees in Electrician, Automated Systems Technician, and CNC Programming in six months or less.	Jesse Lopez	10/1/2014	9/30/2018	1,410,433
15	Adult Education Block Grant Consortium	The California Community College Chancellor's Office (CCCCO) and the California Department of Education were allocated funding by the State Legislature for adult education. The funds were provided to eligible consortia for the purpose of implementing regional plans to expand and improve the provisions of adult education.	Ashley Etchison	7/1/2015	6/30/2018	\$1,621,581
16	Foster Youth Support Services	Norco College's Foster Youth Support Services will advance the college's vision of promoting better outcomes for young people aging out of the child welfare system by expanding the existing capacity of Norco's support of foster youth. Foster Youth Support Services will include the following components: Centralized drop-in center for students to access information, resources, and services; Life skills coaching to assist students with their personal transitional needs; supplemental psychological counseling to provide confidential and personal counseling services; additional financial assistance through direct services that meet their basic life needs; academic and life skill workshops throughout the first year; outreach to CNUSD high schools to prepare prospective student during their senior year; and raise awareness of foster care issues with Norco College faculty through in-service FLEX workshops.	Koji Uesugi	6/15/2014	12/30/2017	\$60,000
17	Career Technical Education Pathways for Foster Youth	The California Wellness Foundation awarded the three colleges a two-year \$250,000 grant to support former foster youth to earn certificates that will provide them gainful employment in a year. The grant will be used to hire staff to assist program participants directly and provide them funding for supplies, materials, equipment, books, and stipends as they move through the certificate program and earn a job.	Koji Uesugi	7/1/2016	6/30/2018	\$83,333
18	Completion Initiative	The Completion Initiative (CI) seeks to increase completion of degrees and certificates by first-time college students. In addition to completion of degrees and certificates, CI intends to increase degree-seeking students to transfer to 4 year institutions to complete baccalaureate degrees, and certificate seeking students obtain employment in living wage jobs. The key areas of focus of this award are the development of meta majors and guided pathways, as well as creating a more intentional linkage between college work and careers.	Diane Dieckmeyer	12/1/2016	12/30/2017	\$100,000
19	Prop 39 Clean Energy Workforce Program	Proposition 39 funding will help enhance Norco College's new Electrician Program. The funding allows the college to purchase the needed equipment and supplies to consistently offer courses in the Electrician Trainee series. Faculty teaching the courses are given access to new equipment and trainers that prepare students to work in the clean energy field, such as with our industry partners from the solar industry. Additionally, part of the funds is allocated to professional development activities to improve the curriculum and embed industry-recognized certifications.	Jesse Lopez	7/1/2014	6/30/2019	\$81,000

**Norco College Grant Descriptions 2016-2017**

	<b>Grant Name</b>	<b>Description</b>	<b>Director/ Lead</b>	<b>Start Date</b>	<b>End Date</b>	<b>Total Funding</b>
20	California Apprenticeship Initiative	The goal of the California Apprenticeship Initiative New and Innovative Grant program is to create a registered, innovative supply chain automation technician apprenticeship program in the Inland Empire. The apprenticeship program will be focused on career development that combines on-the-job training with relevant classroom education. A registered apprenticeship program in the Inland Empire in supply chain automation will create a visible entry point to a growing occupation and highly valued by employers in the industry.	Charles Henkels	1/1/2017	12/30/2018	\$500,000
21	Fund For Student Success Grant JFK Middle College HS	The grant provides funding to strengthen the existing partnership between Norco College and JFK Middle College High School by supporting activities in community outreach, enrollment, and advising. The grant provides partial funding for a college counselor to work directly with JFK students to develop their educational interests and complete education plans. The grant also supports the implementation of educational pathways and support for the development of customized interventions for students below satisfactory academic standards.	Mark DeAsis	5/1/2015	6/30/2017	\$252,000





# National Center for Supply Chain Technology Education

## RESOURCES FOR EDUCATION & INDUSTRY

**Kevin Fleming, Ph.D.**  
Principal Investigator and Dean of Instruction, Career & Technical Education

[www.SupplyChainTechEd.org](http://www.SupplyChainTechEd.org)

*This center is sponsored by the National Science Foundation's Advanced Technological Education Program  
Award No. 1104176*



# MISSION

The National Center for Supply Chain Technology Education identifies and develops skills-based educational pathways, facilitates professional development, and disseminates educational materials to increase the number of skilled supply chain technicians nationally.

