

**Board of Trustees - Regular Meeting
Tuesday, March 20, 2018 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. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)

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 and speak to an Executive Administrative Assistant 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.

I. COMMENTS FROM THE PUBLIC

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

II. APPROVAL OF MINUTES

A. [Minutes of the Board of Trustees Regular/Committee Meeting of February 6, 2018](#)
Recommend approving the February 6, 2018 Board of Trustees Regular/Committee Meeting minutes as prepared.

B. [Minutes of the Board of Trustees Regular Meeting of February 20, 2018](#)
Recommend approving the February 20, 2018 Board of Trustees Regular Meeting minutes as prepared.

III. PUBLIC HEARING (NONE)

IV. CHANCELLOR'S REPORTS

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

B. [Five to Thrive Presentation on Riverside City College's Music Department](#)
Information Only

C. [Healthcare Update](#)
Information Only

D. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)
Information Only

V. STUDENT REPORT

A. [Student Report](#)
Information Only

VI. CONSENT AGENDA ACTION

A. Diversity/Human Resources

1. [Academic Personnel](#)
Recommend approving/ratifying academic personnel actions.
2. [Classified Personnel](#)
Recommend approving/ratifying classified personnel actions.
3. [Other Personnel](#)
Recommend approving/ratifying other personnel actions.

B. District Business

1. [Purchase Order and Warrant Report – All District Resources](#)
Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$7,270,713, and District Warrant Claims totaling \$6,187,305.
2. Budget Adjustments
 - a. [Budget Adjustments](#)
Recommend approving the budget transfers as presented.
3. Resolution(s) to Amend Budget
 - a. [Resolution No. 45-17/18 – 2017-2018 California State Trade Expansion Program](#)
Recommend adding the revenue and expenditures of \$10,000 to the budget.
 - b. [Resolution No. 46-17/18 – 2017-2018 Full Time Student Success Program](#)
Recommend adding the revenue and expenditures of \$238,335 to the budget.
 - c. [Resolution No. 47-17/18 – 2017-2018 Strong Workforce Program](#)
Recommend adding the revenue and expenditures of \$1,435,523 to the budget.
 - d. [Resolution No. 48-17/18 – 2017-2018 Mental Health Services Grant](#)
Recommend adding the revenue and expenditures of \$350,000 to the budget.
 - e. [Resolution No. 49-17/18 – 2017-2018 Proposition 39 Clean Energy Grant](#)
Recommend adding the revenue and expenditures of \$100,000 to the budget.
 - f. [Resolution No. 52-17/18 – 2017-2018 Board Financial Assistance Program](#)
Recommend adding the revenue and expenditures of \$1,707 to the budget.
4. Contingency Budget Adjustments
 - a. [Contingency Budget Adjustment](#)
Recommend approving by a two-thirds vote of the members, the contingency budget transfer as presented.
5. Bid Awards
 - a. [Purchase of Laboratory Equipment and Supplies Utilizing the National Association of State Procurement Officials \(NASPO\) ValuePoint Master Agreement MA16000234-2](#)
Recommend approving the purchase of laboratory equipment and supplies from VWR International, utilizing the National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement MA16000234-2.

- b. [Resolution No. 51-17/18 To Adopt Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet, Inc. Course and Event Resource Scheduling](#)
Recommend adopting Resolution Number 51-17/18 - Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet Product throughout the District and award the Contract to CollegeNet, Inc., based upon the finding that competitive bidding would not produce any advantage, as permitted by Public Contract Code §3400(c).
- 6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$90,200 – All District Resources](#)
Recommend ratifying contracts totaling \$222,335 for the period of February 01, 2018 through February 28, 2018.
 - b. [Contract with Push Marketing, Inc. \(dba MISFIT\) assisting the California Community Colleges Chancellor’s Office - Extended Opportunity Programs and Services \(EOPS\)](#)
Recommend approving the contract with Push Marketing, Inc.(dba MISFIT) for the period of March 1, 2018 through June 30, 2018 in the amount of \$125,000.
 - c. [Agreements for Administration of the Strong Workforce Program with 8 Community College Districts for the Inland Empire/Desert Region](#)
Recommend approving the ten (10) Inland Empire/Desert Region Strong Workforce Program Participation Agreements with Barstow Community College District, Chaffey Community College District, College of the Desert, Copper Mountain Community College District, Mt. San Jacinto Community College District, Palo Verde Community College District, San Bernardino Community College District, and Victor Valley Community College District in the amount of \$1,394,932.
 - d. [Agreement Amendment for the Inland Empire/Desert Regional Consortium \(IE/DRC\) CTE Rebranding and Marketing Campaign](#)
Recommend approving amendment No. 1, for additional services as outlined in the attached amendment in the amount of \$45,500.
- 7. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
- 8. Other Items
 - a. [Adoption of Education Protection Account Funding and Expenditures](#)
Recommend approving the proposed use of the estimated \$22,502,047 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.
 - b. [Surplus Property](#)
Recommend by unanimous vote: declare the property on the attached list to be surplus; find the property does not exceed the total value of \$5,000; and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

VII. CONSENT AGENDA INFORMATION

- A. [Monthly Financial Report for Month Ending – February 28, 2018](#)
Information Only

VIII. BOARD COMMITTEE REPORTS

- A. Governance (None)
- B. Teaching and Learning

1. [Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Riverside Unified School District](#)

Recommend approving the College and Career Access Pathways Partnership Agreement.

- C. Planning and Operations (None)
 - D. Resources (None)
 - E. Facilities (None)
- IX. ADMINISTRATIVE REPORTS
- A. Vice Chancellors
 - B. Presidents
- X. ACADEMIC SENATE REPORTS
- A. Moreno Valley College/Riverside Community College District
 - B. Norco College
 - C. Riverside City College
- XI. BARGAINING UNIT REPORTS
- A. CTA - California Teachers Association
 - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
- A. [California Community College Trustees \(CCCT\) Board of Directors Election - 2018](#)
Recommend voting to fill the vacancies on the CCCT Board.
 - B. [Update from Members of the Board of Trustees on Business of the Board.](#)
Information Only
- XIII. CLOSED SESSION
- A. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)
Recommended Action to be Determined.
- XIV. ADJOURNMENT

Agenda Item (II-A)

Meeting	3/20/2018 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of February 6, 2018
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the February 6, 2018 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[020618_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES AND FACILITIES COMMITTEES
OF FEBRUARY 6, 2018

President Vackar called the Board of Trustees meeting to order at 6:00 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California CALL TO ORDER

Trustees Present

Tracey Vackar, President
Janet Green, Vice President
Mary Figueroa, Secretary
Bill Hedrick, Board Member
Jeanette Hazelwood, Student Trustee

Trustee Absent

Virginia Blumenthal, Member

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Ms. Chris Carlson, Chief of Staff and Facilities Development
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Irv Hendrick, Interim President, Riverside City College

Student Trustee Jeanette Hazelwood led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Hedrick/Green moved that the Board of Trustees approve Trustee Blumenthal's absence as excused. Motion carried. (4 ayes, 1 absent [Blumenthal])

MOTION TO EXCUSE ABSENCE

The Committee Chair Janet Green convened the meeting at 6:16 p.m. Committee members in attendance: Academic Senate Representatives: Dr. LaTonya Parker, Moreno Valley College/RCCD; Ms. Peggy Campo, Norco College; Dr. Mark Sellick, Riverside City College and CTA Representative: Dr. Rhonda Taube.

RESOURCES COMMITTEE

Mr. Brown presented the committee the FY 2018-19 Governor's Budget Proposal which included a new funding formula. Discussion followed.

Presentation for FY 2018-19 Governor's Budget Proposal

The committee adjourned the meeting at 6:52 p.m.

Adjourned

President Vackar asked for a moment of silence for Virginia MacDonald, who recently passed away from an illness. Ms. MacDonald served as Chief of Staff /Executive Assistant to the

OTHER BUSINESS

Chancellor until 2006.

The Board adjourned the meeting at 6:53 p.m.

ADJOURNMENT

Official Minutes
Approved on 03/20/18

Certified By: _____

Agenda Item (II-B)

Meeting	3/20/2018 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of February 20, 2018
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the February 20, 2018 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[022018_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF FEBRUARY 20, 2018

President Vackar called the Board of Trustees meeting to CALL TO ORDER
order at 6:03 p.m. in the District Office, Board Room,
3801 Market Street, Riverside, California.

Trustees Present

Tracey Vackar, President
Janet Green, Vice President (Left at 7:12 p.m.)
Mary Figueroa, Secretary
Virginia Blumenthal, Board Member
Bill Hedrick, Board Member
Jeanette Hazelwood, Student Trustee

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Ms. Chris Carlson, Chief of Staff and Facilities Development
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Irv Hendrick, Interim President, Riverside City College
Dr. LaTonya Parker, Academic Senate Representative, District/Moreno Valley College
Ms. Peggy Campo, Academic Senate Representative, Norco College
Dr. Mark Sellick, Academic Senate Representative, Riverside City College
Dr. Dariush Haghighat, President, CTA
Ms. Elena Santa Cruz, 1st Vice President, CSEA

Guests Present

Dr. Samuel Lee, Interim Vice President, Academic Affairs, Norco College
Dr. Lisa Nelson, Associate Professor, English, Norco College
Ms. Jessica Dobson, Assistant Professor, English, Norco College

Student Trustee Jeanette Hazelwood led the Pledge PLEDGE OF ALLEGIANCE
of Allegiance.

Nicholaus Gutierrez, student, thanked the Board for PUBLIC COMMENTS
their support of the Veterans Resource Center at
Norco College.

Blumenthal/Hedrick moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of January 9, 2018. Motion carried. (5 ayes) MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF JANUARY 9, 2018

Figueroa/Green moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of January 16, 2018. Motion carried. (4 ayes, 1 abstained [Blumenthal]) MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF JANUARY 16, 2018

CHANCELLOR’S REPORTS

Hedrick/Figueroa moved that the Board of Trustees ratify the Memorandum of Agreement concerning a new collective bargaining agreement for the term July 1, 2018 through June 30, 2021 between the Riverside Community College District and California School Employees Association, Chapter #535. Motion carried (5 ayes)

Memorandum of Agreement with California School Employees Association (CSEA) Chapter #535, New Collective Bargaining Agreement for the term July 1, 2018 through June 30, 2021

Dr. Lee, Dr. Nelson and Ms. Dobson presented a report on the Next Phase Prison Education Program at Norco College.

Presentation on Next Phase Prison Education Program at Norco College

Dr. Hampton reported there are two open cases currently being investigated.

Healthcare Update

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

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

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

STUDENT REPORT

CONSENT ITEMS

Action

Figueroa/Blumenthal moved to approve/ratify listed academic appointments, separations, and assignment and salary adjustments, with the exception of number 5. Motion carried (5 ayes)

Academic Personnel

Figueroa/Green moved that the Board of Trustees:

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

Classified Personnel

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

Other Personnel

Approve/ratify the Purchase Orders and

Purchase Order and Warrant Report

Purchase Order Additions totaling \$4,123,650, and District Warrant Claims totaling \$5,647,888;

– All District Resources

Approve budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$147,815 to the budget;

Resolution No. 40-17/18 – 2017-2018 CA STEP Grant

Approve adding the revenue and expenditures of \$150,563 to the budget;

Resolution No. 41-17/18 – 2017-2018 Veteran Resource Center - Ongoing

Approve adding the revenue and expenditures of \$100,000 to the budget;

Resolution No. 43-17/18 – 2017-2018 CalWorks Set-Aside Agreement

Approve adding the revenue and expenditures of \$28,180 to the budget;

Resolution No. 44-17/18 – 2017-2018 AmeriCorps Student Ambassador Program

Approve awarding Bid No. 2017/18-17 – Demolition of the Noble Administration Building at Riverside City College in the total amount of \$246,000 to ABNY General Engineering, Inc.;

Bid Award for Demolition of the Noble Administration Building

Approve the purchase of technology products from CDW-G, utilizing the Foundation for California Community Colleges/University of California Office of the President Administrative Services Agreement No. CB-185-17;

Purchase Technology Products Utilizing the Foundation for California Community Colleges/University of California Office of the President Administrative Services Agreement No. CB-185-17

Approve the purchase of lighting products from Parker Lighting, Inc., utilizing the Foundation for California Community Colleges/California State University Administrative Services Agreement No. CB-216-17;

Purchase Interior & Exterior Lighting Products Utilizing the Foundation for California Community Colleges/California State University Administrative Services Agreement No. CB-216-17

Approve the purchase of exterior LED luminaires from Wesco Distribution, Inc., utilizing the FCCC Administrative Services Agreement No. CB-15-012;

Purchase Exterior LED Luminaires Utilizing the Foundation for California Community Colleges (FCCC) Administrative Services Agreement No. CB-15-012

Approve authorizing the selection of Unicon, to provide technical assistance for Student Service related technology projects within the California Community College

RFP Award for Rural Technology Assistance Project

System;

Ratify contracts totaling \$586,771 for the period of January 1, 2018 through January 31, 2018;

Approve the agreement for Architectural and Design Services for the Veterans Resource Center and Site Planning Project with Ruhnau Clarke Architects in the amount not to exceed \$124,000, including reimbursables;

Approve the contract for the period of January 15, 2018 through January 14, 2023 in the amount of \$3,129,630. Funding will be provided through the State of California Student Success and Support Program (SSSP) Set Aside Agreement;

Approve Out-of-State-travel;

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

Motion carried. (5 ayes)

The Board received the Quarterly Financial Status Report for the 2nd Quarter Ended December 31, 2017.

The Board received the Monthly Financial Report for month ending January 31, 2018

Hedrick/Figueroa moved that the Board of Trustees approve Resolution No. 42-17/18, authorizing the Chancellor, or Designee, of the District to layoff and reduce the hours of the classified service and send appropriate notification to the impacted employee.

Contracts and Agreements Report
Less than \$90,200 – All District
Resources

Architectural and Design Services
Agreement for Veterans Resource
Center and Site Planning Project
with Ruhnau Clarke Architects

Facilities Use Agreement with the
Foundation for California
Community Colleges and Riverside
Community College District acting
as the fiscal agent for The
California Community Colleges
Chancellor's Office, SSSP
Agreement.

Out-of-State-Travel

Surplus Property

CONSENT AGENDA INFORMATION

CCFS-311Q – Quarterly Financial Status
Report for the 2nd Quarter Ended December
31, 2017

Monthly Financial Report for Month
Ending –January 31, 2018

ADMINISTRATIVE REPORTS

Vice Chancellors

Resolution No. 42-17/18
Authorizing the Chancellor, or
Designee, of the District to Layoff
and Reduce Hours of the Classified
Service

Motion carried (5 ayes)

Dr. Steinback, President, Moreno Valley College, Dr. Reece, President, Norco College and Dr. Hendrick, Interim President, Riverside City College updated the Board on the upcoming events and activities occurring at their colleges.

Presidents

ACADEMIC SENATE REPORTS

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

Moreno Valley College/District

Ms. Campo presented the report on behalf of Norco College.

Norco College

Dr. Sellick presented the report on behalf of Riverside City College.

Riverside City College

BARGAINING UNIT REPORTS

Dr. Haghghat presented the report on behalf of the CTA.

CTA – California Teachers Association

Ms. Santa Cruz presented the report on behalf of the CSEA.

CSEA – California School Employees Association

BUSINESS FROM BOARD MEMBERS

Trustee Hedrick reviewed the events he attended last month; thanked the staff and police involved in the RCC incident and stressed the need of psychological services for our students; spoke of the tragedy in Florida.

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

Trustee Blumenthal explained her absence from the past few meetings; complimented Dr. Isaac on his communication with the Board; and of the tragedy in Florida and their dedicated faculty.

Trustee Figueroa thanked Dr. Reece and Dr. Steinback for accompanying the Board and highlighted the trip to Washington, DC for the legislative visits; after the recent incident in Florida, she encouraged the District to present on campus safety at the upcoming ACCT Conference in October; congratulated the Model United Nations team for their win in Switzerland.

Trustee Vackar spoke on campus safety and improving communication during emergency

incidents; desire to develop a policy that addresses shared governance and how we should approach and work with each group; encouraged everyone to attend the Chancellor's Welcome Reception on February 22nd.

The Board adjourned to closed session at 8:42 p.m. and reconvened at 8:55 p.m. after considering the following closed session items:

CLOSED SESSION

The Board announced no action was taken.

Pursuant to Government Code
Section 54957, Public Employee
Discipline/Dismissal/Release

The Board adjourned the meeting at 8:56 p.m.

ADJOURNMENT

Official Minutes
Approved on

Certified By: _____

Agenda Item (IV-A)

Meeting 3/20/2018 - Regular
Agenda Item Chancellor's Reports (IV-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

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

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (IV-B)

Meeting 3/20/2018 - Regular
Agenda Item Chancellor's Reports (IV-B)
Subject Five to Thrive Presentation on Riverside City College's Music Department
College/District Riverside
Information Only

Background Narrative:

Each month a faculty member is invited through the Academic Senate to present on teaching and programs. This month, Associate Professor Kevin Mayse is presenting an update on Riverside City College's Music Department.

Prepared By: Irving Hendrick, Interim President, Riverside City College

Attachments:

[RCC Music Department Update](#)



*Five to Thrive:
RCC Music Department Update*

Board of Trustees Meeting

March 20, 2018

Kevin Mayse, Associate Professor, Music

Music Department Mission

The Mission of the Music Department at Riverside City College is to provide students the means to accomplish their goals in music with an educational program that prepares them to contribute as artists, educators, audience members and supporters of the arts. Our standard is to meet the cultural, educational, and social needs of the community through excellent musical performances, school visitations, workshops, and master classes. At the heart of the department are outstanding arts experiences, superior teaching, and access to an aesthetic learning education.

Music Department Facts

- **443 Declared Music Majors**

- **Total Headcount:**

2012-2013

3,681

2016-2017

4,723

- **Total FTES generated:**

2012-2013

552.5

2016-2017

746.92

Music Department Facts

- **Efficiency (WSCH/FTEF):**

2012-2013

512

2016-2017

580.1

- **Success:**

2012-2013

70.3

2016-2017

73.1

- **Retention:**

2012-2013 81%

81%

2016-2017 87%

87%

Music Department Outreach

- Tribute to John Philip Sousa Honor Band:
 - 85 students representing 22 local High Schools
- Tribute to King Karl King Honor Band:
 - 85 students representing 35 High Schools, Junior Highs & Middle Schools
- Tribute to Duke Ellington Honor Band:
 - 25 students representing 7 High Schools
- Tribute to Count Basie Honor Band:
 - 25 students representing 12 High Schools, Junior Highs & Middle Schools

Music Department Outreach Continued

- Concert Band Festival: 40 bands, 2,400 performers 4,000 total participants
- Jazz Festival: 80 bands 250 performers 2,500 total participants
- Choralfest: 50 schools 1,500 performers
- Eric Whitacre Festival: 375 performers 22 schools
- Avi Kaplan (Penatonix) Festival: 350 performers 18 schools
- Big Orange Classic: 25 bands 3,000 students
- Guitar Day (Festival and Competition)

Music Department Recent Performances/Awards

Marching Band – 2014-2018 Rose Parades/2018 Macy's Parade in New York

Wind Ensemble – Featured performer at the International Music Festival at Disney Hall

Jazz Ensemble #1 – First Place Reno Jazz Festival, Downbeat Awards– Best 2 year Jazz Ensemble – Best College student composition, Best College Student soloist

Chamber Singers Bela Bartok Chorale Festival in Hungary Summer 2018

Chamber Singers Tour of Russia concert - 30,000 live feed hits Summer 2016

Music Department Guest Artists and Guest Speakers

- Vince DiMartino – International Trumpet Soloist
- Harvey Pittel – International Saxophone Soloist
- Jeff Hellmer – University of Texas
- Jerry Junkin – University of Texas
- Kevin Sedatole – Michigan State University
- Mike Haithcock – University of Michigan
- Eric Whitacre – World Renowned Composer
- Avi Kaplan – (Penatonix)
- Rusty Anderson (Paul McCartney's guitarist)
- Benjamin Verdery – Classical Guitar Virtuoso/Yale University

Music Department Guest Artists and Guest Speakers Continued

- Tom Hooten, Principal Trumpet Los Angeles Philharmonic

“The Coil School of the Arts Concert Hall is a true sonic gem. I had the pleasure of playing here recently and found it to be one of the most warm and responsive halls I’ve ever played in and I hope to have the chance again in the future. Not only is it great for the performer, it will add great depth to the development of young musicians looking to build their own sound either instrumentally or vocally”.

Music Department Guest Artists and Guest Speakers Continued

- Larry Zalkind – Eastman School of Music

Last year I had the honor and privilege of performing with the RCC Wind Ensemble in their new Concert hall. This is my third trip to RCC. Each time I have worked with this group and Kevin Mayse, I am wowed by the quality and commitment. I have never seen a community college music program at this level. Their beautiful new Concert hall has a most thoughtful design and sounds fantastic. It is an amazing venue."

RCC Music Department is extremely proud of our alumni. Below is a list of institutions that students attended after studying music at RCC

Arizona State University	Curtis Institute of Music	UCLA
Azusa Pacific University	East Tennessee State University	UCR
Berklee School of Music	Ithaca College	University of Indiana
Biola University	La Sierra University	University of New Mexico
Boston Conservatory of Music	Northern Arizona University	University of North Carolina Chappel Hill
Cal Arts	Paris Conservatory of Music	University of Pacific
Cal State Fullerton	Pepperdine University	University of Redlands
Cal State Long Beach	San Francisco Conservatory of Music	University of Texas
Cal State Los Angeles	Stony Brook University NY	US Army Band
Cal State Northridge	UC Berkeley	US Coast Guard Band
Cal State San Bernardino	UC Irvine	US Marine Band
		Washington Adventist University, Maryland

**Thank
You**

Agenda Item (IV-C)

Meeting 3/20/2018 - Regular
Agenda Item Chancellor's Reports (IV-C)
Subject Healthcare Update
College/District District
Information Only

Background Narrative:

At the November 5, 2013 regular Board of Trustees meeting, the Board of Trustees requested an update of the healthcare issue at each Board meeting.

Any new claims or concerns will be brought forward.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

None.

Agenda Item (IV-D)

Meeting 3/20/2018 - Regular

Agenda Item Chancellor's Reports (IV-D)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

College/District District

Information Only

Background Narrative:

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

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[Monthly Planning Calendar](#)

RECOMMENDED 2017-18 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item *(Consent Item)
August	<ul style="list-style-type: none"> • Resolution Regarding Appropriations Subject to Proposition 4 – Gann Limitation*
September	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report (4th Quarter) * • Public Hearing and Budget Adoption for the Fiscal Year RCCD Budget
October	<ul style="list-style-type: none"> • Annual Master Grant Submission Schedule • Emeritus Awards, Faculty • Presentation of Annual Report by Measure C Citizens’ Bond Oversight Committee • CCFS 311 Annual Financial and Budget Report* • Jeanne Clery Act Report
November	<ul style="list-style-type: none"> • CCFS-311Q Financial and Budget Report (1st Quarter)* • Annual Proposition 39 Financial and Performance Audits
December	<ul style="list-style-type: none"> • Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments. • Annual Board of Trustees Meeting Calendar for January-December • Annual District Academic Calendar • Annual Independent Audit Report for RCCD • Annual Independent Audit Report for RCCD Foundation • Fall Scholarship Award to Student Trustee • Signature Authorization*
January	<ul style="list-style-type: none"> • Grants Office Annual Winter Report • Federal Legislative Update • Annual Nonresident Tuition and Capital Outlay Surcharge Fees • Proposed Curricular Changes • Agreement for Information Technology Support Services to the Galaxy System with Riverside County Superintendent of Schools*
February	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report (2nd Quarter)* • Presentation of Governor’s Budget Proposal • Recommendation Not to Employ (March 15th Letters)
March	<ul style="list-style-type: none"> • Annual Adoption of Education Protection Account Funding and Expenditures
April	<ul style="list-style-type: none"> • Academic Rank – Full Professors • Annual Authorization to Encumber Funds (Resolution for RCOE) • Presentation on Fiscal Year RCCD Budget Planning • Proposed Curricular Changes
May	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report (3rd Quarter) • Summer Workweek • College Closure – Holiday Schedule • Resolution to Recognize Classified School Employee Week • Board of Trustees Annual Self-Evaluation • Chancellor’s Evaluation • Annual Institutional Effectiveness Goals for Fiscal Viability and Programmatic Compliance with State and Federal Guidelines
June	<ul style="list-style-type: none"> • Administration of Oath of Office to Student Trustee • Spring Scholarship Award to Student Trustee • Department Chairs and Stipends, Academic Year • Coordinator Assignments • Extra-Curricular Assignments • Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded Academic Administrator Employment Contracts • Tentative Budget • Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals • Moreno Valley College Catalog • Norco College Catalog • Riverside City College Catalog • Board Self Evaluation – Reporting Out

COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
<div data-bbox="499 732 846 1122" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> ✓ Board report & backup materials attached for review by the Cabinet. ■ Board report and/or backup not yet complete – review pending. ★ Approved by the Cabinet for placement on the Board agenda. <p>ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 2/21/18 & 3/14/18.</p> </div>				

Agenda Item (V-A)

Meeting 3/20/2018 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

Background Narrative:

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

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[Student Report](#)



ASSOCIATED STUDENTS MORENO VALLEY COLLEGE
BOARD REPORT
March, 2018

- On Tuesday, March 6th ASMVC celebrated Women's HERstory month by hosting a panel of MVC prominent female leaders sharing their stories of successes, challenges, and discrimination if any and answered questions from student participants. Our Female Guest Speakers were College President, Dr. Robin Steinbeck, Student Trustee Jeanette Hazelwood, and Professors' Ann Pfeifle and Kathryn Stevenson. Light refreshments were provided.
- Associated Students of Moreno Valley College will be participating in the ASACC (American Student Association of Community Colleges) conference in Washington DC., March 14 – 21, 2018. Six members of the Student Leadership team along with Faculty Advisor Ms. Moore will be attending our nation's capital where they will be meeting with Legislators to voice students concerns and stances on issues that affect our education. Additionally, they will have the opportunity to visit the Nation's Capital, the White House, National Monuments and historic sites while in town.
- The Associated Students of Moreno Valley College will be celebrating the "27th year College Birthday", on Tuesday, March 13 from 12pm to 2pm on the Lion's Den Patio. Students participating will receive a "goody bag" of school supplies, ice cream, cake, and a BBQ. Fun will be had by all,
- On Friday, March 23, 2018 ASMVC will host the annual Spring Egg Hunt from 3pm – 6pm. Free for children, ages 10 and under, with an adult. Free activities include petting zoo, grassy area games, arts & crafts, and the egg hunt. A small fee will be collected for "photos with the Easter Bunny and Face Painting. Food items will be sold by clubs on campus for fundraising purposes.
- Friday, March 23, 2018 Moreno Valley College Cesar E. Chavez Scholarship Committee will be hosting an Art Exhibit featuring ALL student entries and "Live Mariachi" on the Library Patio, starting at 7 am.
- Friday, March 23, 2018 Moreno Valley College will be honoring the legacy of Cesar E. Chavez and will recognize scholarship competitors and recipients during the event scheduled at 7: 30 am in the Student Academic Services building room 121.
- ASMVC will be hosting the annual Blood Drive & Health Faire in collaboration with Life Stream of San Bernardino County & MVC Health Services on Tuesday, March 27, 2018, 9 am – 2pm in Student Academic Services building room 121.
- ASMVC will be hosting an event to honor the legacy of Cesar E. Chavez on Thursday, March 29th, 2018 from 12 – 2pm, on the Lion's Den Patio. The Spanish Club will be collaborating with ASMVC for this event. The event will be for all students that have paid their Student Services Fees.