# VISION

The Center aspires to increase the number of skills technicians by serving as the national leader for supply chain technology education.

# PARTNERING COLLEGES



## Norco College

2001 Third Street  
Norco, CA 92860  
951.739.7880

[kevin.fleming@norcocollege.edu](mailto:kevin.fleming@norcocollege.edu)



## Tacoma Community College

6501 South 19th Street  
Tacoma, WA 98466  
253.566.5253

[ebowles@tacomacc.edu](mailto:ebowles@tacomacc.edu)



## Sinclair Community College

444 West Third Street  
Dayton, OH 45402-1460  
937.512.2759

[ned.young@sinclair.edu](mailto:ned.young@sinclair.edu)



## Oakton Community College

1600 East Golf Road  
Des Plaines, IL 60016  
847.635.1975

[sompolski@oakton.edu](mailto:sompolski@oakton.edu)



## Jefferson Community & Technical College

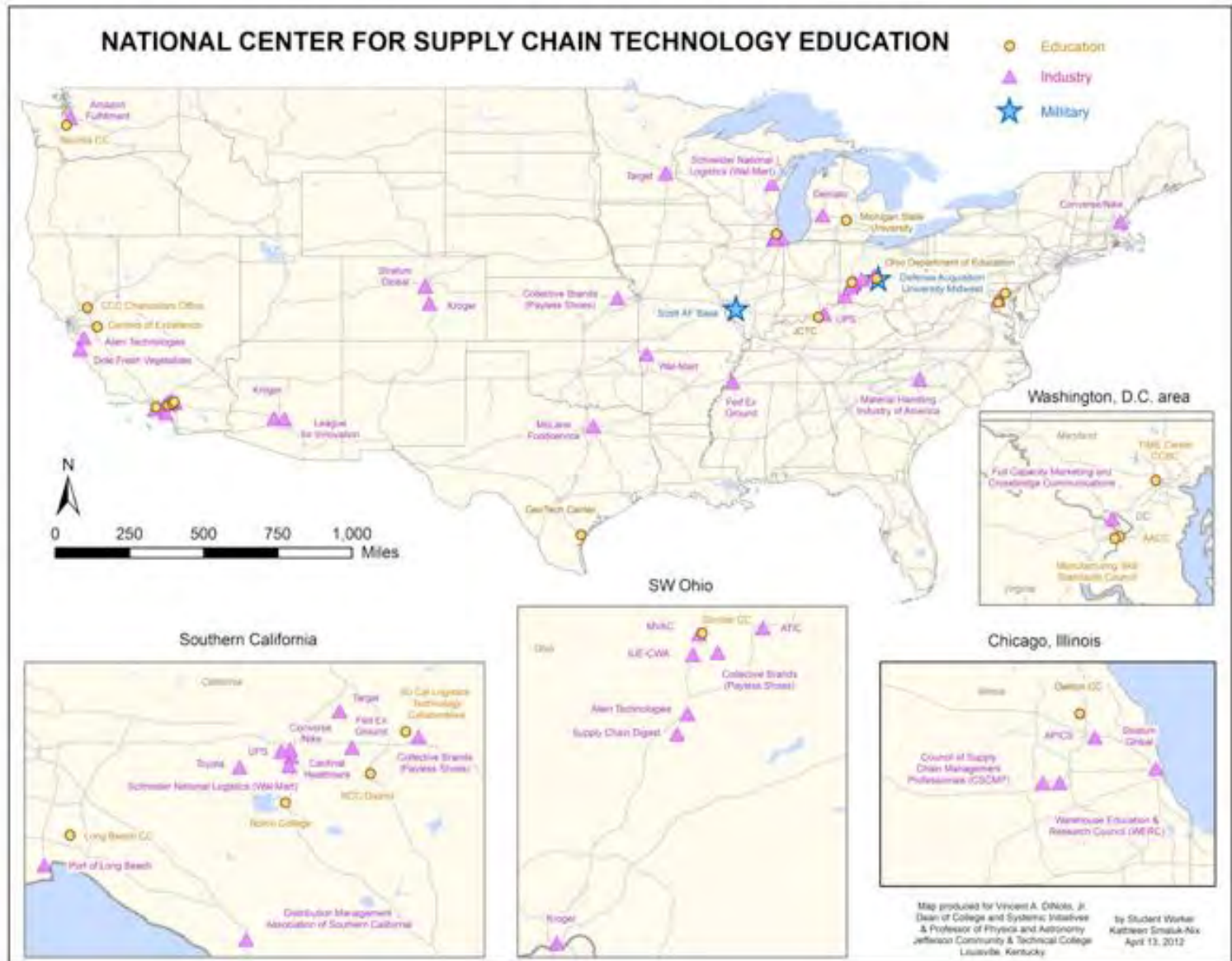
1000 Community College Drive  
Louisville, KY 40272  
502.213.7280