ASSOCIATED STUDENTS OF NORCO COLLEGE

Board of Trustees, March 2018

Norco College's report:

- Five students will be attending HACU Capitol Forum on April 8th in Washington DC with two administrators, and they will be advocating on behalf of DREAMers. We were able to get help from the administration at Norco College to fund this trip.
- We are excited to report that a DREAMer's and LGBTQ Unity Zone is officially open, it's located in the Center for Student Success building room 216.
- We will be having our 2nd annual Chill-Out event on March 23rd from 3-7pm. We will be having over 30 tons of snow, it will be held in the Amphitheatre. We are expecting to have over 300 attendees and it is open to the community.
- We are continuing to work on the shade sails, it will cover the current amphitheatre providing a shaded sitting area for the students.
- We are currently having a lot of discussions regarding safety and we are currently planning to create more awareness on campus by downloading Rave Guardian and how it works.

Best regards,

Associated Students of Norco College

ASSOCIATED STUDENTS of riverside city college



MARCH 2018

Board of Trustees Student Monthly Report

***On February 23**, we hosted our first leadership conference, "ASRCC Next Generation leadership Conference with Taye Diggs," who was our keynote speaker. There were approximately 5 High Schools that attended plus the Upward Bound students. In addition, our ASO's were able to meet him and talk about their future career goals.

***February 27**- March 1st we hosted club rush.

***March 8th** - After Hours. ASRCC provided refreshments and small pastries for the students who take evening classes.

***March 20th** - ASRCC will be recognizing the amazing women at RCC. As well as giving goodie bags to the women with different items inside.

***March 30-31** - ASRCC will be going on a retreat to the San Diego Zoo. It's called the Roar n' Snore. We will be taking a night life tour of the safari, as well as doing several bonding and team building activities: and spending the night there in tents.

Best Regards,

Associated Student of Riverside City College

Agenda Item (VI-A-1)

Meeting 3/20/2018 - Regular

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

Subject Academic Personnel

College/District District

Funding

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

Background Narrative:

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

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20180320_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: March 20, 2018

1. Appointments

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

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

- a. Management Contract
(None)
- b. Contract Faculty
(None)
- c. Long-Term, Temporary Faculty
(None)
- d. Extra-Curricular Assignments, Academic Year 2017-18
Additions to the list submitted/approved by the Board of Trustees on June 20, 2017.
(None)

2. Department Chairs and Stipends, Academic Year 2017-18

Changes to the list submitted/approved by the Board of Trustees on August 15, 2017.

<u>Name</u>	<u>Department</u>	<u>Stipend</u>	<u>Effective Date</u>
Cramm, Kenneth	Mathematics	25%	02/12/18
Sanchez, Marc	Mathematics	25%	02/12/18
Wong, Chau Jason	Mathematics	50%	02/12/18

3. Salary Reclassification(s)

Board Policy 7160 establishes the procedures for professional growth and salary reclassification.

It is recommended the Board of Trustees grant a salary reclassification to the following faculty member(s).

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Bemiller, Quinton	F	G	04/01/18
Kobzeva-Herzog, Elena	D	E	04/01/18
Nelson, Lee	E	F	04/01/18
Parker, LaTonya	G	H	04/01/18
Williams, Sigrid	G	H	04/01/18

4. Separations (s) – Resignation(s) and Retirement(s)

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

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

<u>Name</u>	<u>Position Title</u>	<u>Last Day of Employment</u>
RESIGNATION(S):		
Brackett, Trevor	Assistant Professor, Counseling	02/20/18
RETIREMENT(S):		
Wyckoff, Charles	Associate Professor, Business Administration	07/26/18

Agenda Item (VI-A-2)

Meeting 3/20/2018 - Regular

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

Subject Classified Personnel

College/District District

Funding

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

Background Narrative:

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

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20180320_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: March 20, 2018

1. Appointments

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

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

<u>Name</u>	<u>Position</u>	<u>Effective Date (On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory (None)				
b. Management/Supervisory – Categorically Funded MORENO VALLEY COLLEGE				
Dech, Christopher	Project Director, Foster Youth Support Network	03/21/18	R-2	Promotion
c. Classified/Confidential				
DISTRICT				
Kleveno, Taylor	Officer, Safety & Police	03/21/18	N-2	Appointment
Diehl, William	Analyst/Programmer	03/21/18	S-3	Transfer
RIVERSIDE CITY COLLEGE				
Northcott, Jason	Riverside Aquatics Complex Coordinator	03/21/18	M-5	Appointment
d. Classified/Confidential - Categorically Funded				
<u>Name</u>	<u>Position</u>	<u>Effective Date (On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
MORENO VALLEY COLLEGE				
Lopez, Melissa	Enrollment Services Assistant (Part-Time, 47.5%)	03/21/18	E-1	Appointment

Subject: Classified Personnel

Date: March 20, 2018

2. Request(s) for Temporary Increase/Decrease in Workload

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

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Lizardi, Angel	Administrative Assistant III	47.5% to 100%	03/01/18-06/30/18
Turrubiarres, Daniel	Grants Admin. Specialist	70% to 100%	02/21/18-06/30/18

3. Request to Change Grade/Step

At their regular meeting on February 20, 2018, the Board of Trustees approved the appointment of Andrew Davis, Network Specialist - Data, to be effective February 21, 2018.

There is a necessity to change the Grade/Step from P-1 to P-3. It is recommended the Board of Trustees approve the change for Andrew Davis, Network Specialist - Data to Grade/Step P-3, effective February 21, 2018.

At their regular meeting on February 20, 2018, the Board of Trustees approved the appointment of Sandra Martinez, Director Student Financial Services, to be effective February 21, 2018.

There is a necessity to change the Grade/Step from V-1 to V-3. It is recommended the Board of Trustees approve the change for Sandra Martinez, Director Student Financial Services to Grade/Step V-3, effective February 21, 2018.

4. Request for a Non-Paid Leave of Absence

It is recommended the Board of Trustees approve a non-paid leave of absence for Antoinette Van Buhler, Instructional Department Specialist, effective March 1, 2018 – April 30, 2018.

5. Separation(s) – Resignation(s) and/or Retirement(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>
RESIGNATION(S)		
Revollo, Jennifer	Outreach Specialist	03/29/18
RETIREMENT(S)		
Garcia, John	Athletic Equipment Manager	06/05/18

Agenda Item (VI-A-3)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

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

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20180320_Other Personnel](#)
[20180320_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel

Date: March 20, 2018

1. Substitute Assignments

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

2. Short-Term Positions

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

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

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

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO				
Chavez, Carol	Specialist	Services	03/06/18-05/05/18	\$22.95
RIVERSIDE				
Avalos, Manuel	Custodian	Facilities	03/05/18-06/30/18	\$17.39
Carrillo, Juan	Custodian	Facilities	03/05/18-06/30/18	\$17.39
Cortes, Brian	Custodian	Facilities	03/05/18-06/30/18	\$17.39
Cortez, Faith	Custodian	Facilities	03/05/18-06/30/18	\$17.39
Dean, Chance	Designer/Technical Director	Theatre Auxiliary Business	02/12/18-06/30/18	\$33.16
Sorney, Danielle	Cashier Clerk	Services	02/23/18-04/23/18	\$20.86

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE				
Capetillo, Alexander	Student Group Leader	Support Disability Resource	03/07/18-06/07/18	\$12.00
Crabtree, Amanda	Interper I	Center Early Childhood	02/21/18-06/30/18	\$25.00
Graham, Carly	Office Assistant III	Studies	02/01/18-06/30/18	\$12.50

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

Backup Other Personnel
March 20, 2018
Page 1 of 2

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Gaynor, Isabelle	Student Aide III	Academic Support	03/08/18	\$ 12.00
Karkoukli, Sarah	Student Aide I	Tutorial Services	02/12/18	\$ 11.00
Millage, Rajonae	Student Aide III	First Year Experience	02/14/18	\$ 12.00
Munir, Ezza	Student Aide III	First Year Experience	02/12/18	\$ 12.00
NORCO COLLEGE				
Alam, Refath	Student Aide III	BEIT	03/07/18	\$ 11.00
Birdwell, Austin	Student Aide III	Tutorial Services	02/22/18	\$ 12.50
Brandon, Audrey	Student Aide III	Grants and Equity	02/22/18	\$ 12.50
Culwell, Sarah	Student Aide III	Tutorial Services	02/22/18	\$ 12.50
Lopez, Bianca	Student Aide III	STEM	03/07/18	\$ 12.50
Martinez, Leslie	Student Aide III	BEIT	03/07/18	\$ 11.00
Perez-Stackhouse, Amanda	Student Aide III	Supplemental Instruction	02/23/18	\$ 12.50
Shirinian, Seda	Student Aide III	Supplemental Instruction	02/23/18	\$ 12.50
Turner, William	Student Aide III	Tutorial Services	02/22/18	\$ 12.50
White, Austin	Student Aide III	Supplemental Instruction	02/22/18	\$ 12.50
RIVERSIDE CITY COLLEGE				
Alvarez-Ruiz, Shakira	Student Aide III	SSS/Promise	02/20/18	\$ 12.00
Besson, Guillame	Student Aide I	Tutorial Services	02/20/18	\$ 11.00
Garcia, Erika	Student Aide I	Food Services	02/13/18	\$ 11.00
Gutierrez, Babie	Student Aide II	Upward Bound	02/13/18	\$ 12.00
Johnson, Grace	Student Aide III	SSS/Promise	02/20/18	\$ 12.00
Leon Du, Edwin	Student Aide I	Center for International Students	02/13/18	\$ 11.00
Louka, Jonathan	Student Aide I	Performing Arts/Music	02/20/18	\$ 11.00
Rodriguez, Alexandra	Student Aide I	WRC Lab Aide	02/13/18	\$ 11.00
Shelton, Mekka	Student Aide I	Music/Performing Arts	02/24/18	\$ 11.00
Simons, Stephanie	Student Aide I	ECE/CDC	02/24/18	\$ 11.00
Toops, Maricela	Student Aide I	Tutorial Services	02/13/18	\$ 11.00
Tran, Chancellor	Student Aide I	Tutorial Services	02/13/18	\$ 11.00
Tucker, Jacob	Student Aide I	Outreach/Welcome Center	02/20/18	\$ 11.00
Tumbleson, Bradley	Student Aide I	WRC Lab Aide	02/13/18	\$ 11.00
Vasquez, Robert	Student Aide I	Math Learning Center	02/15/18	\$ 11.00
Velarde-Arvayo, Clara	Student Aide I	ECE/CDC	02/24/18	\$ 11.00
Velasco, Samantha	Student Aide I	Tutorial Services	02/15/18	\$ 11.00
Williams, Rachel	Student Aide I	Tutorial Services	02/24/18	\$ 11.00

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

Backup Other Personnel
March 20, 2018
Page 2 of 2

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>CATEGORICAL FUNDS</u>				
AMERICA COUNTS PROGRAM				
Tran, Mary	Student Aide II	The Growing Place	02/13/18	\$ 12.00
COMMUNITY SERVICE PROGRAM				
Coker, Naysha	Student Aide I	Norco DRC	03/06/18	\$ 11.00
Collins, Lanyah	Student Aide II	City of Riverside / Eastside Library	02/15/18	\$ 11.00
Gallegos, Evelyn	Student Aide V	Boys & Girls Club/ MVC City of Riverside /	03/08/18	\$ 14.75
Gonzalez, Edana	Student Aide II	Arlington Libraru	02/24/18	\$ 11.00
Honesto, Michael	Student Aide II	Norco College Safety	03/12/18	\$ 12.00
Martinez, Adrena	Student Aide I	Norco DRC	03/12/18	\$ 11.00
Mikhniouk, Alexander	Student Aide I	Norco DRC City of Riverside /	03/06/18	\$ 11.00
Nava, Kimberly	Student Aide II	Eastside Library	02/20/18	\$ 11.00
Perez, Gabriel	Student Aide II	Norco College Safety	03/06/18	\$ 12.00
Quin, Jessica	Student Aide I	DSS	02/15/18	\$ 11.00
MORENO VALLEY COLLEGE				
Ambriz, Ninive	Student Aide III	First Year Experience	02/12/18	\$ 12.00
Padworski, Ashlee	Student Aide I	Umoja	02/22/18	\$ 11.00
Preciado, Laura	Student Aide I	Library	03/08/18	\$ 11.00
Smith, Ryan	Student Aide I	Library	03/08/18	\$ 11.00
Traylor, Celeste	Student Aide III	Umoja	02/14/18	\$ 12.00
NORCO COLLEGE				
Aguilar, Aleena	Student Aide I	EOPS	03/12/18	\$ 11.00
Arreola, Estevan	Student Aide II	BEIT	02/21/18	\$ 12.00
Castaneda, Jose	Student Aide II	Veteran's Office	02/22/18	\$ 11.00
Karimi Mosavi, Yasaman	Student Aide I	Library	02/22/18	\$ 11.00

Agenda Item (VI-B-1)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$7,270,713, and District Warrant Claims totaling \$6,187,305.

Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$7,270,713 requested by staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 282044 - 283208) totaling \$6,187,305, paid against approved Purchase Orders, have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[03202018_Contracts and Purchase Orders Over \\$90,200 Report \(February\)](#)

Contracts and Agreements Report-All Purchases
 Over \$90,200
 02/01/18 thru 02/28/18

PO#	Department	Vendor	Description	Amount
C0005900	Career and Technical Ed - Rubidoux Annex	College of the Desert	Strong Workforce Program Grant / Contract Sub Agrmnt	\$ 817,564
C0005901	Facilities Planning & Development	Cinbad Industry, Inc.	Bid Award for ADA Barrier Removal	311,832
C0005903	Workforce Preparation - Riverside	Foundation for California Community Colleges	FCCC Facilities Use through SSSP Set-Aside Grant	3,129,630
C0005905	Facilities - Riverside	Gensler	RFP Award for RCC Master Plan	500,000
C0005922	Facilities - Norco	United Paving Company	Bid Award for Access & Egress to Norco College	148,387
C0005930	Career and Technical Ed - Rubidoux Annex	Barstow Community College	Strong Workforce Program Grant / Contract Sub Agrmnt	433,141
C0005931	Career and Technical Ed - Rubidoux Annex	San Bernardino Community College District	Strong Workforce Program Grant / Contract Sub Agrmnt	461,429
<u>Approved/Ratify Purchase Orders of \$90,200 and Over</u>				
None				
Total				<u>\$ 5,801,983</u>
All Purchase Orders, Contracts, and Additions for the Period of 2/1/18 - 2/28/18				
Contracts C5895 - C5931				\$ 222,335
Contract Additions C5228 - C5872				
Purchase Orders P63816 - P64447				\$ 936,259
Purchase Order Additions P60043 - P63786				
Blanket Purchase Orders B16828 - B16861				\$ 310,136
Blanket Purchase Order Additions B15879 - B16802				
Total				<u>\$ 1,468,730</u>
Grand Total				<u>\$ 7,270,713</u>

Agenda Item (VI-B-2-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

Background Narrative:

The 2017-18 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[03202018_Budget Adjustments](#)

Budget Adjustments March 20, 2018

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase postage and to provide for meeting expenses, travel and non-instructional help. (Fund 12, Resource 1190)		
From: Student Support Services Project	Office Supplies	\$ 9,260
To: Student Support Services Project	Student Help - Non-Instr	\$ 5,060
Veterans SSS Project	Conferences	4,000
	Meeting Expenses	100
	Postage	100
R2. Transfer to provide for rents and leases. (Fund 12, Resource 1190)		
From: Song Brown RN Special Program	Instructional Supplies	\$ 1,993
To: Song Brown RN Special Program	Rents and Leases	\$ 1,993
R3. Transfer to purchase supplies, food, copying and printing and to provide for student help. (Fund 12, Resource 1190)		
From: Student Support Services	Administrative Contingency	\$ 20,455
To: Student Support Services	Student Help – Non-Instr	\$ 10,000
	Supplies	6,455
	Food	3,000
	Copying and Printing	1,000
R4. Transfer to provide for instructional aides and for academic part-time non-instructional help. (Fund 12, Resource 1190)		
From: DSP&S	Comp Software Maint/Lic	\$ 24,727
	Supplies	11,355
	Employee Benefits	23,598
To: DSP&S	Academic PT Non-Instr	\$ 30,411
	Instr Aides, Other Overtime	29,269

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R5. Transfer to purchase supplies.		
From: Institutional Effectiveness	Travel	\$ 500
To: Institutional Effectiveness	Supplies	\$ 500
R6. Transfer to purchase classroom furniture, custodial equipment, and two cargo vans.		
From: VP Business Services	Classified FT Administrator	\$ 46,147
	Administrative Contingency	61,042
To: Facilities	Equipment	\$ 107,189
R7. Transfer to provide for classified staffing costs associated with external use of facilities.		
From: VP Business Services	Repairs	\$ 32,915
To: Facilities	CL Perm PT	\$ 7,500
	Student Help	1,000
	CL Short Term Hourly	5,500
	CL Overtime	15,252
	CL Substitute	400
	Employee Benefits	3,263
R8. Transfer to provide for professional services associated with FY 17-18 commencement.		
From: VP Business Services	Academic FT Administrator	\$ 100,000
To: Admissions and Records	Professional Services	\$ 100,000
R9. Transfer to provide for additional classified staffing for the Aquatics Center.		
From: Facilities - Aquatics	Administrative Contingency	\$ 13,867
To: Facilities – Aquatics	CL Perm PT	\$ 267
	CL Overtime	12,000
	Employee Benefits	1,600

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R10. Transfer to provide for repair services, purchase of fire extinguisher cabinets, and to provide for hazardous materials services.		
From: Facilities	Custodial Supplies	\$ 3,000
	Supplies	1
	Repair Parts	1,125
To: Facilities	Repair Services	\$ 3,131
	Other Services	601
	Fixtures and Fixed Equipment	394
R11. Transfer to purchase office furniture.		
From: Career and Technical Education - Rubidoux Annex	Other Services	\$ 716
To: Career and Technical Education - Rubidoux Annex	Equipment	\$ 716
R12. Transfer to purchase supplies.		
From: President	Administrative Contingency	\$ 2,000
To: President	Supplies	\$ 2,000
R13. Transfer to purchase supplies.		
From: Technology Support Services	Repair Services	\$ 2,213
To: Technology Support Services	Supplies	\$ 2,213
R14. Transfer to purchase supplies.		
From: Languages Humanities and Social Sciences	Travel	\$ 1,000
To: Languages Humanities and Social Sciences	Supplies	\$ 1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R15. Transfer to provide for classified short term hourly staff, copying and printing, and office supplies related to commencement.		
From: VP Student Services	Advertising	\$ 4,714
To: Admissions and Records	CL Short Term	\$ 120
	Copying and Printing	3,106
	Supplies	1,488
R16. Transfer to provide for conferences.		
From: Admissions and Records	Supplies	\$ 400
	Reference Books	300
To: Admissions and Records	Travel	\$ 700
R17. Transfer to provide for computer equipment.		
From: Athletics	Other Services	\$ 1,000
To: Athletics	Equipment	\$ 1,000

Norco

N1. Transfer to purchase supplies, a computer software maintenance/license and provide for weed removal services.		
From: Business Operations	Classified FT	\$ 9,977
To: Business Operations	Supplies	\$ 1,530
Student Activities	Supplies	2,977
Facilities	Temporary Services	5,570
N2. Transfer to provide for paving.		
From: Business Operations	Equipment	\$ 148,387
To: Facilities	Construction Contract	\$ 148,387

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N3. Transfer to purchase a new computer and to provide for repairs.		
From: Facilities	Repair Parts	\$ 2,517
To: Facilities	Equipment Repairs	\$ 2,057 460
N4. Transfer to purchase a computer software maintenance/license. (Fund 12, Resource 1190)		
From: Educational Services	Instructional Supplies	\$ 447
To: Business, Engineering & Inf. Sys.	Comp Software Maint/Lic	\$ 447
N5. Transfer to purchase supplies. (Fund 12, Resource 1190)		
From: Institutional Support, Instruction	Supplies	\$ 5,000
To: Institutional Support, Instruction	Educational Supplies	\$ 5,000
N6. Transfer to purchase supplies. (Fund 12, Resource 1190)		
From: Business, Engineering & Inform. Sys.	Inst Salaries, Reg. FT	\$ 15,000
To: Career and Technical Ed	Instructional Supplies	\$ 15,000
N7. Transfer to provide for conferences.		
From: Counseling	Supplies	\$ 140
To: Counseling	Conferences	\$ 140
N8. Transfer to purchase supplies.		
From: Community Outreach	Student Help – Non-Instr Mileage	\$ 1,400 140
To: Community Outreach	Supplies	\$ 1,540

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N9. Transfer to provide for conferences and repairs.		
From: Campus Student Services	Supplies	\$ 6,000
To: Campus Student Services	Conferences	\$ 5,000
	Repairs	1,000
N10. Transfer to realign the TANF/CalWORKs Budget and purchase a computer. (Fund 12, Resource 1190)		
From: Workforce Preparation/CalWORKs	Instructional Supplies	\$ 2,000
	Supplies	3,168
	Conferences	860
Workforce Preparation/TANF	Educational Supplies	2,130
	Repairs	450
To: Workforce Preparation/CalWORKs	Academic FT Administrator	\$ 3,011
	Classified FT	2,279
	Employee Benefits	738
Workforce Preparation/TANF	Instructional Supplies	1,004
	Copying and Printing	1,000
	Equipment	576
N11. Transfer to purchase a computer software maintenance/license. (Fund 12, Resource 1190)		
From: Business Operations	Equipment	\$ 9,234
To: Technology Support Services	Comp Software Maint/Lic	\$ 9,234
N12. Transfer to purchase supplies. (Fund 12, Resource 1190)		
From: Strong Workforce Local	Lecturers	\$ 2,800
To: Strong Workforce Local	Supplies	\$ 2,800

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Moreno Valley</u>		
M1. Transfer to provide for a conference. (Fund 12, Resource 1190)		
From: CalWORKs	Supplies	\$ 1,046
To: CalWORKs	Conferences	\$ 1,046
M2. Transfer to provide for conferences.		
From: Academic Affairs	Reference Books	\$ 131
To: Academic Affairs	Conferences	\$ 131
M3. Transfer to provide for copying and printing and postage. (Fund 12, Resource 1190)		
From: Strong Workforce Local	Classified Perm PT	\$ 15,000
To: Strong Workforce Local	Copying and Printing Postage	\$ 3,055 11,945
M4. Transfer to provide for supplies. (Fund 12, Resource 1190)		
From: Strong Workforce Regional	Equipment License Fees	\$ 10,946 7,000
To: Strong Workforce Regional	Instructional Supplies Supplies	\$ 10,946 7,000
M5. Transfer to purchase a printer.		
From: Academic Support	Short-Term Temporary Employee Benefits	\$ 814 22
To: Academic Support	Equipment	\$ 836

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M6. Transfer to provide for a conference.		
From: President	Supplies	\$ 1,685
	Periodicals/Magazines	500
	Equipment	158
College Admin Service	Short-Term Temporary	1,210
To: President	Conferences	\$ 3,553
M7. Transfer to purchase computers.		
From: Technology Support Services	Repair Parts	\$ 1,011
	Consultants	1,934
To: Technology Support Services	Equipment	\$ 2,945
M8. Transfer to purchase printers.		
From: Dean of Instruction	Supplies	\$ 1,323
To: Physical Education	Equipment	\$ 147
Mathematics	Equipment	147
English	Equipment	441
Art	Equipment	147
Psychology	Equipment	147
Economics	Equipment	147
Sociology	Equipment	147
M9. Transfer to purchase supplies.		
From: Middle College High School	Postage	\$ 300
To: Middle College High School	Supplies	\$ 300

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M10. Transfer to provide for copying and printing and supplies.		
From: Student Services	Conferences	\$ 1,358
To: Student Services	Copying and Printing Supplies	\$ 1,258 100
M11. Transfer to provide for instructional supplies. (Fund 12, Resource 1190)		
From: Gates LEA Implementation	Conferences	\$ 4,737
To: Gates LEA Implementation	Instructional Supplies	\$ 4,737
M12. Transfer to provide for student travel. (Fund 12, Resource 1190)		
From: California Wellness Foundation	Supplies	\$ 500
To: California Wellness Foundation	Travel Expenses	\$ 500
M13. Transfer to purchase food and supplies. (Fund 12, Resource 1190)		
From: Foster Youth Support	Student Help – Non-Instr Travel Expenses Meal Grants	\$ 1,000 1,000 500
To: Foster Youth Support	Supplies Food	\$ 1,000 1,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M14. Transfer to realign the Student Services and Support Program grant budget and to purchase printers. (Fund 12, Resource 1190)		
From: SSSP	Student Help – Non-Instr	\$ 27,000
	Supplies	1,163
	Tests	2,405
To: SSSP	Mileage	\$ 400
	Travel Expenses	12,000
	Conferences	15,000
	Repairs	2,405
	Comp Software Maint/Lic	210
	Equipment	553

District Office and District Support Services

D1. Transfer to purchase a computer.

From: Chancellor's Office	Supplies	\$ 4,155
To: Chancellor's Office	Equipment	\$ 4,155

D2. Transfer to provide for Ellucian consulting and training services.

From: RCCD Foundation	Copying and Printing	\$ 8,824
To: RCCD Foundation	Professional Services	\$ 8,824

D3. Transfer to provide for graphic of golf cars.

From: Business & Financial Services	Administrative Contingency	\$ 78
To: Campus Police	Equipment	\$ 78

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D4. Transfer to purchase supplies. (Fund 12, Resource 1180)		
From: Community & Economic Devel.	Other Services	\$ 2,500
To: Community & Economic Devel.	Supplies	\$ 2,500
D5. Transfer to purchase supplies. (Fund 61, Resource 6110)		
From: Risk Management	Classified FT	\$ 2,238
College Safety	Classified FT	1,058
To: Risk Management	Supplies	\$ 3,296
D6. Transfer to purchase supplies. (Fund 61, Resource 6120)		
From: Risk Management	Classified FT	\$ 1,648
College Safety	Classified FT	1,058
To: Risk Management	Supplies	\$ 2,706
D7. Transfer to purchase supplies and to provide for conferences.		
From: Human Resources & Diversity	Equipment	\$ 7,625
To: Human Resources & Diversity	Supplies	\$ 1,625
HR & Employee Relations	Conferences	6,000
D8. Transfer to provide for repairs.		
From: Administrative Services Center	Equipment	\$ 2,500
To: Administrative Services Center	Repairs	\$ 2,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D9. Transfer to provide for a membership.		
From: Institutional Research	Instructional Supplies	\$ 50
	Copying and Printing	50
To: Institutional Research	Memberships	\$ 100
D10. Transfer to provide for conferences. (Fund 12, Resource 1190)		
From: Adult Ed Block Grant	Supplies	\$ 5,200
	Equipment	300
To: Adult Ed Block Grant	Conferences	\$ 5,500
D11. Transfer to provide for conferences. (Fund 12, Resource 1190)		
From: Sector Navigator	Employee Benefits	\$ 6,400
To: Sector Navigator	Conferences	\$ 6,400
D12. Transfer to provide for periodicals/magazines. (Fund 12, Resource 1190)		
From: Procurement Assistance Center	Administrative Contingency	\$ 600
To: Procurement Assistance Center	Periodicals/Magazines	\$ 600
D13. Transfer to purchase a chair. (Fund 12, Resource 1050)		
From: Safety & Police	License Fees	\$ 273
To: Safety & Police	Equipment	\$ 273
D14. Transfer to purchase a ballistic vest.		
From: Safety & Police	Pre-Employment Testing	\$ 435
To: Safety & Police	Equipment	\$ 435

Agenda Item (VI-B-3-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 45-17/18 – 2017-2018 California State Trade Expansion Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$10,000 to the budget.

Background Narrative:

The Riverside Community College District has received program income from workshops for the 2017-2018 California State Trade Expansion Program in the amount of \$10,000. The funds will be used for conferences.

Prepared By: Wolde-Ab Isaac, Chancellor
Richard Keeler, Dean, Grants and Economic Development
Jeff Williamson, Statewide Dir, Center for International Trade Development

Attachments:

[03202018_Resolution No. 45-17/18 – California State Trade Expansion Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 45-17/18

2017-2018 California State Trade Expansion Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$10,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 45-17/18
 2017-2018 California State Trade Expansion Program**

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0222	8890	10,000	00	REVENUE
									EXPENDITURES
12	AXD	1190	0	6819	0222	5220	10,000	00	Conferences
							10,000	00	TOTAL REVENUE
							10,000	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-b)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 46-17/18 – 2017-2018 Full Time Student Success Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$238,335 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2017-2018 Full Time Student Success Program in the amount of \$238,335 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$106,299 and Moreno Valley College - \$132,036. The funds will be used for student grants.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Robin Steinback, President, Moreno Valley College
FeRita Carter, Vice President of Student Services (RCC)
Dyrell Foster, Vice President, Student Services (MVC)

Attachments:

[03202018_Resolution No. 46-17/18 – Full Time Student Success Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 46-17/18

2017-2018 Full Time Student Success Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$238,335 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 46-17/18
 2017-2018 Full Time Student Success Program**

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0383	8629	106,299 00	REVENUE
12	F00	1190	0	0000	0383	8629	132,036 00	↓
								EXPENDITURES
12	DZE	1190	0	6460	0383	5890	106,299 00	Student Grants
12	FZE	1190	0	6460	0383	5890	132,036 00	Student Grants
							238,335 00	TOTAL REVENUE
							238,335 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-c)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 47-17/18 – 2017-2018 Strong Workforce Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$1,435,523 to the budget.

Background Narrative:

The Riverside Community College District has received additional funding for the 2017-2018 Strong Workforce Program in the amount of \$1,435,523 from the California Community Colleges Chancellor's Office. The funds will be used for salaries, benefits, and other operating expenses.

Prepared By: Wolde-Ab Isaac, Chancellor
Susan Mills, Vice President, Planning & Development (Riverside)
Julie Pehkonen, Director, Career and Technical Education

Attachments:

[03202018_Resolution No. 47-17/18 – Strong Workforce Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 47-17/18

2017-2018 Strong Workforce Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$1,435,523 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 47-17/18
 2017-2018 Strong Workforce Program

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0346	8659	293,635 00	REVENUE
12	E00	1190	0	0000	0346	8659	94,471 00	
12	F00	1190	0	0000	0346	8659	95,438 00	
12	A00	1190	0	0000	0347	8659	951,979 00	↓
								EXPENDITURES
12	DJC	1190	0	6010	4346	4590	50,000 00	Office and Other Supplies
12	DJC	1190	0	6010	4346	5910	11,294 00	Indirect Admin Costs
12	DJC	1190	0	6010	4346	6481	182,341 00	Equip Additional \$200-\$4999
12	DJC	1190	0	6010	4346	6485	50,000 00	Comp Equip Addl \$200-\$4999
12	EJC	1190	0	6010	4346	5630	40,838 00	Office Lease
12	EJC	1190	0	6010	4346	5910	3,633 00	Indirect Admin Costs
12	EJC	1190	0	6010	4346	6485	50,000 00	Comp Equip Addl \$200-\$4999
12	FJC	1190	0	6010	4346	1490	20,000 00	Acad Special Project
12	FJC	1190	0	6010	4346	3130	2,886 00	Employee Benefits
12	FJC	1190	0	6010	4346	3335	290 00	
12	FJC	1190	0	6010	4346	3470	40 00	
12	FJC	1190	0	6010	4346	3530	10 00	
12	FJC	1190	0	6010	4346	3630	200 00	↓
12	FJC	1190	0	6010	4346	4590	20,000 00	Office and Other Supplies
12	FJC	1190	0	6010	4346	5198	15,194 00	Industry Experts
12	FJC	1190	0	6010	4346	5910	8,477 00	Indirect Admin Costs
12	FJC	1190	0	6010	4346	6481	15,000 00	Equip Additional \$200-\$4999
12	FJC	1190	0	6010	4346	6485	13,341 00	Comp Equip Addl \$200-\$4999
12	AJV	1190	0	6010	4347	5197	873,107 00	Grant/Contract Sub-Agreemt
12	AJV	1190	0	6010	4347	5198	13,392 00	Prof Writer/Photographer
12	AJV	1190	0	6010	4347	5211	50,000 00	Meeting Expenses
12	AJV	1190	0	6010	4347	5220	15,480 00	Conferences
							1,435,523 00	TOTAL REVENUE
							1,435,523 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-d)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 48-17/18 – 2017-2018 Mental Health Services Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$350,000 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received funding for the 2017-2018 Mental Health Services Grant in the amount of \$350,000 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$140,000, Norco College - \$105,000, and Moreno Valley College - \$105,000. The funds will be used for salaries, benefits, and other operating expenses.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Bryan Reece, President Norco College
Robin Steinback, President, Moreno Valley College
Richard Keeler, Dean, Grants and Economic Development
FeRita Carter, Vice President of Student Services (RCC)
Monica Green, Vice President, Student Services (NC)
Dyrell Foster, Vice President, Student Services (MVC)

Attachments:

[03202018_Resolution No. 48-17/18 – Mental Health Services Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 48-17/18

2017-2018 Mental Health Services Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$350,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 48-17/18
 2017-2018 Mental Health Services Grant

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0236	8659	140,000 00	REVENUE
12	E00	1190	0	0000	0236	8659	105,000 00	↓
12	F00	1190	0	0000	0236	8659	105,000 00	↓
								EXPENDITURES
12	DZD	1190	0	6440	0236	2339	58,500 00	Classified FT
12	DZD	1190	0	6440	0236	3325	849 00	Employee Benefits
12	DZD	1190	0	6440	0236	3460	117 00	↓
12	DZD	1190	0	6440	0236	3520	29 00	↓
12	DZD	1190	0	6440	0236	3620	585 00	↓
12	DZD	1190	0	6440	0236	4555	2,200 00	Copying/Printing
12	DZD	1190	0	6440	0236	4590	19,543 00	Office and Other Supplies
12	DZD	1190	0	6440	0236	4710	9,000 00	Food
12	DZD	1190	0	6440	0236	5045	2,000 00	Postage
12	DZD	1190	0	6440	0236	5198	5,000 00	Data Gathering for Evaluation
12	DZD	1190	0	6440	0236	5198	8,000 00	Faculty & Staff Training
12	DZD	1190	0	6440	0236	5210	500 00	Mileage
12	DZD	1190	0	6440	0236	5220	2,300 00	Conferences
12	DZD	1190	0	6440	0236	5890	5,000 00	Quick Resource Guide
12	DZD	1190	0	6440	0236	5890	10,560 00	Peer to Peer Stipends
12	DZD	1190	0	6440	0236	5890	4,000 00	Contest Incentives
12	DZD	1190	0	6440	0236	5890	2,000 00	Music for Health Fair
12	DZD	1190	0	6440	0236	5910	5,385 00	Indirect Admin Costs
12	DZD	1190	0	6440	0236	6481	4,432 00	Equip Additional \$200-\$4999
12	EZD	1190	0	6440	0236	2339	56,160 00	Acad PT Non-Instructional
12	EZD	1190	0	6440	0236	3325	814 00	Employee Benefits
12	EZD	1190	0	6440	0236	3460	112 00	↓
12	EZD	1190	0	6440	0236	3520	28 00	↓
12	EZD	1190	0	6440	0236	3620	562 00	↓
12	EZD	1190	0	6440	0236	4555	500 00	Copying/Printing
12	EZD	1190	0	6440	0236	4590	8,652 00	Office and Other Supplies
12	EZD	1190	0	6440	0236	5045	500 00	Postage
12	EZD	1190	0	6440	0236	5198	2,000 00	Faculty & Staff Training
12	EZD	1190	0	6440	0236	5210	500 00	Mileage
12	EZD	1190	0	6440	0236	5220	2,420 00	Conferences

12	EZD	1190	0	6440	0236	5890	750	00	Quick Resource Guide
12	EZD	1190	0	6440	0236	5890	26,400	00	Peer to Peer Stipends
12	EZD	1190	0	6440	0236	5910	4,038	00	Indirect Admin Costs
12	EZD	1190	0	6440	0236	6481	1,564	00	Equip Additional \$200-\$4999
12	FZD	1190	0	6440	0236	2339	56,160	00	Instructional Aides Reg PT
12	FZD	1190	0	6440	0236	3325	814	00	Employee Benefits
12	FZD	1190	0	6440	0236	3460	112	00	
12	FZD	1190	0	6440	0236	3520	28	00	
12	FZD	1190	0	6440	0236	3620	562	00	↓
12	FZD	1190	0	6440	0236	4555	500	00	Copying/Printing
12	FZD	1190	0	6440	0236	4590	8,652	00	Office and Other Supplies
12	FZD	1190	0	6440	0236	5045	500	00	Postage
12	FZD	1190	0	6440	0236	5198	2,000	00	Faculty & Staff Training
12	FZD	1190	0	6440	0236	5210	500	00	Mileage
12	FZD	1190	0	6440	0236	5220	2,420	00	Conferences
12	FZD	1190	0	6440	0236	5890	750	00	Quick Resource Guide
12	FZD	1190	0	6440	0236	5890	26,400	00	Peer to Peer Stipends
12	FZD	1190	0	6440	0236	5910	4,038	00	Indirect Admin Costs
12	FZD	1190	0	6440	0236	6481	1,564	00	Equip Additional \$200-\$4999
							350,000	00	TOTAL REVENUE
							350,000	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-e)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 49-17/18 – 2017-2018 Proposition 39 Clean Energy Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$100,000 to the budget.

Background Narrative:

The Riverside Community College District has received additional funding for the 2017-2018 Proposition 39 Clean Energy Grant in the amount of \$100,000 from the California Community Colleges Chancellor's Office passed through from Grossmont-Cuyamaca Community College District. The funds will be used for salaries, benefits, and other operating expenses.

Prepared By: Bryan Reece, President Norco College
Dr. Kevin Fleming, Dean of Instruction, Career and Technical Education
Jesse Lopez, Career & Technical Education Project Supervisor

Attachments:

[03202018_Resolution No. 49-17/18 – Proposition 39 Clean Energy Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 49-17/18

2017-2018 Proposition 39 Clean Energy Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$100,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 49-17/18
 2017-2018 Proposition 39 Clean Energy Grant

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	E00	1190	0	0000	0031	8658	100,000	00	REVENUE
									EXPENDITURES
12	EJC	1190	0	6010	4031	1490	5,000	00	Non-Instructional Salaries
13	EJC	1190	0	6010	4031	3130	722	00	Employee Benefits
12	EJC	1190	0	6010	4031	3335	73	00	
12	EJC	1190	0	6010	4031	3530	3	00	
12	EJC	1190	0	6010	4031	3630	50	00	
12	EJC	1190	0	6010	4031	3470	10	00	▼
12	EJC	1190	0	6010	4031	6481	10,000	00	Equipment
12	EJC	1190	0	6010	4031	2119	45,000	00	CL Full-Time
12	EJC	1190	0	6010	4031	3220	6,989	00	Employee Benefits
12	EJC	1190	0	6010	4031	3320	2,790	00	
12	EJC	1190	0	6010	4031	3325	653	00	
12	EJC	1190	0	6010	4031	3520	23	00	
12	EJC	1190	0	6010	4031	3620	450	00	
12	EJC	1190	0	6010	4031	3420	5,647	00	
12	EJC	1190	0	6010	4031	3460	90	00	▼
12	EJC	1190	0	6010	4031	4320	2,000	00	Instructional Supplies
12	EJC	1190	0	6010	4031	4555	1,000	00	Copying and Printing
12	EJC	1190	0	6010	4031	4590	2,000	00	Other Supplies
12	EJC	1190	0	6010	4031	5110	16,500	00	Consultants
12	EJC	1190	0	6010	4031	5210	1,000	00	Mileage
							100,000	00	TOTAL REVENUE
							100,000	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-f)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-f)
Subject	Resolution No. 52-17/18 – 2017-2018 Board Financial Assistance Program
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$1,707 to the budget.

Background Narrative:

The Riverside Community College District's Norco College has received additional funding for the 2017-2018 Board Financial Assistance Program in the amount of \$1,707 from the California Community Colleges Chancellor's Office. The funds will be used for conferences.

Prepared By: Bryan Reece, President Norco College
Monica Green, Vice President, Student Services (NC)

Attachments:

[03202018_Resolution No. 52-17/18 – Board Financial Assistance Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 52-17/18

2017-2018 Board Financial Assistance Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$1,707 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on March 20, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 52-17/18
 2017-2018 Board Financial Assistance Program**

Year	County	District	Date	Fund
18	33	07	3/20/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	E00	1190	0	0000	0067	8659	1,707	00	REVENUE
									EXPENDITURES
12	EZE	1190	0	6460	0067	5220	1,707	00	Conferences
							1,707	00	TOTAL REVENUE
							1,707	00	TOTAL EXPENDITURES

Agenda Item (VI-B-4-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-4-a)
Subject	Contingency Budget Adjustment
College/District	Riverside
Funding	Food Services
Recommended Action	It is recommended that the Board of Trustees, by a two-thirds vote of the members, approve the contingency budget transfer as presented.

Background Narrative:

The 2017-18 adopted budget represents our best estimate of anticipated expenditures necessary to address the educational and service needs of students pursuant to the College's mission, goals, and objectives. New initiatives and projects, and unanticipated needs may be identified subsequent to budget adoption, requiring that additional funds be established in the budget. The additional funds can be provided by transferring budget from the available contingency balance. The available contingency balance for Riverside City College's food service operation was \$875,155 as of the adopted budget. Revenues are projected to exceed expenditures for the year ending June 30, 2018, exclusive of the requested contingency budget.

The attached contingency budget adjustment has been requested.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Raymond West, Interim, Vice President, Business Services

Attachments:

[03202018_Contingency Budget Adustment](#)

Contingency Budget Adjustment March 20, 2018

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
1.	Transfer to purchase a food kiosk for the expansion of the Food Services operation at Riverside City College. (Fund 32, Resource 3200)		
	From: Food Services	Contingency	\$ 90,000
	To: Food Services	Site Improvement	\$ 90,000

Agenda Item (VI-B-5-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Purchase of Laboratory Equipment and Supplies Utilizing the National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement MA16000234-2
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of laboratory equipment and supplies from VWR International, utilizing the National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement MA16000234-2.

Background Narrative:

The National Association of State Procurement Officials (NASPO) ValuePoint cooperative purchasing organization, on behalf of all United States governmental entities, issued a solicitation and awarded a competitively bid contract to VWR International for a full catalog of laboratory equipment and supplies. Public Contract Code 20652 authorizes state and local agencies to contract with suppliers awarded NASPO contracts without further competitive bidding.

Riverside Community College District utilizes multiple vendors to purchase science lab equipment and supplies. Staff recommends use of the NASPO Master Agreement Number MA16000234-2, as one source to purchase science lab equipment and supplies from VWR International, LLC. The term for the agreement is through March 31, 2019. District Staff has reviewed other available cooperative purchasing agreements and formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

None.

Agenda Item (VI-B-5-b)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Resolution No. 51-17/18 To Adopt Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet, Inc. Course and Event Resource Scheduling
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees Adopt Resolution Number 51-17/18 To Adopt Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet Product throughout the District and for award of Contract to CollegeNet, Inc., based upon the finding that competitive bidding would not produce any advantage, as permitted by Public Contract Code §3400(c).

Background Narrative:

RCCD purchased the 25Live and SeriesR25 products from CollegeNET in 1996 to address a critical need for an all-inclusive solution for facilities scheduling. CollegeNET was and remains the leading developer of advance class, event, space and resource management software. Providing scheduling and analytics solutions to more than 850 colleges and universities, including Riverside Community College District.

The CollegeNET software suite is used extensively by all departments within the District including: Student Services, Human Resources, Academic Affairs, Business & Financial Services and the RCCD Foundation. The key components, 25Live and Series25, are used as the sole interface for facilities scheduling.

CollegeNET's Series25 product has the singular ability to directly interface with Ellucian Colleague, which is currently the District's ERP/SIS. The District's intent is to continue the existing CollegeNet Inc. systems in place within the District, and to avoid the considerable cost of switching systems and retraining all District personnel currently using the course and event resource scheduling system.

Public Contract Code §3400 intends to establish and maintain uniform, complete and compatible CollegeNet, Inc. software and maintenance of the CollegeNet, Inc. system in order to facilitate the most technologically competitive and feasible maintenance of the District's course and event resource scheduling programs.

The attached resolution has been prepared to standardize the course and event resource scheduling system software and maintenance throughout the District and award the contract to CollegeNet, Inc., based upon the finding that competitive bidding would not produce any advantage.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Chris Blackmore, AVC, IT & LS
Majd Askar, Director of Business Services

Attachments:

[03202018_Resolution No. 51-17/18 To Adopt Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet Product and For Award of Contract to CollegeNet](#)

CALIFORNIA COMMUNITY COLLEGES
Annual Financial and Budget Report
SUPPLEMENTAL DATA

Schools and Local Public Safety Protection Act
 Prop 30 EPA Expenditure Report

For Actual Year: 2017-2018

Budget Year: 2018-2019

District ID:

Name: Riverside Community College District

Activity Classification	Activity Code	Unrestricted			
EPA Proceeds	8630				
Activity Classification	Activity Code	Salaries and Benefits (1000 - 3000)	Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Total
Instructional Activities	0100-5900	\$22,502,047	0	0	\$22,502,047
Total Expenditures for EPA*		\$22,502,047	0	0	\$22,502,047
Revenues less Expenditures					-22502047
*Total Expenditures for EPA may not include Administrator Salaries and Benefits or other administrative costs.					

Agenda Item (VI-B-6-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$90,200 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$222,335 for the period of February 01, 2018 through February 28, 2018.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$90,200. The attached listing of contracts and agreements under \$90,200 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[03202018_Contracts and Agreements Less than \\$90,200 Report \(February\)](#)

Contracts and Agreements Report-All District Resources
 \$90,200 and Under
 2/01/18 thru 2/28/18

PO#	Department	Vendor	Business Location	Description	Amount
C0005895	Business & Financial Services	Shred-It USA, LLC	Pasadena	Shredding Services	\$ 1,800
C0005896	Student Services - Riverside	Oration Services, Inc.	Portland, OR	Lecturers	9,500
C0005897	Workforce Preparation - Riverside	Engage Psychological Services, Inc.	Westlake Village	Motivational Training Sessions	7,400
C0005898	World Languages - Riverside	Pali Mountain Conference Center, Inc.	Running Springs	Student Association Retreat	8,739
C0005899	Institutional Support, Instruct & Curriculum	Regents of the University of California	Lake Arrowhead	Travel Expenses	8,650
C0005902	Allied Health - Riverside	Hyatt	Indian Wells	Conferences	6,749
C0005904	Performance Riverside	The Theatre Company	Upland	Costume Rentals	5,000
C0005906	Allied Health - Riverside	Riverside Convention Center	Riverside	Education Event Room Rental	6,373
C0005907	Allied Health - Riverside	Riverside Convention Center	Riverside	Education Event Room Rental	6,373
C0005908	Allied Health - Riverside	Riverside Convention Center	Riverside	Education Event Room Rental	6,373
C0005909	Allied Health - Riverside	Riverside Convention Center	Riverside	Education Event Room Rental	6,373
C0005910	Performance Riverside	City of Rancho Cucamonga	Rancho Cucamonga	Scenic Rentals	750
C0005911	Facilities - Moreno Valley	JCA	Highland	Engineering	9,700
C0005913	Information Services	Charter Media	Riverside	Telephone	2,196
C0005914	Educational Services - Norco	Waterlogic Americas, LLC	Redlands	Water Cooler Rental	1,416
C0005915	Institutional Support, Instruct & Curriculum	Waterlogic Americas, LLC	Redlands	Water Cooler Rental	4,230
C0005916	President - Riverside	Waterlogic Americas, LLC	Redlands	Water Cooler Rental	4,645
C0005917	Facilities - Riverside	Waterlogic Americas, LLC	Redlands	Water Cooler Rental	1,794
C0005918	Workforce Preparation - Riverside	Redbrick Agency, LLC	New York, NY	Guest Speaker	7,000
C0005919	Academy / Criminal Services	E-Science Labs, LLC	Sheridan, CO	Instructional Supplies	3,488
C0005920	English and Media Studies - Riverside	McGraw-Hill Global Education, LLC	Blacklick, OH	Computer Software Maint/Lic	1,479
C0005921	Facilities - Moreno Valley	Gensler	Los Angeles	Architect's Fees	42,000
C0005924	Disabled Student Services - Norco	Purple Communications, Inc.	Rocklin	Interpreting Services	3,840
C0005925	Student Financial Services - Norco	CareerAmerica LLC	Boulder, CO	Computer Software Maint/Lic	21,000
C0005926	Performance Riverside	Citrus Community College District	Glendora	Scenic Rentals	80
C0005927	Information Services	2ndGear, LLC	Orange	Repairs - Service	2,498
C0005928	Student Success & Support Program - MV	The College Board	London, KY	Accuplacer Test Units	7,425
C0005929	Customized Solutions	Safety Compliance Systems, LLC	Foothill Ranch	Training Services	2,450
N/A	Career and Technical Education	Riverside County Office of Education	Riverside	Articulation Agreement AUB-50	No Cost
N/A	Career and Technical Education	Riverside County Office of Education	Riverside	Articulation Agreement MKT-20	No Cost
N/A	Career and Technical Education	Jurupa Unified School District	Jurupa Valley	Welding Classes	No Cost
N/A	Career and Technical Education	Foundation for California Community Colleges	Sacramento	Student Internship	No Cost
N/A	Risk Management	California Depart of Tax & Fee Administration	Sacramento	Hazardous Waste Generation Fee	No Cost
N/A	Fine and Performing Arts	Actor's Equity Association	North Hollywood	Jesus Christ Superstar Production Fees	No Cost
N/A	Fine and Performing Arts	Actor's Equity Association	North Hollywood	Jesus Christ Superstar Caiaphas Actor's Roll Fees	No Cost
N/A	School of Nursing	Operation SafeHouse	Riverside	Intervention Treatment Resource Assistance	No Cost
N/A	Career and Technical Education	Innovation in Education DBA Base 11	Costa Mesa	Fellowship & Academic Internship Programs	No Cost
N/A	Dental Assistant Program	Nathan Jergensen, DDS	Hemet	Dental Assistant Clinical Rotation Program	No Cost
N/A	Career and Technical Education	Co. of Riverside Department of Public Health	Riverside	Volunteer Income Tax Assistance	No Cost
Additions to Approved/Ratify Contracts of \$90,200 and Under					
C0005228	Athletics - Riverside	US Bank	St. Paul, MN	Copier Maintenance	1,200
C0005334	Student Success & Support Program - MV	Symplicity Corporation	Arlington, VA	Computer Software Maint/Lic	159
C0005382	Academy / Criminal Services	Scantron Corporation	Eagan, MN	Computer Software Maint/Lic	475
C0005488	Disabled Student Services - Riverside	Rise Interpreting, Inc.	Riverside	Interpreters	25,000
C0005580	Institutional Support, Instruct & Curriculum	Harland Technology Services	Chicago, IL	Repairs - Service	782
C0005815	Allied Health - Riverside	Sharp Electronics Corp.	Santee	Repairs - Service	2,700
C0005833	Student Success & Support Program - Norco	The College Board	London, KY	Accuplacer Test Units	7

Contracts and Agreements Report-All District Resources
 \$90,200 and Under
 2/01/18 thru 2/28/18

PO#	Department	Vendor	Business Location	Description	Amount
C0005872	Performance Riverside	OD Music, Inc.	Woodland Hills	Life Art Model	2,691
N/A	School of Nursing	Janel Goeske Foundation	Riverside	Amend #2 - Extends Term to 2/2020	No Cost
N/A	School of Nursing	Sherman Indian School	Riverside	Amend #1 - Extends Term to 2/2020	No Cost
N/A	Purchasing	Barnes & Noble	Flower Mound, TX	Amend #4 - Extends Term to 6/2018	No Cost
N/A	Customized Training	Complete Coach Works, D/T Carson Ent, Inc.	Riverside	Amend #1 - Ads Additional Training	No Cost
				Total	<u>\$ 222,335</u>

Agenda Item (VI-B-6-b)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Contract with Push Marketing, Inc. (dba MISFIT) assisting the California Community Colleges Chancellor's Office - Extended Opportunity Programs and Services (EOPS)
College/District	Riverside
Funding	California Community Colleges Chancellor's Office
Recommended Action	It is recommended that the Board of Trustees approve the contract with Push Marketing, Inc. (dba MISFIT) for the period of March 1, 2018 through June 30, 2018 in the amount of \$125,000.

Background Narrative:

Riverside City College is the fiscal agent for the California Community Colleges Chancellor's Office for the purpose of coordinating the disbursement of contract C17-0042 funds - Extended Opportunity Programs and Services (EOPS) Set-Aside. The set-aside funds support various Statewide EOPS training and consulting activities that provide educational support services to EOPS and CARE students throughout the California Community Colleges.