[vince.dinoto@kctcs.edu](mailto:vince.dinoto@kctcs.edu)

# INDUSTRY ADVISORY COMMITTEE MEMBERS



# NATIONAL PARTNERS



# DEFINITION OF A SUPPLY CHAIN TECHNICIAN

A person who installs, operates, supports, upgrades, or maintains the automated material handling equipment and systems that support the supply chain.



# Key Deliverables/Outputs



- National Research & Surveys
- Occupational Profiles
- Model Program & Lesson Plans
- Career Awareness modules
- Free, Interactive eTextbook for College and HS Articulation
- Case Studies & White Papers
- Veterans/Military Crosswalk
- 19 in-depth state profiles (LMI)
- Industry/Educator Convenings
- Website, newsletters, industry publications, animation videos

# Impacts/Outcomes



## Nationally

- 1,514 students trained
- 3,038 students utilized our resources
- Professional development to 286 faculty and HS teachers
- 54,794 website views
- 27 Publications
- Supply Chain Technology added as an academic discipline in CA
- Supply Chain Technician added to Department of Labor O\*Net system
- 56 Educational Collaborators

## Norco College

- Certificate program yielding 100% job placement (with a starting living wage averaging \$18-28)
- Leveraged expertise to secure Department of Labor grant and CA Apprenticeship grant





# A Life Changed



*"The Accelerated Certificate & Employment (ACE) program at Norco College provided guidance and gave me insight about the variety of automated positions available in the local area. I learned that the concept of automation incorporates computer controlled devices along with various mechanical aspects. I appreciated the opportunity to create a bond with the professors and classmates as a result of the full-time schedule...Although I am not a first time college student, this is the first time having such success after completion of a training program...This program ultimately improved my life. It provided me the skills, knowledge, and tools to progress in my career and ultimately landed me a great position at the Target Distribution Center. This new position will help me provide for my family. In the future, I see myself moving up the ladder to a lead or supervisor position...."*

*- Mark Merritt*

*Supply Chain Technician, Target Corporation  
& Norco College Alumnus 2016*

# The Next 5 Years

- Successful grant renewal Oct 2016 – Sept 2021
- New Name: National Center for Supply Chain Automation
- Expanding our scope from the top 10 to the top 19 states with significant Supply Chain Automation activity
- Develop & host a National Symposium for Supply Chain Automation
- Establish nationally-recognized industry certification
- Continue to be a change agent. Impact more lives, families, and communities through in-demand, industrial automation education.

# STRENGTHENING TRANSFER IN ENGINEERING AND MATRICULATION IN STEM: (STEM)<sup>2</sup> PATHWAYS

Presented by: Dr. Lorena J. Newson HSI-STEM Director

# TITLE III

## HSI-STEM Grant

### 2011-2016

- + AS Pre-Engineering Degree
- + Course Development
  - + ENE- 38: Introduction to Programming Concepts and Methodologies for Engineers
  - + ENE-39: Engineering Circuit Analysis
- + Course Articulations
  - + CSC 17A- Intermediate Programming and Data Structures
  - + ENE-39- CSULB, CSUN, Cal Baptist University, UC Davis, UC Riverside
  - + ENE-38- CSULB
  - + ENE 10-Introduction to Engineering, CSUN

# TITLE III

## HSI-STEM Grant

### 2011-2016

- + \$1.2 Million dollar STEM Center Renovation
- + STEM Center – Over 1,000 students served
  - + Hosted over 30 different course offerings including Calculus, Biology, Engineering and the Honors Program
  - + Supported over 11 STEM courses in Supplemental Instruction & Tutoring.
  - + Supported Math 35 & Math 52 Workshops
  - + Hosted several student workshops & STEM Guest Lecturers (Preparing your personal statement, UC Transfer Admission Planner, Resume Writing)
  - + Hosted the STEM Scholars Program

# STEM Scholars Program Data

## 2014-2015

### + 121 Total Program Participants

- + 23 *"Degree earners plus transfer"*
- + 12 *"Degree earners only"*
- + 13 *"Transfer only"*
- + Total Completers: 48 (40%) of eligible transfers.