This contract with Push Marketing (dba Misfit) will support NextUp (also known as Cooperating Agencies Foster Youth Educational Support) statewide activities by advancing outreach to specifically target foster youth "influencers," evidenced in current research to be the dominant catalyst for the enrollment of foster youth in college. Activities will include analysis of NextUp's micro web page for usability, provision of outreach materials to high schools that feed into colleges administering NextUp programs, development of e-mail blast content, development of a digital toolkit, production of social media advertisements and the execution of targeted, paid media strategies. All costs associated with administering this contract will be paid by the Extended Opportunity Programs and Services (EOPS) Set-Aside Grant. There is no cost to the District.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Chip West, Interim Vice President, Business Services (RCC)

Attachments:

[Push Marketing Contract](#)

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
on behalf of RIVERSIDE CITY COLLEGE
AND
PUSH MARKETING, INC. (DBA MISFIT)

THIS AGREEMENT is made and entered into on this 1st day of March 2018, by and between Push Marketing, Inc. (dba Misfit), hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT on behalf of RIVERSIDE CITY COLLEGE ACTING AS THE FISCAL AGENT FOR THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE, individual entities hereinafter referred to in total as “CCCCO”. Funding for this agreement is made available through the Chancellor’s Office Extended Opportunity Programs and Services (EOPS) grant, contract C17-0042.

The parties hereto mutually agree as follows:

1. Items created under this contract will be owned by the State of California and the Chancellor’s Office, and will be made publicly available and shared. Deliverables must comply with Americans with Disabilities Act and Section 508 accessibility requirements. Contractor will deliver the below no later than the dates identified and at the costs indicated.

Activity	Detail	Completion Date and Cost
Website Usability Testing	Manage the planning, development and implementation of one website usability testing project (8-10 one-on-one user test), and follow-up reporting for NextUp.cccco.edu. <ul style="list-style-type: none"> • Account and creative services for development, implementation and reporting support (62 hours): \$9,300 • Hard cost (moderator support, development, implementation & reporting): \$24,452 	Interviews completed by May 31, 2018. Report due by June 30, 2018: \$33,752
Printed Materials for High Schools	Manage reprinting, kitting and shipping of the following NextUp outreach materials, originally produced in 2017: <ul style="list-style-type: none"> • Account and creative services to support reprint coordination (5 hours): \$750 • 1,350 Posters (shrink-wrapped in 10’s): \$1,054 • 6,000 Booklets (shrink-wrapped in 25’s): \$3,616 • Kitting and shipping of materials to high 	March 31, 2018; \$6,698

	<p>schools surrounding 26 NextUp colleges: \$1,278*</p> <p>Total production cost for materials: \$6,698</p> <p>*Kitting and shipping is an estimate, and may vary slightly.</p>	
E-Mail Blasts	<p>Develop email blast content for applicable distribution lists (3 different blast messages, targeting foster youth/students, foster parents, and community leaders. These email blasts will be tailored for each audience for CCCCCO's use as opportunities become available. Implementation will take place following the completion of digital toolkit.</p> <ul style="list-style-type: none"> Account and creative services including copywriting, design and layout for three unique email blasts (68 hours): \$10,200 	June 30, 2018; \$10,200
Digital Tool Kit	<p>Work with CCCCCO teams and NextUp staff as applicable to identify resource material gaps and develop a streamlined "digital toolkit" for ease of use and accessibility on NextUp.cccco.edu. The digital toolkit will be a single stop for community influencers and organizations (who may or may not be professionals), and has the "best of" relevant information to empower and provide the high-level information these individuals need in order to support and direct foster youth to the right person for more information and connection to NextUp. Implementation must be completed in tandem with paid media campaign launch.</p> <ul style="list-style-type: none"> Working sessions between CCCCCO and Misfit account teams (12 hours): \$1,800 Development of up to two new single-page resource materials (25 hours): \$3,750 Digital toolkit implementation / guidance (15 hours): \$2,250 	June 30, 2018; \$7,800
Paid Media Creative Assets	<p>Provide all account management and creative services to produce the following:</p> <ul style="list-style-type: none"> Four :15 versions of NextUp videos (32 hours): \$4,800 	March 31, 2018; \$11,550

	<ul style="list-style-type: none"> • Two unique sets of digital display banners in six sizes (20 hours): \$3,000 • Four Paid Social ad units (25 hours): \$3,750 	
Paid Media	<p>Misfit will execute targeted paid media strategies during the April-May timeframe in the following ways:</p> <ul style="list-style-type: none"> • Video: Premium Video, Contextual, Behavioral Influencers, Contextual High Impact, Contextual Native (\$14,000) • Display: Contextual/Foster Youth & Influencers, Contextual Keyword Targeting, Mobile Community College Campuses, Retargeting (\$9,000) • Social: Web Conversion/link clicks, Lead Generation, Local Reach ads/clicks to call, Instagram stories/link clicks (\$32,000) 	May 31, 2018; \$55,000
Total Estimated Cost		\$125,000

2. The term of this agreement shall be March 1, 2018– June 30, 2018.
3. Payment in consideration of this agreement will be \$125,000 (One Hundred Twenty-Five Thousand Dollars). Total cost of this agreement shall not exceed \$125,000 without written approval by the CCCCCO. The full invoice is due to Contractor within 30 days of receipt of invoice.
4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the CCCCCO and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.
5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, military or veteran status, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code,

or any other status protected by law. Contractor understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, military or veteran status, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.

6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and CCCCCO. Contractor declares and certifies that in the course and scope of this engagement he/she is not an employee or agent of the CCCCCO and, in case of injury or illness, he/she is covered by a 24-hour health and hospitalization program that does not exclude the work to be performed by Contractor under this Agreement.

Contractor hereby voluntarily releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, bodily injury, property damage or wrongful death occurring to him/herself arising in any way whatsoever as a result of engaging in the work or any activities incidental thereto wherever or however the same may occur and for whatever period said activities may continue. The undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive, discharge and relinquish any action or causes of action, aforesaid, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, bodily injury, property damage or wrongful death against the CCCCCO or any of its officers, agents, servants, or employees of any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
10. Hold Harmless:
 - a. Consultant shall defend, indemnify and hold RCCD, its Trustees, agents, employees, or students harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the

performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligence or intentional acts or omissions of Consultant, his officers, agents, or employees.

- b. RCCD shall defend, indemnify and hold Consultant, his agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligence or intentional acts or omissions of RCCD, its Trustees, officers, agents, employees or students.
11. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

RIVERSIDE COMMUNITY COLLEGE
DISTRICT on behalf of Riverside City College
and as a representative for the CCCCCO

CONTRACTOR

By: _____
Aaron Brown, Vice Chancellor
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

By: _____
Matt Kolbert, President and CEO
Misfit
1013 7th Street
Sacramento, CA 95814

Date: _____

Date: _____

Agenda Item (VI-B-6-c)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Agreements for Administration of the Strong Workforce Program with 8 Community College Districts for the Inland Empire/Desert Region
College/District	Riverside
Funding	Strong Workforce Program
Recommended Action	It is recommended that the Board of Trustees approve the ten (10) Inland Empire/Desert Region Strong Workforce Program Participation Agreements with Barstow Community College District, Chaffey Community College District, College of the Desert, Copper Mountain Community College District, Mt. San Jacinto Community College District, Palo Verde Community College District, San Bernardino Community College District, and Victor Valley Community College District in the amount of \$1,394,932.

Background Narrative:

The District has been designated as the Fiscal Agent for the Strong Workforce Program for the Inland Empire/Desert region and is responsible for distributing funds to each community college district within the region. The Strong Workforce Program funds are to be used to expand the availability of quality community college career technical education and workforce development courses, programs, pathways, credentials, certificates, and degrees. The participation agreements are part of the Master Agreement No. 2017/20-Strong Workforce Program and allocate funds from the second annual allocation of regional dollars to college districts in the Inland Empire/Desert Region to implement various projects. Table 1 (below) shows the amount allocated to each partner college district. Funds will be expended according to a scope of work, project work plan, and budget, which are detailed in project proposals and are incorporated into the participation agreements as exhibits (see Table 2). The participation agreements are binding under the master agreement.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Sheryl Plumley, Assistant Director, Career & Technical Education Projects

Attachments:

[Exhibits2017-2](#)
[SWF Agreement Tables_2](#)
[Participation Agreement_2](#)

P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction

PROJECT DESCRIPTION

The goal of this project is to provide vehicles, diagnostic equipment, manufacturer information, and faculty professional development needed to keep the region's automotive technology programs up-to-date with industry trends and its automotive students up-to-date with marketable skills.

Industry Sectors: Advanced Transportation & Renewables

Lead Institution: College of the Desert

WORKPLAN

RISKS:

The only risk to the successful completion of this program is in the level of cooperation by program faculty. Therefore, it is safe to say the risk is low. The automotive program faculty in our region have been exceptionally cooperative in the Updating Automotive Labs for EV and Hybrid Vehicle Instruction project (Round 1), as well as in other region-wide projects our faculty members have identified as being important to the region, e.g. ASE Course Alignment project, Introduction to Automotive Technology Course Alignment project, and the Prime Motivation Outreach and Recruitment events. Collaboration among this sector's faculty is unsurpassed.

Responsible Person: Larry McLaughlin (lmclaughlin@collegeofthedesert.edu)

Lead Institution or Partner: College of the Desert

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Copper Mountain College, Mt. San Jacinto College, Palo Verde College, Riverside City College, San Bernardino Valley College, Victor Valley College

MAJOR ACTIVITIES:

In the first year of this Continuation project, each of the 9 participating college automotive programs will be responsible for:

- 1) Developing specifications and acquiring a new lab vehicle that reflects emerging technologies and market trends (collaborating with other programs and faculty).
- 2) Acquiring the associated manufacturer scan/diagnostic hardware and software, specialized tools, and safety equipment.
- 3) Acquiring manufacturer system information/subscription for the purchased vehicle.
- 4) Obtaining vehicle or system-related professional development training for faculty.

MAJOR OUTCOMES:

- 1) Automotive programs will have updated labs and curriculum with equipment, information, and skills that reflect industry trends.
- 2) Faculty members will have acquired new knowledge on emerging systems to impart to their students.
- 3) Students will have learned on the latest systems, acquiring the knowledge and skills needed in tomorrow's automotive and transportation workplace.
- 4) The region's automotive programs will have shaped a positive image of the careers and opportunities available to students, resulting in more effective recruitment, higher enrollments, and higher completion rates.

Responsible Person: Larry McLaughlin (lmclaughlin@collegeofthedesert.edu)

Lead Institution or Partner: College of the Desert

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Copper Mountain College, Mt. San Jacinto College, Palo Verde College, Riverside City College, San Bernardino Valley College, Victor Valley College

MAJOR ACTIVITIES:

In the second year of this Continuation project (last 6 months of 18 month project), each of the 9 college participating automotive programs will be responsible for:

- 1) Integrating new curriculum/information into course(s) established under Round 1.
- 2) Continued engagement of students at outreach/recruitment events, exhibiting the high-tech vehicles and systems.

MAJOR OUTCOMES:

- 1) Higher level enrollments and completion rates (an additional 5% from baseline).
- 2) Higher placement rates as a result of enhanced skill-set.

Allocation Years (AY) Expenditure Timeframe:

17/18 - 7/1/17 through 12/31/19

18/19 - 7/1/18 through 12/31/20

Budget Breakdown

College/District	Obj	AY-17/18	AY-18/19	Detail
P05. Updating Automotive Labs - Electric Vehicle (EV) & Hybrid Instruction				
Total by Allocation Year		\$ 697,500	\$ -	
Barstow	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Barstow	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Barstow	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Chaffey	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Chaffey	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Chaffey	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
College of the Desert	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
College of the Desert	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
College of the Desert	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Copper Mountain	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Copper Mountain	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Copper Mountain	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Mt. San Jacinto	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Mt. San Jacinto	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Mt. San Jacinto	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Palo Verde	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Palo Verde	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Palo Verde	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Riverside City	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Riverside City	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Riverside City	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
San Bernardino Valley	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
San Bernardino Valley	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
San Bernardino Valley	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment
Victor Valley	4000	\$ 15,000	\$ -	Scan/diagnostic hardware and software, specialized tools, safety supplies, manufacturer subscription/information
Victor Valley	5000	\$ 6,000	\$ -	Travel and contractual expenses for faculty professional development
Victor Valley	6000	\$ 56,500	\$ -	Vehicle purchase and related equipment

P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

PROJECT DESCRIPTION

LAUNCH exists to remove the obstacles faced by education and industry partners using the apprenticeship model and to present a ready-made product that employers and students can engage today. Combining technical assistance and key talent, program and service alignment, shared messaging, broader service reach, and expansive partnerships, LAUNCH gives the region a comprehensive solution that empowers institutions, students, and employers to create dynamic stackable credentialing programs that target skills training, rewards work and learning, and delivers results.

1. Supporting cost-effective methods and strategizing sustainability for seven individual colleges developing and expanding apprenticeship programs among five districts, with expansion strategies for colleges not immediately participating.
2. Targeting immediate industry needs in priority labor sectors (apprenticeships = jobs)
3. Facilitating the alignment of programs supporting apprenticeships in shared industries and occupations.
4. Aligning and simplifying user interfaces so that employers and apprentices experience the same streamlined services and processes across the network.
5. Marketing apprenticeship regionally – providing students with a clear and viable pathway through a career and higher wages, and employers with a clear effective method to develop their existing workforce.
6. Broadening partnerships with regional stakeholders (i.e. high schools, WDBs, etc.) and distributing best practices and sharing resources where appropriate and beneficial.

Industry Sectors: Advanced Manufacturing

Lead Institution: Norco College

WORKPLAN

RISKS:

Partnerships represent a necessary pillar in apprenticeship training. The main partners in any program include employers, educators, and government agencies. Because the colleges represent only one partner in this pool, we know that we can't control every outcome. For example, it takes a "sales" approach to securing employer partnerships and there is an inherent risk in sales that the "product" would be rejected. In addition, government agencies can change in structure and complexity, and the project may run into unforeseen hurdles during development. LAUNCH includes a workplan and budget that accounts for these inherent risks and - in fact - manages/reduces risk for individual participants wishing to start new apprenticeship programs.

Responsible Person: Charles Henkels (Charles.henkels@norcollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Chaffey College, Norco College, Mt. San Jacinto College, San Bernardino Valley College

MAJOR ACTIVITIES:

Developers and Drivers: These colleges have committed to driving the development of new programs, building new industry partnerships, serving as education providers, and function as program sponsors. Outreach to businesses is a major focus of this group, and colleges selecting this role also plan to support regional aspects of apprenticeship – such as aligning programs and procedures with other colleges and process improvement in general.

MAJOR OUTCOMES:

The development of 4 new apprenticeship program committees with the ability to train and administrate apprenticeships in applicable occupations. The completion of employer acceptance agreements and secured participation through the enrollment of indentured apprentices. Establish On-the-Job training tracking system available for the region's use. Establish procedures with Division of Apprenticeship Standards and Department of Labor consultants for the expedited development of new apprenticeship programs in the Inland Empire. Facilitated regional alignment of programs serving similar occupations and industries. Completed regional apprenticeship website and outreach strategy.

Responsible Person: Charles Henkels (Charles.henkels@norcollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Barstow College, College of the Desert, Crafton Hills College

MAJOR ACTIVITIES:

These colleges in LAUNCH have committed to serve both as education providers and program sponsors, but will not be primarily focused on program development. Program sponsors fulfill an administrative role in apprenticeship that requires the college to complete employer acceptance agreements, track and monitor on-the-job training, liaison and submit records to apprenticeship agencies, and oversee apprenticeship agreements.

MAJOR OUTCOMES:

The development of 3 new apprenticeship program committees with the ability to train and administrate apprenticeships in applicable occupations. The completion of employer acceptance agreements and secured participation through the enrollment of indentured apprentices.

Responsible Person: Charles Henkels (Charles.henkels@norcollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Copper Mountain College, Moreno Valley College

MAJOR ACTIVITIES:

LAUNCH will also include colleges that wish to participate primarily as education providers within the network. This means that they will accommodate registered apprentices enrolling in existing programs and courses, but they do not intend to administrate apprenticeships or handle employer agreements/contracts. In addition, they will remain informed of new programs under development that align with their curriculum.

MAJOR OUTCOMES:

Develop procedures for the integration of registered apprentices in currently scheduled courses.

Responsible Person: Charles Henkels (Charles.henkels@norcollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Norco College

MAJOR ACTIVITIES:

Norco College will provide LAUNCH with support and technical assistance in completing the objectives listed above. In addition, Norco College will function as the lead and will maintain administrative support for the project.

MAJOR OUTCOMES:

Institutions within the region will have support through program development and approval. Grants administrator will provide administrative support and record keeping for the project and its outcomes.

Responsible Person: Charles Henkels (Charles.henkels@norcollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Copper Mountain College, Crafton Hills College, Moreno Valley College, Mt. San Jacinto College, Norco College, San Bernardino Valley College

MAJOR ACTIVITIES:

Work with the Division of Apprenticeship Standards to establish expedited registration and approval processes of new programs using the apprenticeship network.

MAJOR OUTCOMES:

Program approvals will be shortened from years to months so that new colleges and participating employers have a clear and expedited process of program development.

Responsible Person: Charles Henkels (Charles.henkels@norcocollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Copper Mountain College, Crafton Hills College, Moreno Valley College, Mt. San Jacinto College, Norco College, San Bernardino Valley College

MAJOR ACTIVITIES:

Work with the Labor & Workforce Development Agency in Sacramento and regional workforce development boards (San Bernardino & Riverside) to establish streamlined services for work-based learning and apprenticeship in the region.

MAJOR OUTCOMES:

Complete contracts and joint-partnerships with local WDBs and deliver high-quality work-based learning programs and apprenticeships.

Responsible Person: Charles Henkels (Charles.henkels@norcocollege.edu)

Lead Institution or Partner: Norco College

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Copper Mountain College, Crafton Hills College, Moreno Valley College, Mt. San Jacinto College, Norco College, San Bernardino Valley College

MAJOR ACTIVITIES:

Work with regional high school CTE programs to develop work-based learning pathways from High School to college CTE/apprenticeship programs.

MAJOR OUTCOMES:

Deliver one "pre-apprenticeship" to apprenticeship pathway that is open to high school students.

Allocation Years (AY) Expenditure Timeframe:

17/18 - 7/1/17 through 12/31/19

18/19 - 7/1/18 through 12/31/20

Budget Breakdown

College/District	Obj	AY-17/18	AY-18/19	Detail
P12. LAUNCH: Inland Empire Apprenticeship & Work-based Learning				
Total by Allocation Year		\$ 785,450	\$ 720,950	
Barstow	2000	\$ 45,000	\$ 45,000	Salaries, Program Oversight Mgr, Apprenticeship program coordinator
Barstow	3000	\$ 10,000	\$ 10,000	Benefits, Program Oversight Mgr, Apprenticeship program coordinator]
Barstow	4000	\$ 6,000	\$ -	Supplies for manager and coordinator
Chaffey	2000	\$ 45,000	\$ 45,000	Salary for professional expert, and apprenticeship coordination
Chaffey	3000	\$ 10,000	\$ 10,000	Benefits for professional expert, and apprenticeship coordinator
Chaffey	4000	\$ 6,000	\$ -	Supplies for weekly cohort success seminars
College of the Desert	2000	\$ 45,000	\$ 45,000	Salaries, Program Oversight Mgr, Apprenticeship program coordinator
College of the Desert	3000	\$ 10,000	\$ 10,000	Benefits, Program Oversight Mgr, Apprenticeship program coordinator]
College of the Desert	4000	\$ 6,000	\$ -	Supplies for manager and coordinator
Copper Mountain	2000	\$ 25,000	\$ 25,000	Salaries, Program Oversight Mgr, Apprenticeship program coordinator
Copper Mountain	3000	\$ 5,000	\$ 5,000	Benefits, Program Oversight Mgr, Apprenticeship program coordinator]
Copper Mountain	4000	\$ 6,000	\$ -	Supplies for manager and coordinator
Crafton Hills College	4000	\$ 6,000	\$ -	Supplies for weekly cohort success seminars
Crafton Hills College	5000	\$ 55,000	\$ 55,000	Professional Services for program oversight
Moreno Valley College	2000	\$ 25,000	\$ 25,000	Salaries, Program Oversight Mgr, Apprenticeship program coordinator
Moreno Valley College	3000	\$ 5,000	\$ 5,000	Benefits, Program Oversight Mgr, Apprenticeship program coordinator]
Moreno Valley College	4000	\$ 6,000	\$ -	Supplies for manager and coordinator
Mt. San Jacinto	2000	\$ 45,000	\$ 45,000	Salary for Apprenticeship Program Coordinator, and Enrollment Specialist
Mt. San Jacinto	3000	\$ 10,000	\$ 10,000	Benefits for Apprenticeship Program Coordinator, and Enrollment Specialist
Mt. San Jacinto	4000	\$ 6,000	\$ -	Supplies for weekly cohort success seminars
Norco College	2000	\$ 178,500	\$ 178,500	Salary for Program Technical Assistance, Grants Administrator, Project Director, A & R program coordination
Norco College	3000	\$ 81,000	\$ 81,000	Benefits for Program Technical Assistance, Grants Administrator, Project Director, A & R program coordination
Norco College	4000	\$ 16,500	\$ -	Supplies, office, printing, and other; for weekly cohort success seminars
Norco College	5000	\$ 71,450	\$ 71,450	Program development activities (travel, facilitating regional meetings, etc). Regional Apprentice Database, marketing and website
San Bernardino Valley	2000	\$ 45,000	\$ 45,000	Salaries, Program Oversight Mgr, Apprenticeship program coordinator
San Bernardino Valley	3000	\$ 10,000	\$ 10,000	Benefits, Program Oversight Mgr, Apprenticeship program coordinator]
San Bernardino Valley	4000	\$ 6,000	\$ -	Supplies for manager and coordinator

P17 Cloud Based NetLab+ Pilot Project

PROJECT DESCRIPTION

This proposal is a request to develop and implement a Cloud-Hosted Regional NETLAB+. NETLAB+ is a virtual lab management and scheduling appliance that provides students with the ability to access virtual lab sessions from any location with high-speed internet access. Traditionally it is used across the California Community Colleges for Information Technology and Cyber-security training however, with its custom lab creation tool, it can also be used to create virtual labs for any curriculum requiring access to software based tools including: Automotive, Business, Health, Manufacturing, Transportation and other fields that use computerized applications and/or testing. NETLAB+ cloud hosting helps to defray the actual cost of entry and maintenance. Cloud based deployment will greatly enhance student access to IT and Cyber security labs and training by mitigating distance and time issues. A cloud-based system will allow access for students from any device and provide benefit to every college in the region. Colleges wishing to participate in this project include Barstow College, Chaffey College, College of the Desert, Crafton Hills College, Moreno Valley College, Mt. San Jacinto College, Riverside City College and San Bernardino Valley College. Several of these colleges have physical NetLab+ assets that may be leveraged in a cloud-based system. Virtual networks (VLAB) using the cloud allow completion of a majority of assignments currently conducted in labs using physical equipment. These virtual networks simulate the physical equipment, yet allow for quicker deployment and a wider array of configurations, as no physical layout is required. Cloud services would support students in onsite and remote courses, including those enrolled in both degree and certification programs. A cloud environment could support other programs, such as computer coding, graphic arts, business software, math studies, etc., which rely on software for instruction. The same benefits of reduced per-student-cost, access and system support are realized by migration of these programs. Reduction in costs of maintaining on-site support of these additional programs will result in additional cost savings to the colleges and provide sustainability. Upon successful implementation, access to the cloud-based NetLab+ environment may be extended to high schools in the region, with potential for additional revenue and added sustainability to support the environment.

Industry Sectors: Information & Communication Technologies (ICT)/Digital Media

Lead Institution: San Bernardino CCD

WORKPLAN

RISKS:

New/Unfamiliar Technology for Staff

No Existing Mechanisms for Sharing Resources among Campuses

Concurrent Licensing Uncertainty

System-Wide Service Interruption vs Local Security Threats Affecting All Campuses

Challenges of Coordination among Stakeholders

Equality in the scheduling of Access

Responsible Person: Susanne Mata (smata@sbccd.edu)

Lead Institution or Partner: San Bernardino CCD

Participating Institutions: Barstow College, Chaffey College, College of the Desert, Crafton Hills College, Moreno Valley College, Mt. San Jacinto College, Riverside City College, San Bernardino Valley College, San Bernardino CCD

MAJOR ACTIVITIES:

- Seek Faculty & IT Staff involvement
- Convene Regional Workgroup to oversee regional coordination and set short-term goals
- Hire Project Director
- Develop Training Plan
- Provide Facilitation for Faculty Training on use of Cloud-Based NetLab+
- Prepare RFQ for service provider(s)
- Propagate service to participating colleges
- Install equipment/start service
- Provide Faculty for Training
- Participate in Workgroup and Abide by Principles of Participation
- Host Cyber Patriot and Ethical Hacking events
- Sponsor CyberPatriot teams

MAJOR OUTCOMES:

- Get Faculty and IT Staff Involvement
- Regional workgroup developed and convened to implement goals
- Project Director Hired
- Completed Cloud-based NetLab+ Training for Faculty
- Service/equipment provider(s) selected and contracted
- Service Propagated to participating colleges
- Equipment/service installed/started
- Faculty Trained
- Effective participation in Workgroup and Abiding by Principles of Participation Cyber Patriot and Ethical Hacking events hosted
- CyberPatriot teams sponsored

Allocation Years (AY) Expenditure Timeframe:

17/18 - 7/1/17 through 12/31/19

18/19 - 7/1/18 through 12/31/20

Budget Breakdown

College/District	Obj	AY-17/18	AY-18/19	Detail
P17. Cloud Based NetLab+ Pilot Project				
Total by Allocation Year		\$ 372,932	\$ 733,401	
Barstow	2000		\$ 32,310	Salary for project administration
Barstow	3000		\$ 11,309	Benefits for project administrator
Chaffey	2000		\$ 32,310	Salary for project administration
Chaffey	3000		\$ 11,309	Benefits for project administrator
College of the Desert	2000		\$ 32,310	Salary for project administration
College of the Desert	3000		\$ 11,309	Benefits for project administrator
Crafton Hills	2000		\$ 32,310	Salary for project administration
Crafton Hills	3000		\$ 11,309	Benefits for project administrator
Moreno Valley	2000		\$ 32,310	Salary for project administration
Moreno Valley	3000		\$ 11,309	Benefits for project administrator
Mt. San Jacinto	2000		\$ 32,310	Salary for project administration
Mt. San Jacinto	3000		\$ 11,309	Benefits for project administrator
Riverside City	2000		\$ 32,310	Salary for project administration
Riverside City	3000		\$ 11,309	Benefits for project administrator
San Bernardino CCD	2000		\$ 240,000	Project Director salary
San Bernardino CCD	3000		\$ 96,000	Project Director benefits
San Bernardino CCD	4000		\$ 6,000	Non instructional program supplies and materials
San Bernardino CCD	5000	\$ 372,932	\$ 39,449	Contracted expenses, conference, travel and mileage for Project Director
San Bernardino CCD	6000		\$ 3,000	Capital investment including computer work station for Project Director
San Bernardino Valley	2000		\$ 32,310	Salary for project administration
San Bernardino Valley	3000		\$ 11,309	Benefits for project administrator

Table 1. Participation Agreements

District/College	Participation Agreement	Amount
Barstow Community College	2017/20-17-A	\$ 138,500
Chaffey Community College District	2017/20-17-B	\$ 138,500
College of the Desert	2017/20-17-C	\$ 138,500
Copper Mountain Community College District	2017/20-17-D	\$ 113,500
Mt. San Jacinto Community College District	2017/20-17-E	\$ 138,500
Palo Verde Community College District	2017/20-17-F	\$ 77,500
San Bernardino Community College District	2017/20-17-K	\$ 372,932
San Bernardino Community College District (Crafton Hills College)	2017/20-17-L	\$ 61,000
San Bernardino Community College District (San Bernardino Valley College)	2017/20-17-M	\$ 138,500
Victor Valley Community College District	2017/20-17-N	\$ 77,500
	TOTAL	\$1,394,932

Table 2. Exhibits

Exhibit Number	Proposal Title	Page #
2017/20-17-P05	Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	1
2017/20-17-P12	LAUNCH: Inland Empire Apprenticeship & Work-based Learning	4
2017/20-17-P17	Cloud Based Netlab+ Pilot Project	9

Inland Empire/Desert Region
Participation Agreement 2017/20-17-A - Strong Workforce Program
between
Riverside Community College District
and
Barstow Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Barstow Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-A-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-A-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
Total Cost		\$138,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

Twenty-five percent (25%) of the total cost may be issued as an advance payment to Contractor upon District’s receipt of the fully executed Participation Agreement and Master Agreement, and Contractor submits an invoice for that disbursement. Advance payments are contingent upon Contractor’s demonstrated ability to fully expend previous advance payments made by the District. Thereafter, the District shall reimburse Contractor for the cost of the work performed through an invoicing process (see paragraph 7 “Invoices”), up to but not exceeding the amount listed above under Total Costs.