### + Degrees earned by participants

- + AS, Math & Science
- + AA, Social & Behavioral Studies
- + CPP, Engineering Graphics
- + AS, Engineering Technology
- + AS, Pre-Engineering
- + AA, Humanities, Philosophy and Arts
- + AS, Mathematics for Transfer
- + AA, Kinesiology, Health & Wellness
- + AS, Physics for Transfer

# STEM Scholars Program Data

## 2015-2016

- + 128 Total Program Participants
  - + 29 *"Degree earners plus transfer"*
  - + 15 *"Transfer only"*
  - + 7 *"Degree earners only"*
  - + Total Completers: 51 (40%) of eligible transfers.
- + Degrees earned by participants
  - + AS, Math & Science
  - + AA, Social and Behavioral Studies
  - + AS, Mathematics for Transfer
  - + AS, Pre-Engineering
  - + AA Humanities, Philosophy & Art
  - + AA, Kinesiology, Health & Wellness
  - + AS, Physics for Transfer

# STRENGTHENING TRANSFER & MATRICULATION IN ENGINEERING: STEM<sup>2</sup> PATHWAYS 2016-2021

- + Overview: \$6 Million Dollar Grant
  - + Goal 1: Strengthen engineering pathways and increase enrollment in STEM degree programs for underrepresented populations including Hispanic and low-income students
  - + Goal 2: Accelerate success and completion in mathematics course sequences for all students
  - + Goal 3: Increase retention, transfer and career preparation of students in Engineering Pathways
  - + Goal 4: Increase collaboration with middle and high schools, 4-year colleges/universities and local STEM industry contacts.



# STUDENT HIGHLIGHTS

## BRENDA LOPEZ

- 2013 Bridge to STEM Summer Program Participant & STEM Scholar.
- Has interned at the Bourns College of Engineering working in the Nano robotics laboratory.
- Plans transfer to UC Riverside in the Fall of 2017 in the field of Mechanical Engineering
- Receiving the A.S. Pre-engineering, AST-Physics and A.S. Math & Science Degrees from Norco College.
- First generation college student who immigrated from Mexico and recently established residency.
- Career aspirations are to work for Space-ex or NASA.



# STUDENT HIGHLIGHTS

## RYAN MENDEZ

- Current STEM Scholar planning to transfer to California Polytechnic State University Pomona in Electrical Engineering.
- Worked as a paid intern at the Naval Surface Warfare Center (NSWC) for 7 weeks in the products engineering and design laboratory alongside scientists and engineers.
- First generation college student.
- Southern California Edison STEM Scholarship recipient.
- Eligible for the A.S. Pre-engineering and Math & Science Degree from Norco College.
- Aspires to work for the Jet Propulsion Laboratory (JPL).



## Agenda Item (IV-E-1)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Facilities (IV-E-1)
Subject	Change Order No. 2 for the Culinary Arts Academy and District Offices Project with Preferred Ceilings, Inc.
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 2 with Preferred Ceilings, Inc. in the amount of \$6,850.60; and 2) the change order in in excess of ten percent by a total of \$3,505.50.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with Preferred Ceilings, Inc. for CAA/DO in the amount of \$202,951.00.

At this time it is requested that the Board of Trustees approve the following for the Culinary Arts Academy and District Offices Project: 1) Change Order No. 2 with Preferred Ceilings, Inc. in the amount of \$6,850.60; and 2) amending their contract to \$226,751.60, exceeding the allowable change order contingency by a total amount of \$3,505.50. The cost conveyed in the change order represents Preferred Ceiling, Inc. being requested to work overtime and weekends to complete item #2 on the February 26, 2016 Mechanical Observation Report where excessive noise from the AC unit was observed in the open office of the third floor in the CAA/DO building. Detailed cost is listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 2-Summary\\_Preferred Ceilings](#)

Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

**Change Order No. 2**

Contractor: **Preferred Ceilings, Inc. (BC#15 – Acoustical (CA))**  
C#0004633

<i>Approved Contract Amount:</i>	\$ 202,951.00
<i>Change Order No.1 Amount:</i>	\$ 16,950.00
<i>Change Order No.2 Amount:</i>	<b><u>\$ 6,850.60</u></b>
<i>Revised Contract Sum:</i>	\$ 226,751.60
<i>Original Contract Contingency:</i>	\$ 20,295.10
<i>Remaining Project Contingency:</i>	<b>\$ - 3,505.50</b>

Change Order Description:

**Item No. 1**

Cost Proposal #611 – Cost proposal in the amount of \$7,279.00 submitted on behalf of the Bid Category #15 contractor, Preferred Ceilings. Contractor was requested to work overtime and weekends to complete item #2 on the 2/26/16 Mechanical Observation Report (excessive noise from the AC unit in the open office of the third floor). Available allowance prior to this request is \$428.40. Allowance remaining after the approval of this CP is \$0. Formal change order will need to be issued in the amount of \$6,850.60 to cover the amount in excess of the available allowance. This change will exceed the 10% threshold.

**\$6,850.60**

Requested by: Owner/Riverside Community College District  
Accountability: Owner/ Riverside Community College District

**TOTAL ADD/CREDIT: \$6,850.60**

## Agenda Item (IV-E-2)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Facilities (IV-E-2)
Subject	Change Order No. 7 for the Henry W. Coil Sr., and Alice Edna Coil School for the Arts Project with Inland Building Construction Companies, Inc.
College/District	Riverside
Funding	Riverside City College/Program Reserve Measure C Funds, Redevelopment Funds, and La Sierra Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 7 with Inland Building Construction Companies, Inc. in the amount of \$122,690.06; and 2) the change order in excess of ten percent by a total of \$62,790.12.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with Inland Building Construction Companies, Inc. for CSA in the amount of \$2,831,161.

At this time it is requested that the Board of Trustees approve Change Order No. 7 with Inland Building Construction Companies, Inc. (IBCC) in the amount of \$122,690.06 for the CSA project, amending their contract to \$3,177,067.22, exceeding the allowable change order contingency by a total amount of \$62,790.12. The change order comprises IBCC's integration of the new Strand Universe and splitters to drivers to provide full control of all light fixtures in the theatre as well as integration of the Theatric ETC processor to the Strand for capability of communication to the architectural lights as well; two additional splitters required for operation of the Strand equipment; a switch added to control lobby lights; and the existing 3P disconnects swapped out to 6P disconnects for all 3 trusses (previous cost proposal only covered (1) 6P disconnect). Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 7-Summary\\_IBCC](#)

Riverside Community College District  
Facilities Planning & Development  
Coil School for the Arts

**CHANGE ORDER SUMMARY**

Change Order **No. 7**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CS))**  
C#0004646

<i>Approved Contract Amount:</i>	\$2,831,161.00
<i>Change Order No.1 Amount:</i>	\$ 18,407.00
<i>Change Order No.2 Amount:</i>	\$ 10,093.00
<i>Change Order No.3 Amount: :</i>	\$ 51,210.00
<i>Change Order No. 4 Amount:</i>	\$ 22,096.05
<i>Change Order No. 5 Amount:</i>	\$ 1,246.00
<i>Change Order No. 6 Amount:</i>	\$ 120,164.11
<b><i>Change Order No. 7 Amount:</i></b>	<b><u>\$ 122,690.06</u></b>
<i>Revised Contract Sum:</i>	\$3,177,067.22
<i>Original Contract Contingency:</i>	\$ 283,116.10
<i>Remaining Project Contingency:</i>	<b>\$ - 62,790.12</b>

Change Order Description:

**Item No. 1**

Cost Proposal #603: Per the issuance of CCD#234 & RFI PD #1291, IBCC will be integrating the new Stand Universe and splitters to the LS1 drivers to provide full control of all the LS1 light fixtures in the theatre.

\$93,602.96

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**Item No. 2**

Cost Proposal #602: These additional (2) splitters are required as part of the final CCD#234 single line diagram for the operation of the Strand Equipment.

\$ 7,640.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**Item No. 3**

Cost Proposal #605: Per CCD#144 a switch was to be added to control the lobby lights.