7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

Sandi Thomas
Dean of Instruction/Workforce Economic Development
e-mail: sthomas2@barstow.edu

Fiscal Contact

Sandi Thomas
Dean of Instruction/Workforce Economic Development
e-mail: sthomas2@barstow.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Barstow Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Barstow Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Eva Bagg
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-B - Strong Workforce Program
between
Riverside Community College District
and
Chaffey Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Chaffey Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-B-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-B-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
Total Cost		\$138,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

Twenty-five percent (25%) of the total cost may be issued as an advance payment to Contractor upon District’s receipt of the fully executed Participation Agreement and Master Agreement, and Contractor submits an invoice for that disbursement. Advance payments are contingent upon Contractor’s demonstrated ability to fully expend previous advance payments made by the District. Thereafter, the District shall reimburse Contractor for the cost of the work performed through an invoicing process (see paragraph 7 “Invoices”), up to but not exceeding the amount listed above under Total Costs.

7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

For Project P05:

Sherm Taylor
Department Coordinator
e-mail: sherm.taylor@chaffey.edu

For Projects P12:

Vanessa Thomas
Associate Dean, Strong Workforce
e-mail: vanessa.thomas@chaffey.edu

Fiscal Contact

Judy Garcia
Accounting Specialist
e-mail: judy.garcia@chaffey.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Chaffey Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Chaffey Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Henry Shannon
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-D - Strong Workforce Program
between
Riverside Community College District
and
Copper Mountain Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Copper Mountain Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-D-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-D-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 36,000
Total Cost		\$113,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

Twenty-five percent (25%) of the total cost may be issued as an advance payment to Contractor upon District’s receipt of the fully executed Participation Agreement and Master Agreement, and Contractor submits an invoice for that disbursement. Advance payments are contingent upon Contractor’s demonstrated ability to fully expend previous advance payments made by the District. Thereafter, the District shall reimburse Contractor for the cost of the work performed through an invoicing process (see paragraph 7 “Invoices”), up to but not exceeding the amount listed above under Total Costs.

7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

For Project P05:

Paul Friedt
Department Head, Automotive Technology
e-mail: pfriedt@cmccd.edu

For Projects P12:

Zachary Ginder
Dean of Instruction
e-mail: zginder@cmccd.edu

Fiscal Contact

Jared Zwicker
Fiscal Services Accountant
e-mail: jzwicker@cmccd.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Copper Mountain Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Copper Mountain Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Jeff A. Cummings
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-C - Strong Workforce Program
between
Riverside Community College District
and
College of the Desert

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and College of the Desert, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-C-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-C-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
Total Cost		\$138,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

Twenty-five percent (25%) of the total cost may be issued as an advance payment to Contractor upon District’s receipt of the fully executed Participation Agreement and Master Agreement, and Contractor submits an invoice for that disbursement. Advance payments are contingent upon Contractor’s demonstrated ability to fully expend previous advance payments made by the District. Thereafter, the District shall reimburse Contractor for the cost of the work performed through an invoicing process (see paragraph 7 “Invoices”), up to but not exceeding the amount listed above under Total Costs.

7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

For Project P05:

Douglas Redman
Associate Professor, Automotive
e-mail: dredman@collegeofthedesert.edu

For Project P12:

Jon Caffery M.Ed
Director, TAACCCT & Prop. 39 Grants
e-mail: jcaffery@collegeofthedesert.edu

Fiscal Contact

Ms. Zerryl Becker
Dean, Applied Science and Business
e-mail: zerryl@collegeofthedesert.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and College of the Desert, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

College of the Desert

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Joel Kinnamon
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-L - Strong Workforce Program
between
Riverside Community College District
and
San Bernardino Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and San Bernardino Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal – Crafton Hills College
2017/20-17-L-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
	Total Cost	\$ 61,000

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

Twenty-five percent (25%) of the total cost may be issued as an advance payment to Contractor upon District’s receipt of the fully executed Participation Agreement and Master Agreement, and Contractor submits an invoice for that disbursement. Advance payments are contingent upon Contractor’s demonstrated ability to fully expend previous advance payments made by the District. Thereafter, the District shall reimburse Contractor for the cost of the work performed through an invoicing process (see paragraph 7 “Invoices”), up to but not exceeding the amount listed above under Total Costs.

7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

Dan Word
Dean, Career Education & Human Development
e-mail: dword@craftonhills.edu

Fiscal Contact

Ruby Zuniga
Administrative Secretary
e-mail: rzuniga@sbccd.cc.ca.us

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and San Bernardino Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

San Bernardino Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Steven J. Sutorus
Business Manager

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-E - Strong Workforce Program
between
Riverside Community College District
and
Mt. San Jacinto Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Mt. San Jacinto Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-E-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-E-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
Total Cost		\$138,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

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7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

For P05:

Robert Pensiero
Automotive Department Coordinator
e-mail: rpensiero@msjc.edu

For P12:

Joyce Johnson
Dean, Career Technical Education
e-mail: jajohnso@msjc.edu

Fiscal Contact

Elaine McCallen
MVC Accounting Supervisor/Account Setup
e-mail: emccallen@msjc.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Mt. San Jacinto Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Mt. San Jacinto Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Roger Schultz
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-F - Strong Workforce Program
between
Riverside Community College District
and
Palo Verde Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Palo Verde Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-F-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
Total Cost		\$ 77,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

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7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

Sonja Givens
Dean of Instruction and Student Services
e-mail: sonja.givens@paloverde.edu

Fiscal Contact

Maureen Davis
Interim Vice President of Administrative Services
e-mail: maureen.davis@paloverde.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Palo Verde Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Palo Verde Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Don Wallace
Superintendent/President

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-M - Strong Workforce Program
between
Riverside Community College District
and
San Bernardino Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and San Bernardino Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal – San Bernardino Valley College
2017/20-17-M-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
2017/20-17-M-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
2017/20-17-P12	P12 LAUNCH: Inland Empire Apprenticeship & Work-based Learning	\$ 61,000
	Total Cost	\$138,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

6. PAYMENT

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7. INVOICES

Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District's approval of a final report. Invoices should be submitted to District contact named in paragraph 11 "Contacts." A final invoice for all performance under this Agreement is due no later than January 31, 2020.

8. REPORTING

Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

9. MODIFICATIONS

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

10. TIME EXTENSIONS

Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

For Project P05:

Mark Williams
Faculty Chair, Automotive
e-mail: mwilliams@valleycollege.edu

For P12:

Mr. Albert Maniaol
Dean of Applied Technology, Transportation and Culinary Arts
e-mail: amaniaol@valleycollege.edu

Fiscal Contact

Susan Ryckevic
Senior Accountant
e-mail: srych@sbccd.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and San Bernardino Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

San Bernardino Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Steven J. Sutorus
Business Manager

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-K - Strong Workforce Program
between
Riverside Community College District
and
San Bernardino Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and San Bernardino Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-K-P17	P17 Cloud Based Netlab+ Pilot Project

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P17	P17 Cloud Based Netlab+ Pilot Project	\$372,932
Total Cost		\$372,932

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

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Invoices shall reference the Participation Agreement number and must be supported by financial detail reports that itemize costs by Project No. Invoices shall be submitted no more frequently than monthly, and preferably, on a quarterly basis. District may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Final payment is contingent upon completion of the Scope of Work outlined in Exhibits referenced in Table 2, upon receipt of a final invoice requesting payment, and upon District’s approval of a final report. Invoices should be submitted to District contact named in paragraph 11 “Contacts.” A final invoice for all performance under this Agreement is due no later than January 31, 2020.

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Through this Participation Agreement, Contractor agrees to adhere to the fiscal reporting process and timelines as required by the California Community College Chancellor's Office and the Inland Empire/Desert Regional Consortium. Reports detailing fiscal activity during each quarter of the performance period will be submitted online via NOVA system. Periodic qualitative reports may be requested by the District. Invoices and financial detail reports may be submitted in lieu of fiscal year end reports. A final report covering the entire performance period of the Participation Agreement, including all supporting documentation, is due January 31, 2020.

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Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the District.

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Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

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For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

Susanne Mata
Deputy Sector Navigator, Information Communication Technologies - Digital Media
e-mail: smata@sbccd.cc.ca.us

Fiscal Contact

Laura Gowen
Interim Assistant Manager, Economic, Resource, and Community Development
e-mail: lgowen@sbccd.cc.ca.us

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and San Bernardino Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

San Bernardino Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Steven J. Sutorus
Business Manager

Date

Date

Inland Empire/Desert Region
Participation Agreement 2017/20-17-N - Strong Workforce Program
between
Riverside Community College District
and
Victor Valley Community College District

This Participation Agreement is incorporated into the Master Agreement No. 2017/20 – Strong Workforce Program, entered into February 1, 2017 between Riverside Community College District, hereinafter referred to as “District,” and Victor Valley Community College District, hereinafter referred to as “Contractor”. District and Contractor are also referred to collectively as “Parties” and individually as “Party.”

The Strong Workforce Program regional projects referenced in the list below are incorporated into this Participation Agreement.

Table 1:

Project No.	Project Proposal
2017/20-17-N-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction

1. SCOPE OF WORK

Contractor agrees to perform the work as described in the Strong Workforce project proposals listed above in Table 1, and the workplan and budget attached to this Participation Agreement as Exhibits, which by reference are incorporated into the Master Agreement. Contractor agrees to comply with all provisions, to perform all work as set forth in the Master Agreement and the aforementioned Exhibits in a professional, timely, and diligent manner. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

2. COLLABORATION

All Parties agree to work collaboratively with all other colleges specifically referenced in Exhibits of Projects outlined in Table 1 in order to complete the Scope of Work. Collaboration will include attending regular meetings and communication among the project partners and periodic written updates and presentations to the Inland Empire Desert Regional Consortium.

3. PERIOD OF PERFORMANCE

The period of performance for this Participation Agreement shall be from January 1, 2018 through December 31, 2019.

4. TOTAL COSTS

The total cost for performance of this Participation Agreement is set forth in the table below. Funding amounts for each project are listed. Funds may not be transferred from one project to another without specific written approval from the District’s project manager, who is listed under paragraph 11 “Contacts.”

Table 2:

Funding Cycle: January 1, 2018 to December 31, 2019		
Exhibit No.	Project Proposal	Funding Amount
2017/20-17-P05	P05 Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction	\$ 77,500
Total Cost		\$ 77,500

5. BUDGET

Contractor agrees that expenditure of funds under the Agreement will not exceed the funding amount shown in Table 2. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount attached to the proposal is not affected, and the outcomes of the Participation Agreement will not be materially affected. The project budget is allocated according to funding cycle listed in Table 2. Budget modifications between funding cycles for ongoing proposal activities may be permitted at the written request of the Contractor, or as determined necessary by the District to ensure funds are expended to the fullest extent possible in each funding cycle.

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8. REPORTING

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Contractor must spend all of the funds allocated through this Participation Agreement within the timeframe of the Agreement.

11. CONTACTS

All invoices, supporting documentation, and progress reports from the Contractor will be sent to the District project director.

For District:

Project Director
Sheryl.Plumley@rccd.edu
Assistant Director, CTE Projects
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

The Contractor shall assign an individual to serve as liaison between the Contractor and the District, other project partners, and the Inland Empire Desert Regional Consortium. Project liaison to ensure the scope of work is carried out. The Contractor's liaison will submit qualitative and quantitative reports to the District and will work collaboratively with other project partners and the Inland Empire Desert Regional Consortium. Invoices and financial supporting documentation shall be certified and submitted by the Contractor's fiscal contact.

For Contractor:

Project Liaison

Harry Bennett
CTE Coordinator
e-mail: harry.bennettjr@vvc.edu

Fiscal Contact

Pearl Bandringa
Senior Accounting Technician
e-mail: pearl.bandringa@vvc.edu

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

12. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Participation Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Riverside Community College District and Victor Valley Community College District, and are binding upon the Parties without any further action by the Parties.

Riverside Community College District

Victor Valley Community College District

Aaron Brown
Vice Chancellor
Business and Financial Services

Dr. Roger Wagner
Superintendent/President

Date

Date

Agenda Item (VI-B-6-d)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-d)
Subject	Agreement Amendment for the Inland Empire/Desert Regional Consortium (IE/DRC) CTE Rebranding and Marketing Campaign
College/District	District
Funding	Strong Workforce Program Regional Funding
Recommended Action	It is recommended the Board of Trustees approve amendment No. 1, for additional services as outlined in the attached amendment in the amount of \$45,500.

Background Narrative:

On August 15, 2017 the Board of Trustees approved the Agreement with Interact Communications to provide marketing and rebranding services on behalf of the Strong Workforce Program Inland Empire/Desert Regional Consortium.

The agreement is for the period August 23, 2017 through August 31, 2018, with an option to renew the contract for up to two additional one-year contract extensions.

It is requested the Board of Trustees approve amendment No. 1, to the original contract for additional services as outlined in the attached amendment for the amount of \$45,500. The requested increase brings the total contract amount to \$695,500.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Bryan Reece, President Norco College
Robin Steinback, President, Moreno Valley College

Attachments:

[Agreement Amendment No. 1 Interact](#)

AMENDMENT TO AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
and
INTERACT

This document amends the original agreement for the Inland Empire/Desert Regional Consortium (IE/DRC) CTE Rebranding and Marketing Campaign – RFP #2016/17-27 between the Riverside Community College District and Interact, which was approved by the Board of Trustees on August 15, 2017.

The agreement is hereby amended as follows:

Paragraph 1 – Scope of Services: The Inland Empire Desert Regional Consortium is amending the contract with Interact Communications to update the scope of work to include a Media Prefs survey. The survey is a 100% online survey of over 200 scaled questions about students media preferences, college recruiting, communication and college services, website importance and how and when students want to be informed. All IEDRC colleges will receive results of their own data, plus access to the larger national findings.

Paragraph 5 – Payment: Increase total contract amount from \$650,000 to \$695,500.

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

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

Interact

Riverside Community College District

Cheryl Broom
President

Aaron S. Brown
Vice Chancellor
Business & Financial Services

Date: _____

Date: _____

Agenda Item (VI-B-7)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommend that the Board of Trustees approve the out-of-state travel.

Background Narrative:

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

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[Out of State Travel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: March 20, 2018

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

Revision:

- 1) Dr. Dariush Haghghat, Professor, Political Science, to travel to Lausanne, Switzerland, February 4 through 13, 2018, to accompany thirteen (13) students to the Swiss International Hospitality Model United Nations Conference. Estimated cost: \$53,191.89. Funding source: Model United Nations funds. (An additional student was added to the original twelve (12) students attending.)

Retroactive:

- 1) Dr. Wolde-Ab Isaac, Chancellor, Chancellor's Office, to travel to Washington, D.C., March 10 through 13, 2018, to attend the American Council on Education 100th Annual Meeting. Estimated cost: \$3,491.47. Funding source: General funds. (Due to the short notice, the travel request could not be included on the February Board report.)
- 2) Mr. Carlos Lopez, Interim Vice President, Academic Affairs, Moreno Valley College, to travel to New York, New York, March 18 through 20, 2018, to attend the Ideas Camp Conference (Bloomberg Philanthropies Mayor's Challenge). Estimated cost: \$1,653.41. Funding source: \$1,550.00 to be paid by the Bloomberg Philanthropies-City of Moreno Valley and \$103.41 to be paid with General funds. (Due to the short notice, the travel request could not be included on the February Board report.)

Current:

Moreno Valley College

- 1) Mr. Bob Fontaine, Director, Associate Professor, Ben Clark Training Center, to travel to Washington, D.C., April 29 through May 3, 2018, to attend the Interprofessional Education: Building a Framework for Collaboration Conference. Estimated cost: \$4,538.40. Funding source: No cost to the district; all expenses paid by UCR Health Resources and Services Administrator Grant.
- 2) Ms. Abreesha Jones, Counseling Clerk I, Workforce Preparation/CalWORKs, to travel to New Orleans, Louisiana, May 28 through June 2, 2018, to attend the 2018 National Conference on Race and Ethnicity in American Higher Education (NCORE) Conference. Estimated cost: \$2,946.41. Funding source: The California Work Opportunity and Responsibility to Kids Program (CalWORKs) funds.
- 3) Dr. Diane Marsh, Associate Professor, Natural Sciences and Kinesiology, to travel to Edmond, Oklahoma, April 4 through 7, 2018, to accompany two (2) students to the National Conference on Undergraduate Research 2018. Estimated cost: \$4,932.04. Funding source: Flying with the Swallows Grant funds.
- 4) Dr. Robin Steinback, President, President's Office, to travel to New Orleans, Louisiana, April 12 through 15, 2018, to attend the 2018 International Fundamentals of Fundraising Pre-Conference Workshops. Estimated cost: \$2,929.36. Funding source: \$2,440.36 from General funds and \$489.00 from RCCD Foundation Unrestricted funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: March 20, 2018

Norco College

- 1) Mr. Charles Henkels, Apprenticeship Director, Career Technical Education, to travel to Zurich, Switzerland, June 25 through July 7, 2018, to attend the Center for Economics and Management of Education Training Systems Conference. Estimated cost: \$10,401.81. Funding source: Related Supplemental Instruction funds.
- 2) Ms. Daniela McCarron, Dean, Special Funded Programs, CalWORKs, to travel to Salt Lake City, Utah, May 5 through 8, 2018, to attend the New TRiO Directors Training. Estimated cost: \$821.16. Funding source: Outreach General funds.
- 3) Dr. Gustavo Ocegüera, Dean of Grants and Student Equity Initiatives, Student Equity, to travel to Washington, D.C., April 7 through 11, 2018, to attend the Hispanic Association of Colleges and Universities, 23rd Annual National Capitol Forum. Estimated cost: \$2,944.01. Funding source: Title V Pathways Grant funds.
- 4) Mr. David Payan, Associate Professor, Counseling, to travel to Chicago, Illinois, March 25 through 28, 2018, to attend the Alliance of Hispanic Serving Institution Educators (AHSIE) Conference. Estimated cost: \$1,625.11. Funding source: Basic Skills Student Outcomes Transformation Grant funds.
- 5) Dr. Edwin Romero, Student Activities Coordinator, Student Life, to travel to Washington, D.C., April 7 through 11, 2018, to accompany five (5) students to the Hispanic Association of Colleges and Universities Capitol Forum on Hispanic Higher Education Conference. Estimated cost: \$13,181.00. Funding source: \$1,181.00 from Title V Grant funds; \$10,000.00 from Student Life/General funds; and \$2,000.00 from Associated Students of Riverside Community College District funds.
- 6) Dr. Sigrid Williams, Assistant Professor, Administration of Justice, to travel to Chicago, Illinois, March 24 through 28, 2018, to attend the Alliance of Hispanic Serving Institution Educators Best Practices Conference. Estimated cost: \$1,919.19. Funding source: Local Strong Workforce funds.

Riverside City College

- 1) Mr. David Avalos, Culinary Arts Instructor, Applied Technology, Culinary Arts, to travel to Milwaukee, Wisconsin, June 13 through 17, 2018, to attend the Center for Advancement of Foodservice Education Leadership Conference. Estimated cost: \$1,869.53. Funding source: Perkins Title I-C Grant funds.
- 2) Mr. Robert Baradaran, Chef Instructor, Applied Technology, Culinary Arts, to travel to Chicago, Illinois, May 18 through 22, 2018, to attend the National Restaurant Association Conference. Estimated cost: \$1,742.32. Funding source: Perkins Title I-C Grant funds.
- 3) Dr. Kishi Animashaun Ducre, Director, Center for Social Justice, to travel to New Orleans, Louisiana, April 10 through 14, 2018, to attend the American Association of Geographers' 2018 Annual Meeting. Estimated cost: \$2,254.15. Funding source: Restricted General funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: March 20, 2018

- 4) Dr. Dariush Haghghat, Professor, Political Science, to travel to New York, New York, March 24 through 30, 2018, to accompany sixteen (16) students to the Model United Nations Conference – New York. Estimated cost: \$34,581.26. Funding source: Model United Nations funds.
- 5) Ms. Elizabeth Hilton, Director, Student Financial Services, to travel to Boise, Idaho, April 21 through 24, 2018, to attend the 2018 Western Association Student Financial Aid Administrators Annual Conference. Estimated cost: \$1,223.12. Funding source: Board of Financial Assistance Programs Grant funds.
- 6) Mr. Kurt Kilgus, Music Specialist, Performing Arts, to travel to Dayton, Ohio, April 10 through 15, 2018, to attend the Winter Guard International Color Guard World Championships/Performance and Competition. Estimated cost: \$1,283.78. Funding source: Marching Band Trust funds.
- 7) Mr. Kurt Kilgus, Music Specialist, Performing Arts, to travel to Dayton, Ohio, April 16 through 22, 2018, to attend the Winter Guard International Percussion World Championships/Performance and Competition. Estimated cost: \$1,685.30. Funding source: \$545.30 to be paid from Marching Band Trust funds and \$1,140.00 to be paid from Blue Devils Performing Arts funds.
- 8) Mr. Tomas Ocampo, Instructor, Political Science, to travel to New York, New York, March 24 through 30, 2018, to attend the Model United Nations Conference – New York. Estimated cost: \$4,119.00. Funding source: Model United Nations funds.
- 9) Mr. James Rocillo, Assistant Professor, Music, to travel to Dayton, Ohio, April 10 through 15, 2018, to accompany thirty-one (31) students to the Winter Guard International Color Guard World Championships/Performance and Competition. Estimated cost: \$30,453.26. Funding source: Marching Band Trust funds.
- 10) Mr. James Rocillo, Assistant Professor, Music, to travel to Dayton, Ohio, April 16 through 22, 2018, to accompany forty (40) students to the Winter Guard International Percussion World Championships/Performance and Competition. Estimated cost: \$41,313.53. Funding source: \$250.00 to be paid with Marching Band Trust funds and \$41,063.53 to be paid with Blue Devils Performing Arts funds.
- 11) Ms. Amy Vermillion, Associate Professor, Nursing, to travel to Washington, DC, April 29 through May 2, 2018, to attend the Interprofessional Education Collaborative (IPEC) 2018 Spring Institute. Estimated cost: \$2,097.47. Funding source: No cost to the district; all expenses paid by UC, Riverside School of Medicine.

Riverside Community College District

- 1) Mr. Robert Corona, Director, Center for International Trade Development, to travel to Washington, DC, April 17 through 20, 2018, to attend the Export-Import (EXIM) Bank 2018 Annual Conference and Partner Meeting. Estimated cost: \$2,501.49. Funding source: Center for International Trade Development Grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: March 20, 2018

- 2) Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations, to travel to Cordova, Tennessee, July 9 through 10, 2018, to attend the National Conferences on Graduate Minority Recruitment. Estimated cost: \$1,864.99. Funding source: Diversity funds.
- 3) Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations, to travel to Cordova, Tennessee, July 11 through 12, 2018, to attend the Summer Institute on Inclusion and Equity. Estimated cost: \$1,164.99. Funding source: Diversity funds.
- 4) Mr. Jeffrey Williamson, Statewide Director, Center for International Trade Development, Office of Economic Development, to travel to Shanghai, China, April 10 through 17, 2018, to attend the California State Trade Expansion – China Medical Equipment Fair. Estimated cost: \$4,258.00. Funding source: State Trade Expansion Program Grant funds.

Agenda Item (VI-B-8-a)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Adoption of Education Protection Account Funding and Expenditures
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the proposed use of the estimated \$22,502,047 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

Background Narrative:

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, passed in November 2012. This proposition temporarily raised the sales and use tax by .25 cents and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) to provide continuing funding for local school districts and community colleges.

Per Proposition 30, a community college district has the sole authority to determine how the moneys received from the Education Protection Account (EPA) are spent, provided that the governing board shall make these spending determinations in open session of a public meeting of the governing board and shall not use any of the funds from the EPA for administrative salaries and benefits or any other administrative costs. Furthermore, each entity receiving funds shall annually publish on its internet website an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law.

This agenda item is being submitted to comply with the Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the Board of Trustees. The total estimated EPA funds that our District will receive, as of the first principal apportionment for FY 2017-18, is \$22,502,047 and the entire amount will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the appointment "computational revenue" calculation.

The attached form identifying this \$22,502,047 as proceeds from the EPA and the District's intent to use these funds to partially fund the District's total instructional salaries, will be posted to the District's internet website to meet the website posting requirements. This same form will be updated at year-end with actual figures when provided by the State Chancellor's Office and will be audited as part of the District's annual financial and compliance audit.

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

Attachments:

[03202018_Prop 30 EPA Expenditure Report](#)

CALIFORNIA COMMUNITY COLLEGES
Annual Financial and Budget Report
SUPPLEMENTAL DATA

Schools and Local Public Safety Protection Act
Prop 30 EPA Expenditure Report

For Actual Year: 2017-2018

Budget Year: 2018-2019

District ID:

Name: Riverside Community College District

Activity Classification	Activity Code				Unrestricted
EPA Proceeds	8630				
Activity Classification	Activity Code	Salaries and Benefits (1000 - 3000)	Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Total
Instructional Activities	0100-5900	\$22,502,047	0	0	\$22,502,047
Total Expenditures for EPA*		\$22,502,047	0	0	\$22,502,047
Revenues less Expenditures					-22502047
*Total Expenditures for EPA may not include Administrator Salaries and Benefits or other administrative costs.					

Agenda Item (VI-B-8-b)

Meeting	3/20/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Background Narrative:

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

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

Attachments:

[03202018_Surplus Property List](#)

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR, LCD	E178FPB	CN-0G248H-74261-876-998S	39365
1	GATEWAY	MONITOR, LCD	TFT1780PS+	MW671-B0N-07677	33198
1	THERMOLYNE	CIMAREC STIRRING HOT PLATE	SP46925	640910583855	NONE
1	THERMOLYNE	CIMAREC STIRRING HOT PLATE	SP46925	640910471086	NONE
1	FISHER SCIENTIFIC	VARIABLE SPEED TOUCH-MIXER	232	10800725	NONE
1	THERMOLYNE	ALUMINUM MICRO HOT PLATE	HP2310B	33969	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	454871	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	67362	NONE
1	FISHER SCIENTIFIC	MINI VORTEX MIXER	14-955-151	16091333	NONE
1	CONTROL COMPANY	7-DAY DIGITAL PANEL TIMER CONTROLLER	5056	33977	NONE
1	CONTROL COMPANY	7-DAY DIGITAL PANEL TIMER CONTROLLER	5056	72306832	NONE
1	OHAUS	SCOUT PRO TOPLOADING BALANCE	SP401	7125170114	NONE
1	OHAUS	TRIPLE BEAM BALANCE	700	NONE	NONE
1	PASCO	FUNCTION GENERATOR	WA-9301A	3/02	NONE
1	SARTORIUS	TOPLOADING BALANCE	NONE	NONE	NONE
1	SARGENT-WELCH	DIGITAL THERMOMETER	SW-210	NONE	NONE
1	GB INSTRUMENTS	DIGITAL MULTIMETER	GDT-11	NONE	NONE
1	BK PRECISION	DIGITAL MULTIMETER	2703B	NONE	NONE
1	EXTECH INSTRUMENTS	DIGITAL MULTIMETER	2110	NONE	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	NONE	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	454852	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	M069926	NONE
1	THERMO-SCIENTIFIC	CIMAREC ANALOG HOT PLATE	HP194515	C1945140206991	NONE
1	THERMO-SCIENTIFIC	CIMAREC ANALOG HOT PLATE	HP194515	C1945140206997	NONE
1	THERMO-SCIENTIFIC	CIMAREC ANALOG HOT PLATE	HP194515	C1945140622811	NONE
1	THERMO-SCIENTIFIC	CIMAREC ANALOG HOT PLATE	HP194515	C1945140622822	NONE
1	THERMO-SCIENTIFIC	CIMAREC ANALOG HOT PLATE	HP194515	C1945140622831	NONE
1	THERMO-SCIENTIFIC	CIMAREC DIGITAL HOT PLATE STIRRER	SP131325	1313060889061	NONE

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	THERMO-SCIENTIFIC	CIMAREC DIGITAL HOT PLATE STIRRER	SP131325	C1768110939506	NONE
1	BIO-RAD	MINI-SUB ELECTROPHORESIS CHAMBER	GT CELL	29673	NONE
1	MINERALIGHT	UV LAMP	UVGL-48	NONE	NONE
1	HANNAH INSTRUMENTS	COMPACT MAGNETIC MINI STIRRER	HI180	M064692	NONE
1	FISHER SCIENTIFIC	CENTRIFIC CENTRIFUGE	228	10400234	NONE
1	FISHER SCIENTIFIC	CENTRIFIC CENTRIFUGE	228	10400235	NONE
1	FISHER SCIENTIFIC	CENTRIFIC CENTRIFUGE	228	10400238	NONE
1	FISHER SCIENTIFIC	CENTRIFIC CENTRIFUGE	228	10400274	NONE
1	FISHER SCIENTIFIC	CENTRIFIC CENTRIFUGE	228	10400278	NONE
1	AINSWORTH	TOPLOADING BALANCE	DE-300	BO35844	NONE
1	AINSWORTH	TOPLOADING BALANCE	DE-300	BO35878	NONE
1	AINSWORTH	TOPLOADING BALANCE	DE-300	BO35881	NONE
1	AINSWORTH	TOPLOADING BALANCE	DE-300	BO37301	NONE
1	AINSWORTH	TOPLOADING BALANCE	DE-300	BO37305	NONE
1	DENVER INSTRUMENT	TOPLOADING BALANCE	XS-210	0079342	NONE
1	DENVER INSTRUMENT	TOPLOADING BALANCE APEX	APX-203	A23047005	NONE
1	OHAUS	SCOUT PRO TOPLOADING BALANCE	SP401	7125080333	NONE
1	FISHER SCIENTIFIC	HOT PLATE 692 SERIES	11-500-4H	70600202	NONE
1	FISHER SCIENTIFIC	HOT PLATE 692 SERIES	11-500-4H	801N0005	NONE
1	FISHER SCIENTIFIC	HOT PLATE 692 SERIES	11-500-4H	70600179	NONE
1	THERMOLYNE	HOT PLATE NUOVA II	HP18325	305910474430	NONE
1	THERMOLYNE	CIMAREC STIRRING HOT PLATE	SP46925	640910583763	NONE
1	GS BLUE M	BENCH TYPE GRAVITY CONVECTION OVEN	OV-18SA	L8C-449	NONE
1	WARD'S SCIENTIFIC	SPECTROPHOTOMETER	N/A	NONE	NONE
1	FLINN SCIENTIFIC	SPECTROPHOTOMETER	SEAC 20	NONE	NONE
1	FLINN SCIENTIFIC	SPECTROPHOTOMETER	SEAC 20	NONE	NONE
1	FLINN SCIENTIFIC	SPECTROPHOTOMETER	SEAC 20	NONE	NONE
1	CORNING	METER, PH, BENCHTOP	M215	3901	5709
1	CORNING	METER, PH, BENCHTOP	M215	3521	5710
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000813	NONE
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000814	NONE

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000815	NONE
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000817	NONE
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000826	NONE
1	FISHER SCIENTIFIC	METER, PH, BENCHTOP	MODEL 5	C9000829	NONE
1	EPPENDORF	MICROCENTRIFUGE	2000	5414 B 43337	5780
1	POLYSCIENCE	POLARIMETER	SR-6	7631	5705
1	FISHER-JOHNS	MELTING POINT APPARATUS	00590Q	20200058	5703
1	ELECTROTHERMAL	DIGITAL MELTING POINT APPARATUS	IA9000	10018331	5704
1	LABLINE	SLIDE WARMER	26020	0692-0587	NONE
1	HACH	COLORIMETER	DR/700	910901390	NONE
1	FISHER SCIENTIFIC	ISOTEMP ECONOMY WATER BATH	115	103N0015	20801
1	PRECISION SCIENTIFIC	GENERAL PURPOSE WATER BATH	280	800011687	20800
1	PRECISION SCIENTIFIC	GENERAL PURPOSE WATER BATH	180	10AZ-6	20794
1	LABLINE	ORBITAL SHAKER	4626	0502-4668	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095025	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095027	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095032	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095035	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095039	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095041	NONE
1	CORNING	SCHOLAR HOT PLATE	170	01270095063	NONE
1	THERMO LAB SYSTEMS	WELLWASH MICROPLATE WASHER 4 MK2	5161100W	006-2806	NONE
1	BIO-RAD	THERMAL CYCLER	GENE CYCLER	12118	NONE
1	THERMO LAB SYSTEMS	MULTISCAN PLUS MICROPLATE READER	355	3550-31214	NONE
1	LW SCIENTIFIC	CENTRIFUGE	LW-815	200125-47	NONE
1	OSTER	BLENDER	CYCLE BLEND	890-22M	NONE
1	FISHER SCIENTIFIC	STIRRING HOT PLATE	697	70600179	NONE
1	FISHER SCIENTIFIC	STIRRING HOT PLATE	697	70600202	NONE
1	FISHER SCIENTIFIC	STIRRING HOT PLATE	697	801N0005	NONE
1	HP	PRINTER, LASER, MONO	Q5402A	CNRXH66615	34358
1	HP	PRINTER, ACCESSORY, PAPER TRAY	Q2444B	CNCJC11424	34359
1	LENOVO	COMPUTER, DESKTOP	7072-CTO	MJHLRRT	48042
1	LENOVO	COMPUTER, DESKTOP	7072-CTO	MJHLRRV	48043
1	LENOVO	COMPUTER, DESKTOP	3209-E4U	MJRKZHA	49677
1	LENOVO	COMPUTER, DESKTOP	7483-WTD	MJXVRG8	44235
1	LENOVO	COMPUTER, DESKTOP	7483-WTD	MJXVRG0	44223

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	LENOVO	COMPUTER, DESKTOP	7483-WTD	MJXVRA5	44404
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFE98	41916
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFE95	41937
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFE80	41923
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFF26	41906
1	LENOVO	COMPUTER, DESKTOP	7484-W7J	MJ10604	39993
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	MJYL608	NONE
1	LENOVO	COMPUTER, DESKTOP	6075-CTO	LKMNYDH	38031
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFE55	41855
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	MJMZ207	41188
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFF18	41817
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	MJMZ199	41202
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFF06	41818
1	LENOVO	COMPUTER, DESKTOP	9088-CTO	LKMKMTA	37878
1	LENOVO	COMPUTER, DESKTOP	6075-CTO	LKMNYDG	38040
1	LENOVO	COMPUTER, DESKTOP	7484-WUT	MJPFF16	41933
1	DELL	COMPUTER, DESKTOP	PRECISION T1500	92499P1	42993
1	GATEWAY	MONITOR, LCD	FPD2185W	MPT5C-50N-17292	25463
1	GATEWAY	MONITOR, LCD	TFT1980PS+	MWE87-B0N-00147	37891
1	LENOVO	MONITOR, LCD	3024-HC1	V1XR848	62086
1	LENOVO	MONITOR, LCD	4431-HE1	V1X2784	NONE
1	LENOVO	MONITOR, LCD	4431-HE1	V1AXB71	44278
1	LENOVO	MONITOR, LCD	4431-HE1	V1AXB94	44276
1	LENOVO	MONITOR, LCD	4431-HE1	V1AWM68	44285
1	LENOVO	MONITOR, LCD	2572-HD6	V634752	NONE
1	LENOVO	MONITOR, LCD	2448-HB6	V6D9934	41884
1	LENOVO	MONITOR, LCD	4424-HB6	V6C0192	40680
1	LENOVO	MONITOR, LCD	2448-MB6	V8X8884	A02816
1	LENOVO	MONITOR, LCD	4431-HE1	V1AXB07	44408
1	GATEWAY	MONITOR, LCD	FPD2185W	MPT5B-50N-06061	31513
1	DELL	MONITOR, LCD	1704FPT	CN-044299-71618- 54P-AQYD	26498
1	DELL	MONITOR, LCD	1907FPV	CN-0C553H-74445- 94R-AA3J	40005
1	PRINCETON	MONITOR, LCD	N/A	NONE	NONE
1	DELL	COMPUTER, LAPTOP	VOSTRO 1700	5MY6YG1	39572
1	GATEWAY	COMPUTER, LAPTOP	450ROG	0031951220	21441
1	SONY	PROJECTOR, DIGITAL, DATA	VPL-CX5	S01-0016731	18596
1	VWR INTERNATIONAL	ULTRASONIC CLEANER	750D	28DS 4B 291	NONE
1	SHURE	RECEIVER, 2 INPUT	ULXP4	11C0388627-02	NONE
1	EXTRON	VIDEO SPLITTER, VGA W/ ADSP	RGB 109XI	A06HD56-E20264	NONE
1	TRUE SEATING	CHAIR, EXECUTIVE, HIGH- BACK, ROLLING	N/A	NONE	NONE
1	NONE	CHAIR, TASK, LOW-BACK, ROLLING	N/A	NONE	NONE
1	NONE	PRINTER STAND, PLASTIC, ROLLING	N/A	NONE	NONE

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
52	VARIOUS	SPEAKERS, COMPUTER	N/A	NONE	NONE
33	VARIOUS	KEYBOARDS, COMPUTER	N/A	NONE	NONE
8	LENOVO	MONITOR STAND	N/A	NONE	NONE
1	NEC	TELEPHONE, DIGITAL	ITR-240G-1	18200098EH	NONE
1	HP	PRINTER, LASER, COLOR	Q7822A	JPBC685S03K	36275
1	GATEWAY	COMPUTER, DESKTOP	E4300	0034956307	25265
1	DELL	COMPUTER, DESKTOP	DIMENSION XPS	C3Z1701	16132
1	GATEWAY	MONITOR, LCD	EV910	19016B338412	17345
1	PANASONIC	CAMERA, VIDEO, DIGITAL, CAMCORDER	PV-DV702	I2SA10303	20555
1	HP	PRINTER, LASER, MONO	Q5928A	CNHC5CW0C8	31618
1	HP	PRINTER, LASER, MONO	Q5928A	CNHC62M1NS	41640
1	KONICA-MINOLTA	PRINTER, LASER, COLOR	7450II	322700177	39679
1	HP	PRINTER, LASER, MONO	C4170A	USGR200151	16584
1	CUBIFY	PRINTER, 3-D	401384	60121183535	NONE
1	EPSON	SCANNER, FLATBED, PHOTO, COLOR	J131A	FGUW023569	NONE
1	SONY	COMPUTER, DESKTOP	N/A	NONE	NONE
1	VELOCITY	COMPUTER, DESKTOP	N/A	NONE	NONE
1	MICROTEK	SCANNER, FLATBED, PHOTO, COLOR	ARTIXSCAN 2500F	S38F300765	23267
1	GATEWAY	COMPUTER, DESKTOP	E4300	0034956307	25265
1	DELL	COMPUTER, DESKTOP	DIMENSION XPS	3KL0701	16134
1	HP	COMPUTER, SERVER	DL380R03	EA3YLDN72W	25063
1	HP	COMPUTER, SERVER	DL380R04	EA6LLDN72W	25060
1	APC	UNINTERRUPTIBLE POWER SUPPLY (UPS)	SUA2200	JS0729024331	39038
1	APC	UNINTERRUPTIBLE POWER SUPPLY (UPS), REDUNDANT SWITCH	SU045-1	5AO614TO7965	34971
1	CISCO	SWITCH, ETHERNET, RACK-MOUNT (11U)	CATALYST 4507R	F0X101112KB	34949
1	CANON	SCANNER, FLATBED, DOCUMENT, COLOR	LIDE 70	KCDA51641	34390
1	GATEWAY	MONITOR, LCD	FPD1765	MW672BON01652	33403
1	GATEWAY	MONITOR, LCD	FPD1765	MW672BON01665	33400
1	PHILIPS	TELEVISION, CRT	PA7027	19269965	14031
1	HP	PRINTER, INKJET, COLOR	CB055A	MY85M2R231	39591
1	SHARP	VCR, VHS	XA-705	904716051	14030
1	HP	PRINTER, LASER, MONO	Q5912A	CNBKB30518	NONE
1	SAMSUNG	PRINTER, LASER, MFP, MONO	SF- 650P	Z2SABFBZB00216R	NONE
1	CANON	SCANNER, FLATBED, DOCUMENT, COLOR	LIDE 60	NONE	NONE
1	CHIEF	AUTOMOTIVE FRAME MEASURING SYSTEM, ACCESSORIES	N/A	NONE	NONE
1	APPLE	COMPUTER, LAPTOP	A1286	C02HF5VADV7M	48144
1	APPLE	COMPUTER, LAPTOP	A1286	C02HF5V7DV7M	48143

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	MONITOR, LCD	FPD2185W	MPT5B50N17762	31572
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5RZTR1	47192
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5LSTR1	47205
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5PXTR1	47191
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G60XTR1	47203
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5NZTR1	47160
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5RXTR1	47158
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5JTTR1	47164
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5SYTR1	47145
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5QWTR1	47143
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5XYTR1	47185
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	C47QNS1	48276
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5KZTR1	47193
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5NVTR1	47161
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5XXTR1	47182
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5HTTR1	47155
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5TYTR1	47159
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5MSTR1	47149
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5RWTR1	47163
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	GQ5QNS1	48282
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5YXTR1	47196
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5TSTR1	47157
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5MWTR1	47199
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5TVTR1	47147
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	DJFPGQ1	44669
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	665ZDP1	43663
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	DJFJGQ1	44668
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	DJGDGQ1	44681
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	DJFMGQ1	44672
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	J1LGTJ1	40071
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	74DM6M1	NONE
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	8X2XTH1	48159
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	7FPQDQ1	43459
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	94DM6M1	NONE
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	29KGTJ1	40105
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	HMNPHQ1	43870
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	C6SOTJ1	38776
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	7VHXCP1	43134
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	CSKGTJ1	40317
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	FM1F5P1	42860
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	B5HQJ1	38731
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	378MTJ1	40189
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	978MTJ1	40195
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	JSKGTJ1	40316
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	BM549P1	42967
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	GJGGGQ1	44678
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	6680FP1	43389
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	89LLTH1	48160
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	C2GCBG1	39255
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	1TKGTJ1	40185
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	5BKGTJ1	40097

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 960	GDB1TH1	38048
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	CV8MTJ1	40113
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	92LGTJ1	40115
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	69KGTJ1	40157
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	CT8MTJ1	40111
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	5V8MTJ1	40099
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	49KGTJ1	40083
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5TVTR1	47147
1	DELL	COMPUTER, DESKTOP	OPTIPLEX GX280	JYHQJ71	31023
1	LENOVO	COMPUTER, DESKTOP	7484-WX3	MJDBPT6	42635
1	LENOVO	COMPUTER, DESKTOP	7483-WTD	MJXVRC9	44773
1	LENOVO	COMPUTER, DESKTOP	7483-WTD	MJXVPV2	NONE
1	APPLE	COMPUTER, DESKTOP	A1173	W86031JDU2N	31717
1	GATEWAY	COMPUTER, DESKTOP	E4610S	39013907	33786
1	GATEWAY	COMPUTER, DESKTOP	E6610Q	4545705	37567
1	GATEWAY	COMPUTER, DESKTOP	E4500D	36363981	31632
1	GATEWAY	COMPUTER, DESKTOP	E6610D	38952976	33487
1	GATEWAY	COMPUTER, DESKTOP	E4000	30255654	22083
1	GATEWAY	COMPUTER, LAPTOP	SOLO 1450	BT502210886	31295
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0032024606	22307
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265414	22316
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265402	22301
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265410	22312
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0032390715	22309
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265415	22314
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265409	22313
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265399	22296
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265411	22315
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265426	22306
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265396	22308
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265419	22299
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265416	22304
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265408	22300
1	GATEWAY	COMPUTER, LAPTOP	600YG2	0030265406	22305
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265421	22310
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265425	22303
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030129935	NONE
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265393	22302
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265423	22294
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265407	22298
1	GATEWAY	COMPUTER, LAPTOP	600YG2	S/N 0030265400	22295
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027845	21799
1	DELL	MONITOR, LCD	P190SF	CN-0GRNWX-72872- OB1-D6EI	43073
1	DELL	MONITOR, LCD	P190ST	CN-0RNMH6-74445- 0C3-B58L	43135
1	LENOVO	MONITOR, LCD	L1951PWD	V6-V9829	42649
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618- 6BE-A498	37209

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4Z9M	40312
1	LG	MONITOR, LCD	M1910AB	601KGQN1B700	NONE
1	LG	MONITOR, LCD	M1910AB	601KGJK1B692	NONE
1	LG	MONITOR, LCD	M1910AB	601KGKW1B661	NONE
1	LG	MONITOR, LCD	M1910AB	601KGRS1B694	NONE
1	LG	MONITOR, LCD	M1910AB	601KGP1B696	NONE
1	LG	MONITOR, LCD	M1910AB	601KGSY1B702	NONE
1	LG	MONITOR, LCD	M1910AB	601KGLQ1B704	NONE
1	LG	MONITOR, LCD	M1910AB	601KGTV1B705	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	KUL7002E0020966	20957
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330600304	21831
1	GATEWAY	MONITOR, LCD	TFT19W80PS+	M137C B0N02658	39063
1	LG	MONITOR, LCD	W1934SI	803UXGL2K271	65701
1	LENOVO	MONITOR, LCD	L1940PWD	V6-C4185	40327
1	DELL	MONITOR, LCD	1907FPT	CN-0DC323-71618-6CB-AEFR	65708
1	DELL	MONITOR, LCD	E173FPF	CN-0D5428-72872-54S-9W2L	63501
1	LG	MONITOR, LCD	L1942PT	812NDRF0G406	38948
1	LG	MONITOR, LCD	L1942PT	812NDMT0G395	38953
1	LG	MONITOR, LCD	L1942PT	812NDUN2V782	38943
1	LG	MONITOR, LCD	L1942PT	812NDBP2V789	38949
1	DELL	MONITOR, LCD	1707FPVT	CN-0Y9833-71618-76A-AA80	NONE
1	DELL	MONITOR, LCD	1704FPTT	CN-0Y4299-71618-54P-ALCX	26323
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-AC2N	37212
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92P-28QM	40148
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18M-3EMU	47415
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-22K-357I	48218
1	COMPAQ	MONITOR, LCD	P9019A	MY316EA292	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330401724	21890
1	DELL	MONITOR, LCD	FPD1730	MUL7003D0027894	21809
1	VIEWSONIC	MONITOR, LCD	VLCD23895-2W	A13024801345	21116
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-18D-K7UI	47265
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-18D-K7PI	47258
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-3KVU	47438
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-AC2S	37208
1	DELL	MONITOR, LCD	P170ST	CN-0VHPX3-74445-19K-A37U	47759
1	DELL	MONITOR, LCD	P170ST	CN-0VHPX3-74445-19K-A35U	47756

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	MONITOR, LCD	TFT1980PS+	MWE67 B0N03278	32747
1	GATEWAY	MONITOR, LCD	TFT1980PS+	MW885 B0H01263	37780
1	LG	MONITOR, LCD	L1942PT	812NDBP0G405	38946
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-72YM	30413
1	DELL	MONITOR, LCD	P190SB	CN-09M62C-74261-14J-30WL	43901
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-186-J70I	47276
1	DELL	MONITOR, LCD	P170ST	CN-0VHPX3-74445-19K-A2ZU	47757
1	GATEWAY	MONITOR, LCD	TFT1780PS+	MW66W B0C 09219	34715
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4ZDM	47182
1	DELL	MONITOR, LCD	E1914HC	CN-04FF47-64180-49R-1QMB	NONE
1	DELL	MONITOR, LCD	FPD1730	MUL7003D0027878	21811
1	DELL	MONITOR, LCD	P1913T	CN-0PVGRC-74445-533-A4WL	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330600109	22141
1	LENOVO	MONITOR, LCD	4420-HB2	VN02583	40001
1	LENOVO	MONITOR, LCD	L1900PA	V1AXB85	44082
1	GATEWAY	MONITOR, LCD	2100	MQ172 50N 00956	66140
1	GATEWAY	MONITOR, LCD	TFT1980PS+	MWE6A B0N00317	NONE
1	DELL	MONITOR, LCD	1901FP	CN-05Y232-71618-44N-AAPL	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027354	21849
1	GATEWAY	MONITOR, LCD	HD2250	M1S85 70C 01347	37700
1	LG	MONITOR, LCD	M1910AB	601KGYZ1B698	NONE
1	LG	MONITOR, LCD	M1910AB	601KGG1B703	NONE
1	LG	MONITOR, LCD	M1910AB	601KGD1B706	NONE
1	LG	MONITOR, LCD	M1910AB	601KGBL1B693	NONE
1	LG	MONITOR, LCD	M1910AB	601KGEF1B708	NONE
1	LG	MONITOR, LCD	M1910AB	601KGZU1B701	32761
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4XTM	40134
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-AC2U	37216
1	NEC	MONITOR, LCD	LCD1770VX-BK-2	76117710TA	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027900	21888
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-5R9M	30414
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-18D-K8JI	A02644
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-3L7U	47432
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-3V7U	47441
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-4D6U	47439

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-3KYU	47433
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-40TU	47440
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-6PYM	30418
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-71UM	30405
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-ABVZ	37215
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-AC2Q	37213
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-3L4U	47410
1	DELL	MONITOR, LCD	1907FPVT	CN-0C553H-74445-93N-A535	38781
1	DELL	MONITOR, LCD	E173FPF	CN-0D5428-72872-544-8912	NONE
1	LG	MONITOR, LCD	L1942PT	812NDWE0G401	38951
1	DELL	MONITOR, LCD	E198WFPF	CN-0G424H-72872-866-39DS-A01	36986
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-6PPM	30406
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-0AUU	39126
1	DELL	MONITOR, LCD	P170SF	CN-0YVG53-72872-97T-2MKU	42938
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-097U	39185
1	DELL	MONITOR, LCD	E1914KC	CN-04FF47-64180-49R-1QQB	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027883	21871
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-49UM	40038
1	COMPAQ	MONITOR, LCD	P9019A	MY316EA903	NONE
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-396M	30397
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4ZMM	40208
1	DELL	MONITOR, LCD	1707FPT	CN-0CC280-71618-6BE-AC2P	37207
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-05RU	39111
1	DELL	MONITOR, LCD	E1980FPV	CN-0MM226-73731-842-08JU	39108
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-07LU	39102
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-05CU	39110
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-05DU	39187

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QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-0A1U	39169
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-0AMU	39131
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-08MU	39198
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-086U	39136
1	DELL	MONITOR, LCD	E198WFPV	CN-0MM226-73731-842-08GU	39144
1	DELL	MONITOR, LCD	P170SF	CN-0YVG53-72872-0AM-C9RU	42943
1	GATEWAY	MONITOR, LCD	2100	MPT5B 50N 17792	31570
1	GATEWAY	MONITOR, LCD	TFT1780PS+	MW667 B0E 08087	36752
1	GATEWAY	MONITOR, LCD	V173	ETLCA0202181001C E14100	22152
1	ACER	MONITOR, LCD	1907FPVT	CN-0C553H-74445-93N-A568	38783
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-528M	40054
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-54Q-10JL	NONE
1	DELL	MONITOR, LCD	E173FPF	CN-0D5428-72872-54P-1N8S	NONE
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-6RGM	30404
1	DELL	MONITOR, LCD	E173FPB	CN-0U4931-46633-559-6PNM	30409
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4ZPM	40214
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-523M	40036
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4XRM	40322
1	DELL	MONITOR, LCD	E1909WC	CN-0R034G-64180-92R-4ZGM	40202
1	HP	PRINTER, INKJET, COLOR	C8121A	MY33K3109D	52233
1	HP	PRINTER, LASER, MONO	C4087A	USCC014515	13753
1	EPSON	SCANNER, FLATBED, PHOTO, COLOR	J192A	J2BW003231	33985
1	SHARP	FACSIMILE MACHINE, LASER	FO-6550	80101398	13145
1	BROTHER	PRINTER, LASER, MFP, MONO	MFC-7840W	U62064E8N226646	67904
1	XEROX	PRINTER, LASER, COLOR	PHASER 8860	NONE	38729
1	OKIDATA	PRINTER, IMPACT, 24-PIN	GE8286A	NONE	8105
1	HP	PRINTER, INKJET, COLOR	970CSE	MY0231824F	15893
1	PANASONIC	MONITOR, CRT, COLOR	AG-513D	C9AA30388	13593
1	VADDIO	CAMERA, AUTOTRACK	AUTOTRAK HD-18	14612008	35799

**SURPLUS EQUIPMENT
 MARCH 20, 2018**

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	VADDIO	CAMERA, AUTOTRACK	AUTOTRAK HD-18	14612002	35798
1	VADDIO	CAMERA TRACKING SYSTEM, CPU	AUTOTRAK 2.0	15212004	35809
1	PANASONIC	DVD/VCR COMBO PLAYER	PV-D4745	L5IA40897	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40389	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40388	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40358	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40349	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40390	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40387	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40352	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40351	NONE
1	PANASONIC	DVD/VCR COMBO PLAYER	AG-VP320	B6IA40350	NONE
1	FORD	VEHICLE, TRUCK, 4 CYL 2.3L (LICENSE# 264331)	1989 RANGER PICKUP	1FTCR10A6KU82244 1	27205
1	FORD	VEHICLE, VAN, CARGO, 8 CYL 5.8L (LICENSE# 386759)	1993 E350 VAN CHASSIS	1FDKE37H7PHB5873 7	27200
1	GMC	VEHICLE, DUMP TRUCK, (LICENSE# 771191)	1981 7000 FLATBED CHASSIS	1GDJ7D187BV58954 2	27228
1	NISSAN	VEHICLE, TRUCK, 4 CYL 2.4L (LICENSE# 290501)	1989 TRUCK	1N6ND11SXKC41910 2	27239

Agenda Item (VII-A)

Meeting 3/20/2018 - Regular
Agenda Item Consent Agenda Information (VII-A)
Subject Monthly Financial Report for Month Ending – February 28, 2018
College/District District
Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2017 through February 28, 2018.