\$ 9,950.57

*Requested by:* Owner/Riverside Community College District

*Accountability:* Owner/ Riverside Community College District

**Item No. 4**

Cost Proposal #606: Per RFI PD#1307 the existing 3P disconnects were to be swapped out to 6P disconnects for all 3 trusses. The previous costs for this change was issued in CP#597 but only covered providing (1) 6P disconnect. The cost being submitted as part of this CP is the delta between the original costs and this revised change order.

\$11,496.53

*Requested by:* Owner/Riverside Community College District

*Accountability:* Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$122,690.06**

## Agenda Item (IV-E-3)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Facilities (IV-E-3)
Subject	Change Order No. 9 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 9 with Inland Building Construction Companies, Inc. in the amount of \$7,922.73; and 2) the change order in excess of ten percent by a total of \$179,170.47.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with Inland Building Construction Companies, Inc. for CAA/DO in the amount of \$968,839.

At this time it is requested that the Board of Trustees approve Change Order No. 9 with Inland Building Construction Companies, Inc. (IBCC) in the amount of \$7,922.73 for the CAA/DO project, amending their contract to \$1,244,893.37, exceeding the allowable change order contingency by a total amount of \$179,170.47. Change Order No. 7 derives from IBCC's installation of three (3) new down-lights in the Dais Room; requested Cane Detection below monitors in conference rooms 209A, 214, 324, 325 and 334; and credit for unused allowance. Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No. 9-Summary\\_IBCC](#)



Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

Change Order **No. 9**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CA))**  
C#0004648

<i>Approved Contract Amount:</i>	\$ 968,839.00
<i>Change Order No.1 Amount:</i>	\$ 59,180.00
<i>Change Order No.2 Amount:</i>	\$ 8,026.00
<i>Change Order No.3 Amount: :</i>	\$ 20,569.11
<i>Change Order No. 4 Amount:</i>	\$ 92,983.00
<i>Change Order No. 5 Amount:</i>	\$ 18,123.00
<i>Change Order No. 6 Amount:</i>	\$ - 504.02
<i>Change Order No. 7 Amount:</i>	\$ 222.55
<i>Change Order No. 8 Amount:</i>	\$ 69,532.00
<b><i>Change Order No. 9 Amount</i></b>	<b><u>\$ 7,922.73</u></b>
<i>Revised Contract Sum:</i>	\$1,244,893.37
<i>Original Contract Contingency:</i>	\$ 96,883.90
<i>Remaining Project Contingency:</i>	\$ - 179,170.47

Change Order Description:

**Item No. 1**

Cost Proposal #604: Per the issuance of CCD#2363, IBCC will be installing  
3 new LR7s at the Dias Room.

\$4,593.73

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Continued on next page...

**Item No. 2**

Cost Proposal #607: Per owner request Cane Detection is requested below monitors in conference rooms 209A, 214, 324,325 and 334. An allowance of \$1,000 has been added to the contractors quote for potential remedy of carpet once detection is placed. Formal Change order in the amount of \$4329.00 will need to be issued to cover this change request.

\$4,329.00

*Requested by:* Owner/Riverside Community College District  
*Accountability:* Owner/ Riverside Community College District

**Item No. 3**

Credit for unused allowance.

(\$1,000.00)

*Requested by:* Owner/Riverside Community College District  
*Accountability:* Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$7,922.73**

## Agenda Item (IV-E-4)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Facilities (IV-E-4)
Subject	Change Order No. 10 for the Culinary Arts Academy and District Offices Project with J.M. Farnan Co., Inc.
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 10 with J.M. Farnan Co., Inc. in the amount of \$3,850; and 2) the change order in excess of ten percent by a total of \$17,829.84

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with J.M. Farnan Co., Inc. in the amount of \$645,366.

At this time it is requested that the Board of Trustees approve Change Order No. 10 with J.M. Farnan Co., Inc. (JMF) in the amount of \$3,850 for the CAA/DO project, amending their contract to \$727,699.44, exceeding the allowable change order contingency by a total amount of \$17,829.84. The change order amount is for JMF seeking compensation for providing drinking fountains on the 2nd and 3rd floors of the CAA/DO building, as the fountains are not shown on the plumbing plans and therefore the contractor did not include the fountains as part of their bid. Owner/RCCD has agreed to pay half of the requested cost which makes up the \$3,850. Detailed cost is listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 10\\_Summary\\_JM Farnan](#)

Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

Change Order **No. 10**

Contractor: **J.M. Farnan Co., Inc. (BC#20 – Plumbing)**

<i>Approved Contract Amount:</i>	\$ 645,336.00
<i>Change Order No.1 Amount:</i>	\$ 13,347.66
<i>Change Order No.2 Amount:</i>	\$ 1,659.94
<i>Change Order No.3 Amount:</i>	\$ 16,088.38
<i>Change Order No.4 Amount:</i>	\$ 7,934.45
<i>Change Order No. 5 Amount:</i>	\$ 17,848.20
<i>Change Order No. 6 Amount</i>	\$ 2,432.64
<i>Change Order No. 7 Amount:</i>	\$ 10,663.74
<i>Change Order No. 8 Amount:</i>	\$ 4,433.00
<i>Change Order No. 9 Amount:</i>	\$ 4,105.43
<i>Change Order No. 10 Amount:</i>	<b><u>\$ 3,850.00</u></b>
<i>Revised Contract Sum:</i>	\$ 727,699.44
<i>Original Contract Contingency:</i>	\$ 64,533.60
<i>Remaining Project Contingency:</i>	<b>\$ -17,829.84</b>

Change Order Description:

**Item No. 1**

Cost Proposal #589: J.M. Farnan is seeking compensation for providing drinking fountains on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the CAA/DO building. Drinking fountains are not shown on the plumbing plans therefore the contractor did not include these as part of their bid. Owner has agreed to pay half the requested cost for the drinking fountains.

**\$ 3,850.00**

*Requested by:* Owner / Riverside Community College District

*Accountability:* Owner / Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$ 3,850.00**

## Agenda Item (IV-E-5)

Meeting	1/10/2017 - Committee
Agenda Item	Committee - Facilities (IV-E-5)
Subject	Change Order No. 13 for the Culinary Arts Academy and District Offices Project with Neal Electric
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 13 with Neal Electric in the amount of \$4,323.99; and 2) the change order in excess of ten percent by a total of \$238,113.29.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction bid Categories 04 through 23 & 25). Included in the award was a contract with Neal Electric for CAA/DO in the amount of \$3,434,259.

At this time it is requested that the Board of Trustees approve the following for the Change Order No. 13 with Neal Electric in the amount of \$4,323.99 for the CAA/DO project, amending their contract to \$4,015,798.19, exceeding the allowable change order contingency by a total amount of \$238,113.29. The change order derives from 33 man hours were approved to Neal Electric for work performed by RFI Communications for recovery of costs associated with trouble shooting integration problems between software house (Victor Video Clients) and RCCD Network workstations.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 13-Summary\\_Neal Electric](#)

Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

### CHANGE ORDER SUMMARY

Change Order No. 13

Contractor: **Neal Electric (BC#23-Electrical) C#0004630**

<i>Approved Contract Amount:</i>	\$3,434,259.00
<i>Change Order No.1 Amount:</i>	\$ 56,613.32
<i>Change Order No.2 Amount:</i>	\$ 59,152.73
<i>Change Order No.3 Amount:</i>	\$ 40,342.42
<i>Change Order No.4 Amount:</i>	\$ 259,859.66
<i>Change Order No. 5 Amount:</i>	\$ 61,063.21
<i>Change Order No. 6 Amount</i>	\$ <b>-11,151.50</b>
<i>Change Order No. 7 Amount:</i>	\$ 5,107.20
<i>Change Order No. 8 Amount:</i>	\$ 4,269.70
<i>Change Order No. 9 Amount:</i>	\$ <b>-12,602.68</b>
<i>Change Order No. 10 Amount:</i>	\$ 74,439.03
<i>Change Order No. 11 Amount:</i>	\$ 31,167.51
<i>Change Order No. 12 Amount:</i>	\$ 8,954.60
<b><i>Change Order No. 13 Amount:</i></b>	<b><u>\$ 4,323.99</u></b>
<i>Revised Contract Sum:</i>	\$4,015,798.19
<i>Original Contract Contingency:</i>	\$ 343,425.90
<i>Remaining Project Contingency:</i>	\$ <b>-238,113.29</b>

Change Order Description:

**Item No. 1**

Cost Proposal #608: Per Bart Doering, 33 man hours have been approved to Neal Electric for work performed by RFI Communications for recovery of costs associated with trouble shooting integration problems between software house Victor Video Clients and the RCCD network workstations.

\$4,323.99

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$ 4,323.99**