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

Attachments:

[03202018_Monthly Financial Report](#)

MONTHLY FINANCIAL REPORT
JULY 1, 2017 – FEBRUARY 28, 2018

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**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 180,548,317	\$ 184,245,819	\$ 184,245,819	\$ 121,221,302
Inter/Intrafund Transfer from District Bookstore (Resource 1110)	336,858	1,301,950	1,301,950	650,975
Total Revenues	<u>\$ 180,885,175</u>	<u>\$ 185,547,769</u>	<u>\$ 185,547,769</u>	<u>\$ 121,872,277</u>
Expenditures				
Academic Salaries	\$ 75,723,207	\$ 80,279,183	\$ 80,057,165	\$ 51,508,371
Classified Salaries	30,516,753	35,225,326	34,838,906	21,864,200
Employee Benefits	44,288,918	46,442,230	46,441,418	24,091,499
Materials & Supplies	1,979,449	2,571,674	2,735,819	1,028,924
Services	16,060,908	46,447,568	45,379,523	9,567,101
Capital Outlay	1,985,095	1,114,717	2,087,867	1,018,262
Student Aid	44,541	52,910	592,910	198,466
Intrafund Transfers For:				
DSP&S Program (Resource 1190)	634,157	665,157	665,157	332,579
Center for Social Justice and Civil Liberties (Resource 1120)	105,854	165,541	165,541	82,771
College Promise Pgrm (Resource 1190)	0	1,757,864	1,757,864	878,932
Federal Work Study (Resource 1190)	294,157	363,618	363,618	94,979
Student Financial Assist (Resource 1190)	14,341	0	0	0
Veteran Services (Resource 1190)	3,884	5,800	5,800	5,800
Interfund Transfer to: Resource 4130	2,630,000	0	0	0
Total Expenditures	<u>\$ 174,281,263</u>	<u>\$ 215,091,588</u>	<u>\$ 215,091,588</u>	<u>\$ 110,671,883</u>
Revenues Over (Under) Expenditures	\$ 6,603,912	\$ (29,543,819)	\$ (29,543,819)	\$ 11,200,393
Beginning Fund Balance	36,517,184	43,121,096	43,121,096	43,121,096
Ending Fund Balance	<u>\$ 43,121,096</u>	<u>\$ 13,577,277</u>	<u>\$ 13,577,277</u>	<u>\$ 54,321,489</u>
Ending Cash Balance				<u>\$ 56,241,509</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 12, Resource 1050 - Parking

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 3,033,555	\$ 3,117,047	\$ 3,117,047	\$ 1,773,220
Expenditures				
Classified Salaries	\$ 1,395,312	\$ 1,661,409	\$ 1,661,409	\$ 1,040,405
Employee Benefits	498,928	625,863	625,863	359,853
Materials & Supplies	38,478	46,900	45,070	21,035
Services	856,476	893,001	892,141	364,189
Capital Outlay	176,964	236,525	239,215	64,802
Total Expenditures	\$ 2,966,157	\$ 3,463,698	\$ 3,463,698	\$ 1,850,284
Revenues Over (Under) Expenditures	\$ 67,398	\$ (346,651)	\$ (346,651)	\$ (77,063)
Beginning Fund Balance	(454,063)	(386,665)	(386,665)	(386,665)
Ending Fund Balance	\$ (386,665)	\$ (733,316)	\$ (733,316)	\$ (463,728)
Ending Cash Balance				\$ (452,170)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,524,999	\$ 1,670,940	\$ 1,670,940	\$ 1,243,901
Expenditures				
Academic Salaries	\$ 443,268	\$ 500,600	\$ 503,445	\$ 312,497
Classified Salaries	514,014	686,101	681,603	346,943
Employee Benefits	305,977	430,427	418,313	196,636
Materials & Supplies	78,082	117,730	127,370	57,989
Services	180,369	415,593	419,720	173,621
Capital Outlay	9,684	20,500	20,500	6,520
Total Expenditures	\$ 1,531,393	\$ 2,170,951	\$ 2,170,951	\$ 1,094,207
Revenues Over (Under) Expenditures	\$ (6,394)	\$ (500,011)	\$ (500,011)	\$ 149,694
Beginning Fund Balance	2,117,758	2,111,364	2,111,364	2,111,364
Ending Fund Balance	\$ 2,111,364	\$ 1,611,353	\$ 1,611,353	\$ 2,261,058
Ending Cash Balance				\$ 2,184,576

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 11, Resource 1080 - Community Education

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 165,591	\$ 74,064	\$ 74,064	\$ 44,407
Intrafund Transfer from Customized Solutions (Resource 1170)	0	30,000	30,000	0
Total Revenues	<u>\$ 165,591</u>	<u>\$ 104,064</u>	<u>\$ 104,064</u>	<u>\$ 44,407</u>
Expenditures				
Academic Salaries	\$ 445	\$ 0	\$ 0	\$ 0
Classified Salaries	106,503	37,726	37,726	59,294
Employee Benefits	18,815	14,980	14,980	10,310
Materials & Supplies	1,562	14,955	14,955	255
Services	35,836	6,403	6,403	168
Total Expenditures	<u>\$ 163,161</u>	<u>\$ 74,064</u>	<u>\$ 74,064</u>	<u>\$ 70,027</u>
Revenues Over (Under) Expenditures	\$ 2,430.09	\$ 30,000	\$ 30,000	\$ (25,620)
Beginning Fund Balance	<u>\$ (287,040)</u>	<u>(284,610)</u>	<u>(284,610)</u>	<u>(284,610)</u>
Ending Fund Balance	<u>\$ (284,610)</u>	<u>\$ (254,610)</u>	<u>\$ (254,610)</u>	<u>\$ (310,229)</u>
Ending Cash Balance				<u>\$ (308,686)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 286,190	\$ 285,240	\$ 285,240	\$ 122,700
Intrafund Transfer from Performance Riverside (Resource 1090)	275,000	275,000	275,000	137,500
Total Revenues	<u>\$ 561,190</u>	<u>\$ 560,240</u>	<u>\$ 560,240</u>	<u>\$ 260,200</u>
Expenditures				
Academic Salaries	\$ 10,434	\$ 22,430	\$ 22,430	\$ 15,849
Classified Salaries	166,793	183,930	183,930	63,225
Employee Benefits	78,999	95,562	95,562	32,273
Materials & Supplies	3,918	5,472	5,472	4,662
Services	222,168	230,325	228,803	195,444
Capital Outlay	0	0	1,522	1,500
Total Expenditures	<u>\$ 482,312</u>	<u>\$ 537,719</u>	<u>\$ 537,719</u>	<u>\$ 312,953</u>
Revenues Over (Under) Expenditures	\$ 78,877	\$ 22,521	\$ 22,521	\$ (52,753)
Beginning Fund Balance	<u>(717,476)</u>	<u>(638,599)</u>	<u>(638,599)</u>	<u>(638,599)</u>
Ending Fund Balance	<u>\$ (638,599)</u>	<u>\$ (616,078)</u>	<u>\$ (616,078)</u>	<u>\$ (691,352)</u>
Ending Cash Balance				<u>\$ (683,649)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,056,349	\$ 1,056,925	\$ 1,056,925	\$ 489,793
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 21,837
Interfund Transfer to				
Food Services (Resource 3200)	105,045	105,045	105,045	52,523
Riverside - Early Childhood Services (Resource 3300)	75,000	0	0	0
Intrafund Transfer to				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	137,500
General Operating (Resource 1000)	336,858	1,301,950	1,301,950	650,975
Total Expenditures	\$ 835,503	\$ 1,725,595	\$ 1,725,595	\$ 862,834
Revenues Over (Under) Expenditures	\$ 220,845	\$ (668,670)	\$ (668,670)	\$ (373,042)
Beginning Fund Balance	456,496	677,341	677,341	677,341
Ending Fund Balance	\$ 677,341	\$ 8,671	\$ 8,671	\$ 304,300
Ending Cash Balance				\$ 304,300

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

Center for Social Justice and Civil Liberties is used to record the revenues and expenditures associated with operating the museum, archive, and educational center.

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

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 25,371	\$ 25,400	\$ 25,400	\$ 25,250
Intrafund Transfer from General Operating (Resource 1000)	105,854	165,541	165,541	82,771
Total Revenues	\$ 131,225	\$ 190,941	\$ 190,941	\$ 108,021
Expenditures				
Classified Salaries	\$ 1,051	\$ 86,362	\$ 86,362	\$ 21,157
Employee Benefits	7	57,328	57,328	12,461
Materials & Supplies	1,495	4,910	4,910	144
Services	128,463	50,265	50,265	29,249
Capital Outlay	208	211	211	0
Total Expenditures	\$ 131,224	\$ 199,076	\$ 199,076	\$ 63,011
Revenues Over (Under) Expenditures	\$ 1	\$ (8,135)	\$ (8,135)	\$ 45,009
Beginning Fund Balance	13,134	13,135	13,135	13,135
Ending Fund Balance	\$ 13,135	\$ 5,000	\$ 5,000	\$ 58,144
Ending Cash Balance				\$ 58,255

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 648,378	\$ 694,272	\$ 694,272	\$ 3,038
Expenditures				
Classified Salaries	\$ 151,193	\$ 169,277	\$ 169,277	\$ 89,836
Employee Benefits	77,116	74,514	74,514	37,508
Materials & Supplies	1,203	31,000	31,000	677
Services	516,633	448,001	448,001	64,813
Capital Outlay	0	7,500	7,500	3,708
Intrafund Transfer To:				
Community Education (Resource 1080)	0	30,000	30,000	0
Total Expenditures	\$ 746,145	\$ 760,292	\$ 760,292	\$ 196,542
Revenues Over (Under) Expenditures	\$ (97,768)	\$ (66,020)	\$ (66,020)	\$ (193,504)
Beginning Fund Balance	167,047	69,280	69,280	69,280
Ending Fund Balance	\$ 69,280	\$ 3,260	\$ 3,260	\$ (124,224)
Ending Cash Balance				\$ (191,811)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 12, Resource 1180 - Redevelopment Pass-Through

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,185,202	\$ 2,178,200	\$ 2,178,200	\$ 1,193,276
Expenditures				
Services	\$ 348,129	\$ 564,064	\$ 657,508	\$ 293,031
Capital Outlay	668,038	4,123,384	4,027,440	143,838
Total Expenditures	\$ 1,016,167	\$ 4,687,448	\$ 4,684,948	\$ 436,869
Revenues Over (Under) Expenditures	\$ 1,169,035	\$ (2,509,248)	\$ (2,506,748)	\$ 756,408
Beginning Fund Balance	4,687,326	5,856,361	5,856,361	5,856,361
Ending Fund Balance	\$ 5,856,361	\$ 3,347,113	\$ 3,349,613	\$ 6,612,769
Ending Cash Balance				\$ 6,620,177

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 42,152,846	\$ 95,511,862	\$ 100,207,700	\$ 56,006,697
Intrafund Transfers from				
General Operating (Resource 1000)				
For College Promise Program	0	1,757,864	1,757,864	878,932
For DSP&S	634,157	665,157	665,157	332,579
For Federal Work Study	294,157	363,618	363,618	94,979
For Student Financial Assistance	14,341	0	0	0
For Veteran Services	3,884	5,800	5,800	5,800
Total Revenues	\$ 43,099,384	\$ 98,304,301	\$ 103,000,139	\$ 57,318,986
Expenditures				
Academic Salaries	\$ 6,659,665	\$ 8,246,161	\$ 8,648,643	\$ 4,843,504
Classified Salaries	13,354,732	15,841,018	16,492,599	9,291,699
Employee Benefits	6,499,237	9,714,958	9,798,065	4,466,756
Materials & Supplies	2,022,119	11,647,984	8,016,777	1,107,706
Services	10,030,482	41,383,228	46,974,716	6,736,943
Capital Outlay	3,251,099	8,948,350	9,727,613	1,525,497
Student Grants (Financial, Book, Meal, Transportation)	1,282,051	2,522,602	3,341,726	1,167,976
Total Expenditures	\$ 43,099,384	\$ 98,304,301	\$ 103,000,139	\$ 29,140,081
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 28,178,906
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 28,178,906
Ending Cash Balance				\$ 28,290,485

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 2,983,436	\$ 3,091,810	\$ 3,091,810	\$ 1,584,156
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	105,045	105,045	105,045	52,523
Total Revenues	\$ 3,088,481	\$ 3,196,855	\$ 3,196,855	\$ 1,636,679
Expenditures				
Classified Salaries	\$ 1,031,871	\$ 1,079,381	\$ 1,079,381	\$ 669,704
Employee Benefits	366,687	406,984	406,984	220,295
Materials & Supplies	1,257,136	1,288,328	1,288,328	734,740
Services	221,815	230,074	230,074	125,615
Capital Outlay	14,819	61,809	61,809	7,646
Total Expenditures	\$ 2,892,328	\$ 3,066,576	\$ 3,066,576	\$ 1,758,000
Revenues Over (Under) Expenditures	\$ 196,153	\$ 130,279	\$ 130,279	\$ (121,321)
Beginning Fund Balance	986,243	1,182,397	1,182,397	1,182,397
Ending Fund Balance	\$ 1,182,397	\$ 1,312,676	\$ 1,312,676	\$ 1,061,075
Ending Cash Balance				\$ 1,061,358

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,564,472	\$ 1,496,263	\$ 1,496,263	\$ 805,875
Interfund Transfer from Contractor-Operated Bookstore (Resource 1110)	75,000	0	0	0
Total Revenues	\$ 1,639,472	\$ 1,496,263	\$ 1,496,263	\$ 805,875
Expenditures				
Academic Salaries	\$ 626,724	\$ 686,649	\$ 686,649	\$ 334,891
Classified Salaries	467,997	505,002	505,002	290,881
Employee Benefits	145,339	305,146	305,146	95,834
Materials & Supplies	45,772	57,911	61,911	21,157
Services	44,992	82,325	82,925	51,095
Capital Outlay	17,275	33,000	28,400	0
Total Expenditures	\$ 1,348,099	\$ 1,670,033	\$ 1,670,033	\$ 793,859
Revenues Over (Under) Expenditures	\$ 291,373	\$ (173,770)	\$ (173,770)	\$ 12,017
Beginning Fund Balance	799,193	1,090,566	1,090,566	1,090,566
Ending Fund Balance	\$ 1,090,566	\$ 916,796	\$ 916,796	\$ 1,102,582
Ending Cash Balance				\$ 1,095,767

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects. The funding sources are state funds and matching funds for Scheduled Maintenance from the District's General Obligation Bond Funded Capital Outlay Projects (Resource 4390).

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,389,326	\$ 8,496,236	\$ 8,496,236	\$ 6,791,935
Expenditures				
Services	\$ 19,650	\$ 0	\$ 0	\$ 0
Capital Outlay	1,369,676	8,496,236	8,496,236	857,120
Intrafund Transfer to La Sierra Resource 4130	44,470	0	0	0
Total Expenditures	\$ 1,433,796	\$ 8,496,236	\$ 8,496,236	\$ 857,120
Revenues Over (Under) Expenditures	\$ (44,470)	\$ 0	\$ 0	\$ 5,934,815
Beginning Fund Balance	44,470	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 5,934,815
Ending Cash Balance				\$ 5,871,058

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 56,247	\$ 28,861	\$ 28,861	\$ 25,808
Inter/Intrafund Transfer from				
General Operating (Resource 1000)	2,630,000	0	0	0
State Capital Outlay (Resource 4100)	44,470	0	0	0
Total Revenues	<u>\$ 2,730,716</u>	<u>\$ 28,861</u>	<u>\$ 28,861</u>	<u>\$ 25,808</u>
Expenditures				
Capital Outlay	<u>\$ 1,368,279</u>	<u>\$ 1,480,829</u>	<u>\$ 1,480,829</u>	<u>\$ (25,577)</u>
Total Expenditures	<u>\$ 1,368,279</u>	<u>\$ 1,480,829</u>	<u>\$ 1,480,829</u>	<u>\$ (25,577)</u>
Revenues Over (Under) Expenditures	\$ 1,362,437	\$ (1,451,968)	\$ (1,451,968)	\$ 51,386
Beginning Fund Balance	<u>389,806</u>	<u>1,752,242</u>	<u>1,752,242</u>	<u>1,752,242</u>
Ending Fund Balance	<u>\$ 1,752,242</u>	<u>\$ 300,274</u>	<u>\$ 300,274</u>	<u>\$ 1,803,627</u>
Ending Cash Balance				<u>\$ 1,848,257</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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General Obligation Series 2015E Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4390 - GO Bond Series 2015E Capital Appreciation Bonds

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 298,377	\$ 85,000	\$ 85,000	\$ (34,012)
Expenditures				
Classified Salaries	\$ 293,126	\$ 677,916	\$ 670,996	\$ 102,672
Employee Benefits	131,825	366,575	366,575	40,627
Materials & Supplies	1,533	0	0	68
Services	146,143	241,411	248,331	14,724
Capital Outlay	1,337,941	19,768,039	19,768,039	355,722
Total Expenditures	\$ 1,910,568	\$ 21,053,941	\$ 21,053,941	\$ 513,813
Revenues Over (Under) Expenditures	(1,612,192)	(20,968,941)	(20,968,941)	(547,825)
Beginning Fund Balance	10,608,458	8,996,266	8,996,266	8,624,143
Ending Fund Balance	\$ 8,996,266	\$ (11,972,675)	\$ (11,972,675)	\$ 8,076,318
Ending Cash Balance				\$ 7,960,878

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Self-Insured PPO Health Plan is used to account for the revenues and expenditures of the District's health self-insurance program.

Fund 61, Resource 6100 - Self-Insured PPO Health Plan

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 8,600,758	\$ 9,522,252	\$ 9,522,252	\$ 7,060,558
Expenditures				
Classified Salaries	\$ 108,574	\$ 118,666	\$ 118,666	\$ 93,065
Employee Benefits	43,069	51,279	51,279	47,069
Services	7,287,870	8,619,181	8,619,181	4,597,956
Total Expenditures	\$ 7,439,513	\$ 8,789,126	\$ 8,789,126	\$ 4,738,089
Revenues Over (Under) Expenditures	\$ 1,161,245	\$ 733,126	\$ 733,126	\$ 2,322,468
Beginning Fund Balance	589,360	1,750,605	1,750,605	1,750,605
Ending Fund Balance	<u>\$ 1,750,605</u>	<u>\$ 2,483,731</u>	<u>\$ 2,483,731</u>	<u>\$ 4,073,073</u>
Ending Cash Balance				<u>\$ 4,980,944</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Self-Insured Workers' Compensation is used to account for the revenues and expenditures of the District's workers' compensation self-insurance program.

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

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 719,292	\$ 1,294,572	\$ 1,294,572	\$ 829,038
Expenditures				
Classified Salaries	\$ 236,978	\$ 450,299	\$ 447,003	\$ 203,169
Employee Benefits	101,485	225,633	225,633	73,920
Materials & Supplies	11,651	9,600	12,896	3,680
Services	1,135,109	1,605,106	1,605,106	683,399
Capital Outlay	35,378	8,600	8,600	3,622
Total Expenditures	\$ 1,520,601	\$ 2,299,238	\$ 2,299,238	\$ 967,790
Revenues Over (Under) Expenditures	\$ (801,309)	\$ (1,004,666)	\$ (1,004,666)	\$ (138,752)
Beginning Fund Balance	\$ 3,078,468	2,277,159	2,277,159	2,277,159
Ending Fund Balance	\$ 2,277,159	\$ 1,272,493	\$ 1,272,493	\$ 2,138,408
Ending Cash Balance				\$ 4,525,719

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Self-Insured General Liability is used to account for the revenues and expenditures of the District's general liability self-insurance program.

Fund 61, Resource 6120 - Self-Insured General Liability

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,358,591	\$ 1,467,722	\$ 1,467,722	\$ 812,415
Expenditures				
Classified Salaries	\$ 91,214	\$ 189,973	\$ 187,267	\$ 82,996
Employee Benefits	40,787	98,302	98,302	30,260
Materials & Supplies	1,344	2,200	4,906	67
Services	1,094,498	1,590,930	1,590,930	1,129,801
Capital Outlay	0	8,600	8,600	64
Total Expenditures	\$ 1,227,843	\$ 1,890,005	\$ 1,890,005	\$ 1,243,188
Revenues Over (Under) Expenditures	\$ 130,748	\$ (422,283)	\$ (422,283)	\$ (430,773)
Beginning Fund Balance	1,243,332	1,374,080	1,374,080	1,374,080
Ending Fund Balance	\$ 1,374,080	\$ 951,797	\$ 951,797	\$ 943,307
Ending Cash Balance				\$ 1,305,077

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Internal Services Fund - OPEB Liability is used to account for the funds accumulated to address future retiree health benefits that are transferred to an irrevocable trust established with CalPERS - California Employees' Retiree Benefit Trust (CERBT).

Fund 69, Resource 6900 - Internal Services Fund - OPEB Liability

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 515,145	\$ 579,516	\$ 579,516	\$ 184,827
Expenditures				
Services	\$ 2,600	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 2,600	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 512,545	\$ 579,516	\$ 579,516	\$ 184,827
Beginning Fund Balance	325,339	837,884	837,884	837,884
Ending Fund Balance	\$ 837,884	\$ 1,417,400	\$ 1,417,400	\$ 1,022,711
Ending Cash Balance				\$ 1,022,711

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

Associated Students of RCCD

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 959,646	\$ 1,018,701	\$ 1,018,701	\$ 734,276
Expenditures				
Materials & Supplies	\$ 1,068,392	\$ 1,047,320	\$ 1,047,320	\$ 621,720
Total Expenditures	\$ 1,068,392	\$ 1,047,320	\$ 1,047,320	\$ 621,720
Revenues Over (Under) Expenditures	\$ (108,745)	\$ (28,619)	\$ (28,619)	\$ 112,556
Beginning Fund Balance	1,253,002	1,144,256	1,144,256	1,144,256
Ending Fund Balance	<u>\$ 1,144,256</u>	<u>\$ 1,115,637</u>	<u>\$ 1,115,637</u>	<u>\$ 1,256,813</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,421,287</u>
Ending Cash Balance				<u>\$ 2,433,414</u>

** Note: Ending Cash Balance includes both ASRCCD Funds and Trust Funds for College and Students Organizations

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

	<u>Student Financial Aid</u>			
	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 53,490,487	\$ 80,634,657	\$ 80,634,657	\$ 44,906,290
Expenditures				
Scholarships and Grant Reimbursements	\$ 52,918,355	\$ 80,634,657	\$ 80,634,657	\$ 45,486,359
Total Expenditures	\$ 52,918,355	\$ 80,634,657	\$ 80,634,657	\$ 45,486,359
Revenues Over (Under) Expenditures	\$ 572,132	\$ 0	\$ 0	\$ (580,069)
Beginning Fund Balance	51,155	623,287	623,287	623,287
Ending Fund Balance	\$ 623,287	\$ 623,287	\$ 623,287	\$ 43,218
Ending Cash Balance				\$ 461,743

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED FEBRUARY 28, 2018**

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

RCCD Development Corporation

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 8	\$ 8	\$ 8	\$ 5
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 8	\$ 8	\$ 8	\$ 5
Beginning Fund Balance	16,174	16,182	16,182	16,182
Ending Fund Balance	<u>\$ 16,182</u>	<u>\$ 16,190</u>	<u>\$ 16,190</u>	<u>\$ 16,187</u>
Ending Cash Balance				<u>\$ 16,187</u>

Agenda Item (VIII-B-1)

Meeting	3/20/2018 - Regular
Agenda Item	Committee - Teaching and Learning (VIII-B-1)
Subject	Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Riverside Unified School District
College/District	Riverside
Funding	N/A
Recommended Action	Recommended that the Board of Trustees approve the College and Career Access Pathways Partnership Agreement

Background Narrative:

In accordance with details set forth under Assembly Bill 288, Riverside Community College District on behalf of Riverside City College in partnership with Riverside Unified School District (RUSD) is offering pathway-specific college and pre-college courses on Arlington, John W. North, Martin Luther King Jr., Ramona, and Riverside Polytechnic High School campuses. The term of this agreement is four (4) years beginning on July 1, 2018 and ending on December 31, 2021.

This agreement implements the elements of AB-288 College and Career Access Pathways (CCAP) Partnership Agreements with the goal of establishing seamless pathways to community college for Career and Technical Education or transfer; and improving high school graduation rates or college and career readiness. CCAP Partnerships allow community college districts to claim apportionment for closed courses offered on a high school campus to CCAP participants provided that all other applicable statutory and regulatory requirements are met.

This agreement augments the existing efforts between RCC/RCCD and RUSD enabling both institutions to progress toward strategic objectives of student access, equity, and completion (RCC) and college and career readiness (RUSD).

Prepared By: Wolde-Ab Isaac, Chancellor
Irving Hendrick, Interim President, Riverside City College
Carol Farrar, VP Academic Affairs

Attachments:

[Agreement for College and Career Access Pathways_A Dual Enrollment Partnership_r1](#)

**College and Career Access Pathways
A Dual Enrollment Partnership Agreement
2018-2021**

This College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Riverside Community College District on behalf of Riverside City College (“COLLEGE”), 3801 Market Avenue, Riverside, CA 92501, and Riverside Unified School District (“SCHOOL DISTRICT”), 3380 14th Street, Riverside, CA 92501.

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Riverside College Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public-school district serving grades 9-12 located in West Riverside County and within the regional service area of the COLLEGE unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, the COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and helping high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office and COLLEGE;

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1. The term of this CCAP Agreement shall be for four (4) years beginning on July 1, 2018 and ending on December 31, 2021, and will be subject to renewal, unless otherwise terminated in accordance with Section 19 of this Agreement
- 1.2. This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope,

nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses. Sec. 2 (c)(1)

- 1.3. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.4. A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges before the start of the CCAP partnership. Sec. 2 (c)(3)

2. DEFINITIONS

- 2.1. CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOLDISTRICT have been approved in accordance with the policies and guidelines of the COLLEGE and applicable law. Sec. 2 (a)
- 2.2. Consistent with AB 288, this CCAP Agreement may include “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 2.3. Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1. Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2. Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP

Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and the COLLEGE standards and policies.

- 3.3. College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and the COLLEGE policy.
- 3.4. Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5. Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6. As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7. Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.
- 3.8. Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1. The COLLEGE will be responsible for processing student applications.
- 4.2. The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3. The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.
- 4.4. The SCHOOL DISTRICT and COLLEGE understand and agree that successful COLLEGE admission and registration requires that each participating student has completed the COLLEGE enrollment application process.

- 4.5. Participating students enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by California Education Code Sections 49011, 76060.5, 76140, 76223, 76300, 76350, and 79121. Sec. 2 (f)(q)

5. PARTICIPATING STUDENTS

- 5.1. A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2. The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT. Books and instructional materials purchased by the SCHOOL DISTRICT will remain the property of and housed at the SCHOOL DISTRICT. The COLLEGE will ensure, whenever possible, textbooks to remain the same throughout the term of the CCAP agreement. Both SCHOOL DISTRICT and COLLEGE will pursue methods of keeping textbook costs down and will seek additional funding sources including grants to cover textbook costs.
- 5.3. Participating students must meet all prerequisite requirements of the COLLEGE as established by the COLLEGE and stated in the college catalog before enrolling in a course offered as part of this CCAP Agreement.
- 5.4. Grades earned by students enrolled in courses offered as part of this CCAP Agreement will be posted on the official COLLEGE transcript. Students may submit a request for Pass/No Pass if the course is designated as such in the COLLEGE catalog.
- 5.5. Students enrolled in courses offered as part of this CCAP Agreement will be directed to the official catalog of the COLLEGE for information regarding applicable policies and procedures.
- 5.6. Students enrolled in COLLEGE courses offered as part of this CCAP Agreement will be eligible for student support services, which shall be available to them at the COLLEGE or through the SCHOOL DISTRICT. COLLEGE shall ensure that student support services, including counseling and guidance, assistance with assessment and placement, and tutoring are available to participating students at the COLLEGE. SCHOOL DISTRICT shall ensure that support services, including counseling and guidance, and assistance with assessment and placement are available to students at the SCHOOL DISTRICT.
- 5.7. Students requiring reasonable accommodations for COLLEGE courses offered at the SCHOOL DISTRICT as part of this CCAP Agreement will receive services through the SCHOOL DISTRICT. Students requiring reasonable accommodations for COLLEGE courses offered at the COLLEGE will receive services through the COLLEGE.
- 5.8. Students who withdraw from courses offered as part of this CCAP Agreement will not receive COLLEGE credit. Students must comply with, and submit appropriate information/paperwork, by all published deadlines. Transcripts will be annotated according to COLLEGE policy.

5.9. A course dropped within the COLLEGE drop “without a W” deadline will not appear on the SCHOOL DISTRICT or the COLLEGE transcript.

6. CCAP AGREEMENT COURSES

- 6.1. The COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o)(1)
- 6.2. Courses offered as part of this CCAP Agreement at the COLLEGE may not limit enrollment in the course. Sec. 2 (o)(1)
- 6.3. The COLLEGE is responsible for all courses and educational programs offered as part of CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.4. The scope, nature, time, location, and listing of courses shall be offered and determined by the COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5. Courses offered as part of a CCAP Agreement either at the COLLEGE or SCHOOL DISTRICT shall be jointly reviewed and approved.
- 6.6. Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with the COLLEGE academic standards.
- 6.7. Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.
- 6.8. Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.
- 6.9. Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
- 6.10. Site visits and instructor evaluations by one or more representatives of the COLLEGE shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with the COLLEGE academic standards.
- 6.11. A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.

- 6.12. Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with the COLLEGE guidelines, policies, pertinent statutes, and regulations.
- 6.13. COLLEGE has the sole right to control and direct the instructional activities of all instructors.
- 6.14. This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1. All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE.
- 7.2. The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.3. This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.4. Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity.
- 7.5. Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.6. Prior to teaching, faculty shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training may be approved and provided by the COLLEGE.
- 7.7. Faculty will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to course content, course delivery, assessment, evaluation, and/or research and development in the field.

- 7.8. Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of the COLLEGE.
- 7.9. SCHOOL DISTRICT personnel selected to be instructors will be subject to the authority of the COLLEGE specifically with regard to their duties as instructors.
- 7.10. The COLLEGE and SCHOOL DISTRICT jointly determine the subject areas of instruction. The COLLEGE shall determine the number of instructors and the ratio of instructors to students.

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1. Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2. Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3. Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4. Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught both at the SCHOOL DISTRICT and on the COLLEGE campus. Both parties will work together in resolving behavioral issues.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1. The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with the COLLEGE policies and standards. Sec. 2 (c)(2)
- 9.2. The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3. The COLLEGE will provide SCHOOL DISTRICT personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this CCAP Agreement, including conducting appropriate student assessments, outreach/recruitment activities and compliance with the COLLEGE policy and COLLEGE procedures and academic standards.
- 9.4. The SCHOOL DISTRICT shall provide personnel to perform clerical services and services associated with student outreach and recruitment activities, student assessment and college applications, the enrollment of eligible students and other related services as deemed necessary.

- 9.5. The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of SCHOOL DISTRICT, subject to the authority of SCHOOL DISTRICT, but will also be subject to the direction of COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.
- 9.6. This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1) (A-D)
- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
 - The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
 - The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(1)(C)
 - The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1. The COLLEGE shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2. For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3. The COLLEGE shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4. The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s)

11. CERTIFICATIONS

- 11.1. The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2. The COLLEGE certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.

- 11.3. The SCHOOL DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 11.4. This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5. This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6. This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7. The COLLEGE certifies that:
 - A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement, whenever possible. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8. This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1. The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

- 13.1. Permanent records of student enrollment, attendance, grades and achievement for students under this CCAP agreement shall be maintained by COLLEGE.
- 13.2. Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. REIMBURSEMENT

- 14.1. The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

15. FACILITIES

- 15.1. The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to the COLLEGE or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 15.2. The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 15.3. The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

16. INDEMNIFICATION

- 16.1. The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 16.2. The COLLEGE agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

17. INSURANCE

- 17.1. The SCHOOL DISTRICT, in order to protect the COLLEGE, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement,

shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.

- 17.2. For the purpose of Workers' Compensation, the COLLEGE shall be the "primary employer" for all its personnel who perform services as instructors. The COLLEGE shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by COLLEGE personnel made in connection with performing services and receiving instruction under this Agreement. COLLEGE agrees to hold harmless, indemnify, and defend SCHOOL DISTRICT, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by COLLEGE personnel connected with providing services under this Agreement.

18. NON-DISCRIMINATION

- 18.1. Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

19. TERMINATION

- 19.1. Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 20 below.

20. NOTICES

- 20.1. Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE

Riverside Community College District
3801 Market Street
Riverside, CA 92501
Attn: Wolde-Ab Isaac, Ph.D., Chancellor

SCHOOL DISTRICT

Riverside Unified School District
3380 14th Street
Riverside, CA 92501
Attn: David Hansen, Ed.D., Superintendent

21. INTEGRATION

- 21.1. This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement, and supersedes all prior agreements or representations, either express or implied, written or oral, with regard to this subject matter only.

22. MODIFICATION AND AMENDMENT

- 22.1. No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

23. GOVERNING LAWS

- 23.1. This agreement shall be interpreted according to the laws of the State of California.

24. COMMUNITY COLLEGE DISTRICT BOUNDARIES

- 24.1. For locations outside the geographical boundaries of, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

25. SEVERABILITY

- 25.1. This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

26. COUNTERPARTS

26.1. This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____ 2018

By: _____
David Hansen, Ed.D., Superintendent
Riverside Unified School District

By: _____
Wolde-Ab Isaac, Ph.D., Chancellor
Riverside Community College District

**APPENDIX
COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT**

WHEREAS, the College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Riverside Community College District (“COLLEGE”), 3801 Market Street, Riverside, CA 92501, and Riverside Unified School District (“SCHOOL DISTRICT”), 3380 14th Street, Riverside, CA 92501.

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. CCAP AGREEMENT

- a. COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)
- b. COLLEGE shall file this CCAP Agreement with the office of the Chancellor of the California community colleges prior to the start of the partnership. Sec. 2 (c)(2)
- c. COLLEGE and SCHOOL DISTRICT shall review and establish new or amended CCAP Agreements annually on or before July 1st and follow the protocols set forth in (a) and (b) of this section.
- d. COLLEGE and SCHOOL DISTRICT point of contact: Sec. 2 (c)(2)

Location	Name	Telephone	e-mail
College	Carol Farrar Ph.D., Vice President of Academic Affairs	951-222-8053	carol.farrar@rcc.edu
School District	Jamie Angulo, Ph.D. Director of Secondary Education	951-788-7135 x80301	jangulo@rusd.k12.ca.us

2. STUDENT SELECTION

- a. Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142. In all circumstances the COLLEGE shall claim allowable FTES for the enrollment of high school students in a CCAP Agreement community college course.
- b. SCHOOL DISTRICT shall select students consistent with the intent of AB 288 to include: high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) an “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- c. COLLEGE and SCHOOL DISTRICT shall certify that participating students will have a signed parental consent form on file with the COLLEGE. Preamble and Sec. 2 (c) (1)
- d. COLLEGE and SCHOOL DISTRICT shall certify that participating students may enroll in up to a maximum of 15-unit load per term, the units may not constitute more than four courses per term, the units are part of an academic (educational) program identified as part of this CCAP Agreement and the units are part of an academic (educational) program designed to award students both a high school diploma and an associate degree or a certificate or credential. Sec. 2 (p) (1-3)

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

4. CCAP AGREEMENT PROGRAM YEAR: FALL 2018 THROUGH Fall 2021

COLLEGE has identified the following pathways, course offerings per program year, estimated students served, and projected FTES. The employer of record for all courses under this CCAP Agreement is the COLLEGE and the location of the courses is the SCHOOL DISTRICT. The grid below is intended to project the courses offered and is subject to change based on the needs of the student cohorts within the pathway.

BEGINNING PROGRAM YEAR: Fall 2018

COLLEGE: Riverside City College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Riverside Unified School District

HIGH SCHOOL: Arlington High School

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*): Students are being prepared to be college ready or are participating in a CTE Pathway.

Languages & Humanities OR Social & Behavioral Sciences Pathway						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>
	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>
			COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>	COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>
			SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>	SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>
					MAT-12 <i>Statistics</i>	
Business Administration Pathway						
GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>
		BUS-18A <i>Business Law I</i>	BUS-20 <i>Business Mathematics</i>	BUS-18A <i>Business Law I</i>	BUS-20 <i>Business Mathematics</i>	BUS-18A <i>Business Law I</i>
			BUS-22 <i>Management Communications</i>	GUI-45 <i>Introduction to College</i>	BUS-22 <i>Management Communications</i>	GUI-45 <i>Introduction to College</i>
				ENG-50 <i>Basic English Composition</i>	POL-1 <i>American Politics</i>	ENG-50 <i>Basic English Composition</i>
					ENG-1A <i>English Composition</i>	

Students Details:			
	2018/2019	2019/2020	2020/2021
Students Served	70	140	210
FTES	12	24	40

BEGINNING PROGRAM YEAR: Fall 2018

COLLEGE: Riverside City College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Riverside Unified School District

HIGH SCHOOL: John W. North High School

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(I)*): Students are being prepared to be college ready or are participating in a CTE Pathway.

Languages & Humanities OR Social & Behavioral Sciences Pathway						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
THE-3 <i>Introduction to the Theatre</i>	EAR-20 <i>Child Growth & Development</i>	THE-3 <i>Introduction to the Theatre</i>	EAR-20 <i>Child Growth & Development</i>	THE-3 <i>Introduction to the Theatre</i>	EAR-20 <i>Child Growth & Development</i>	THE-3 <i>Introduction to the Theatre</i>
	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>
			COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>	COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>
			SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>	SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>
					MAT-12 <i>Statistics</i>	
Pathway to Law/ Paralegal Studies						
GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>
		BUS-18A <i>Business Law I</i>	BUS-18B <i>Business Law II</i>	BUS-18A <i>Business Law I</i>	BUS-18B <i>Business Law II</i>	BUS-18A <i>Business Law I</i>
			PAL-14 <i>Legal Ethics</i>	GUI-45 <i>Introduction to College</i>	PAL-14 <i>Legal Ethics</i>	GUI-45 <i>Introduction to College</i>
				ENG-50 <i>Basic English Composition</i>	POL-1 <i>American Politics</i>	ENG-50 <i>Basic English Composition</i>
					ENG-1A <i>English Composition</i>	

Students Details:			
	2018/2019	2019/2020	2020/2021
Students Served	70	140	210
FTEs	12	24	40

BEGINNING PROGRAM YEAR: Fall 2018

COLLEGE: Riverside City College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Riverside Unified School District

HIGH SCHOOL: Martin Luther King High School

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*): Students are being prepared to be college ready or are participating in a CTE Pathway.

Languages & Humanities or Social & Behavioral Sciences Pathway						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
GUI-48 <i>College Success Strategies</i>	MUS-19 <i>Music Appreciation</i>	GUI-48 <i>College Success Strategies</i>	MUS-19 <i>Music Appreciation</i>	GUI-48 <i>College Success Strategies</i>	MUS-19 <i>Music Appreciation</i>	GUI-48 <i>College Success Strategies</i>
	THE-3 <i>Introduction to the Theatre</i>	BIO-36 <i>Environmental Science</i>	THE-3 <i>Introduction to the Theatre</i>	BIO-36 <i>Environmental Science</i>	THE-3 <i>Introduction to the Theatre</i>	BIO-36 <i>Environmental Science</i>
			COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>	COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>
			SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>	SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>
					MAT-12 <i>Statistics</i>	

Students Details:			
	2018/2019	2019/2020	2020/2021
Students Served	70	140	210
FTES	12	24	40

BEGINNING PROGRAM YEAR: Fall 2018 COLLEGE: Riverside City College
 EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway
 SCHOOL DISTRICT: Riverside Unified School District
 HIGH SCHOOL: Ramona High School

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*): Students are being prepared to be college ready or are participating in a CTE Pathway.

Languages & Humanities or Social & Behavioral Sciences Pathway						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>
	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>
			COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>	COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>
			SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>	SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>
					MAT-12 <i>Statistics</i>	
Business Administration Pathway						
GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>	BUS-10 <i>Introduction to Business</i>	GUI-48 <i>College Success Strategies</i>
		BUS-18A <i>Business Law I</i>	BUS-20 <i>Business Mathematics</i>	BUS-18A <i>Business Law I</i>	BUS-20 <i>Business Mathematics</i>	BUS-18A <i>Business Law I</i>
			BUS-22 <i>Management Communications</i>	GUI-45 <i>Introduction to College</i>	BUS-22 <i>Management Communications</i>	GUI-45 <i>Introduction to College</i>
				ENG-50 <i>Basic English Composition</i>	POL-1 <i>American Politics</i>	ENG-50 <i>Basic English Composition</i>
					ENG-1A <i>English Composition</i>	

Students Details:			
	2018/2019	2019/2020	2020/2021
Students Served	70	140	210
FTES	12	24	40

BEGINNING PROGRAM YEAR: Fall 2018 COLLEGE: Riverside City College
 EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway
 SCHOOL DISTRICT: Riverside Unified School District
 HIGH SCHOOL: Riverside Polytechnic High School

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*): Students are being prepared to be college ready or are participating in a CTE Pathway.

Languages & Humanities OR Social & Behavioral Sciences Pathway						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>	MUS-19 <i>Music Appreciation</i>	THE-3 <i>Introduction to the Theatre</i>
	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>	GUI-48 <i>College Success Strategies</i>	BIO-36 <i>Environmental Science</i>
			COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>	COM-9 <i>Interpersonal Communication</i>	MAT-37 <i>Algebra for Statistics</i>
			SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>	SPA-1 <i>Spanish I</i>	SPA-2 <i>Spanish II</i>
					MAT-12 <i>Statistics</i>	
Pathway to Law/ Paralegal Studies						
GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>	PAL-10 <i>Introduction to Paralegal</i>	GUI-48 <i>College Success Strategies</i>
		BUS-18A <i>Business Law I</i>	BUS-18B <i>Business Law II</i>	BUS-18A <i>Business Law I</i>	BUS-18B <i>Business Law II</i>	BUS-18A <i>Business Law I</i>
			PAL-14 <i>Legal Ethics</i>	GUI-45 <i>Introduction to College</i>	PAL-14 <i>Legal Ethics</i>	GUI-45 <i>Introduction to College</i>
				ENG-50 <i>Basic English Composition</i>	POL-1 <i>American Politics</i>	ENG-50 <i>Basic English Composition</i>
					ENG-1A <i>English Composition</i>	

Students Details:			
	2018/2019	2019/2020	2020/2021
Students Served	70	140	210
FTES	12	24	40

5. BOOKS

- a. The total cost of books for students participating as part of this CCAP agreement will be borne by the SCHOOL DISTRICT. The COLLEGE will ensure, whenever possible, textbooks will remain the same throughout the term of the CCAP agreement
- b. The COLLEGE will inform the SCHOOL DISTRICT via an annual Addendum to the AGREEMENT regarding the new BOOK information as new course are added to the offerings for 2019-2020 and 2020-2021 and beyond. The Addendum will be available in December of the preceding academic year.

2018-2019

Arlington High School

THE-3 <i>Introduction to the Theatre</i>	The Theater Experience, Edwin Wilson	978-1-308-48658-1	\$87
GUI-48 <i>College Success Strategies</i>	Becoming a Master Students, Ellis	978-1-33709710-9	\$116
MUS-19 <i>Music Appreciation</i>	Enjoyment of Music, Short. (LL) With Access, Forney	978-0-39390605-9	\$88
BUS-10 <i>Introduction to Business</i>	Understanding Business With Connect Code, Nickels	978-1-25971563-1	\$106

John W. North High School

THE-3 <i>Introduction to the Theatre</i>	The Theater Experience, Edwin Wilson	978-1-308-48658-1	\$87
GUI-48 <i>College Success Strategies</i>	Becoming a Master Students, Ellis	978-1-33709710-9	\$116
EAR-20 <i>Child Growth and Development</i>	Developing Person Through Childhood and Adolescence, 10 th Ed. Worth Publisher	978-0-39390605-9	\$88
PAL-10 <i>Introduction to Paralegal Studies</i>	Paralegal Today: Legal Tem at Work, Miller	978-1-31906922-3	\$123

Martin Luther King High School

THE-3 <i>Introduction to the Theatre</i>	The Theater Experience, Edwin Wilson	978-1-308-48658-1	\$87
GUI-48 <i>College Success Strategies</i>	Becoming a Master Students, Ellis	978-1-33709710-9	\$116
MUS-19 <i>Music Appreciation</i>	Enjoyment of Music, Short. (LL) With Access, Forney	978-0-39390605-9	\$88

Ramona High School

THE-3 <i>Introduction to the Theatre</i>	The Theater Experience, Edwin Wilson	978-1-308-48658-1	\$87
GUI-48 <i>College Success Strategies</i>	Becoming a Master Students, Ellis	978-1-33709710-9	\$116
MUS-19 <i>Music Appreciation</i>	Enjoyment of Music, Short. (LL) With Access, Forney	978-0-39390605-9	\$88
BUS-10 <i>Introduction to Business</i>	Understanding Business With Connect Code, Nickels	978-1-25971563-1	\$106

Riverside Polytechnic High School

THE-3 <i>Introduction to the Theatre</i>	The Theater Experience, Edwin Wilson	978-1-308-48658-1	\$87
GUI-48 <i>College Success Strategies</i>	Becoming a Master Students, Ellis	978-1-33709710-9	\$116
MUS-19 <i>Music Appreciation</i>	Enjoyment of Music, Short. (LL) With Access, Forney	978-0-39390605-9	\$88
PAL-10 <i>Introduction to Paralegal Studies</i>	Paralegal Today: Legal Tem at Work, Miller	978-1-13359107-8	\$235

6. COLLEGE. MANDATED ANNUAL STATE REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure accurate and timely reporting of the total number of full-time equivalent students generated by CCAP partnership community college district participants.
- b. COLLEGE and SCHOOL DISTRICT shall report the annual total number of unduplicated high school student headcount by school site enrolled in each CCAP Agreement are aggregated by gender and ethnicity and shall be reported annually in compliance with all applicable state and federal privacy laws. The COLLEGE shall annually report the student data to the office of the Chancellor of the California Community Colleges. Sec. 2 (t) (1) (A)
- c. COLLEGE and SCHOOL DISTRICT shall report the annual total number of community college courses by category and type and by school site enrolled in by this CCAP Agreement. Sec. 2 (t) (1) (B)
- d. COLLEGE and SCHOOL DISTRICT shall report the annual total number of the unduplicated high school student headcount and the percentage of successful course completions, by course category and type and by school site. Sec. 2 (t) (1) (C)
- e. COLLEGE and SCHOOL DISTRICT shall report the annual total number of full-time equivalent students generated by this CCAP Agreement. Sec. 2 (t) (1) (D)
- f. COLLEGE and SCHOOL DISTRICT shall ensure that the point of contact for each site establish protocols for the collection and dissemination of participating student data each semester within 30 days of the end of the term.

7. CCAP AGREEMENT DATA MATCH AND REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

8. PRIVACY OF STUDENT RECORDS

- a. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- b. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- c. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
- d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

9. FACILITIES USE

- a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this CCAP Agreement.

Agenda Item (XII-A)

Meeting	3/20/2018 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	California Community College Trustees (CCCT) Board of Directors Election - 2018
College/District	District
Funding	
Recommended Action	Recommend that the Board of Trustees vote to fill the five vacancies on the CCCT Board.

Background Narrative:

The election of the members of the CCCT Board of Directors takes place between March 10 and April 25, 2018. There are five seats up for re-election on the board. All those nominated for election are listed on the attachment for your consideration.

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[2018 CCCT Board elections](#)



COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA

DATE: February 27, 2018

TO: California Community College Trustees
California Community College District Chancellors/Superintendents

FROM: Agnes Lupa, Member Resources Associate

SUBJECT: CCCT BOARD ELECTION — 2018

Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT board of the League will take place between March 10 and April 25. This year there are five (5) seats up for re-election on the board, with three incumbents running and two vacancies due to the three-term limit.

Each community college district governing board shall have one vote for each of the five seats on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. The five candidates who receive the most votes will serve a three-year term.

The seven trustees who have been nominated for election to the board are listed on the enclosed sheet in the Secretary of State's random drawing order of February 9, 2018. This mailing includes the one official ballot to which each community college district is entitled, candidate statements, and biographical sketches of each candidate. Candidates' statements and bios will also be available on the League's website (www.ccleague.org).

Please remember that:

- 1) ballots must be signed by the board secretary and board president or vice-president and include the name of your district; and*
- 2) ballot return envelopes must have no identifying information or signatures.*

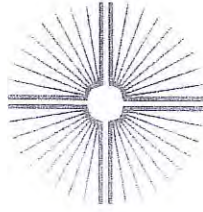
Although it is not required, you may want to send your ballots via certified mail as we will not have the ability to confirm receipt.

Official ballots must be signed and returned to the CCCT Elections Committee, League office, with a **postmark dated no later than April 25**. A self-addressed return envelope is enclosed for your convenience. Faxed or emailed ballots will **not** be accepted. The ballots will be opened and counted by three tellers appointed by the CCCT board president with the results announced at the CCCT Annual Conference, May 3-6 in Valencia.

If you have any questions on the CCCT board election, please contact Agnes Lupa at the League office at (916) 444-8641.

Attachments:

- List of Candidates
- CHANCELLORS/SUPERINTENDENTS (GOVERNING BOARD OFFICES) ONLY:
 - Official Ballot and Return Envelope
 - Candidates' Biographic Sketches and Statements



2018 CCCT BOARD ELECTION
CANDIDATES LISTED IN SECRETARY OF STATE'S
RANDOM DRAWING ORDER OF FEBRUARY 9, 2018

1. *Ann Ransford, Glendale CCD
2. Eric Payne, State Center CCD
3. Greg Pensa, Allan Hancock CCD
4. Greg Bonaccorsi, Ohlone CCD
5. *Brent Hastey, Yuba CCD
6. *Don Edgar, Sonoma County CCD
7. Suzanne Woods, Palo Verde CCD

* Incumbent

Agenda Item (XII-B)

Meeting 3/20/2018 - Regular

Agenda Item Business From Board Members (XII-B)

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

College/District District

Information Only

Background Narrative:

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

- Association of Community College Trustees (ACCT)
- Association of Governing Board of Universities and Colleges (AGB)
- California Community College Trustees and Legislative Network (CCCT)
- Community College League of California (CCLC)
- Latino Trustees Association
- Inland Valleys Trustees and CEO Association
- African-American Organizations Liaison Riverside Branch - NAACP
- Hispanic Chambers of Commerce: Corona, Moreno Valley and Riverside
- Chambers of Commerce: Corona, Moreno Valley, Norco and Riverside
- Riverside County School Boards Association
- Riverside County Committee on School District Organization
- Alvord Unified School District Ad-Hoc Committee
- Norco Partnership Ad-Hoc Committee
- Chancellor's Search Ad-Hoc Committee

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (XIII-A)

Meeting	3/20/2018 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Wolde-Ab Isaac, Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.