

**Board of Trustees - Regular Meeting
Tuesday, May 15, 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 April 3, 2018](#)

Recommend approving the April 3, 2018 Regular/Committee Meeting minutes as prepared.

B. [Minutes of the Board of Trustees Regular Meeting of April 17, 2018](#)

Recommend approving the April 17, 2018 Board of Trustees Regular Meeting minutes as prepared.

III. PUBLIC HEARING (NONE)

IV. CHANCELLOR'S REPORTS

A. [Chancellor's Communications](#)

Information Only

B. [Presentation of Student Trustee Scholarship Award for Spring 2018](#)

Information Only

C. [Five to Thrive Presentation on the Read 2 Succeed Program at Norco College](#)

Information Only

D. [Healthcare Update](#)

Information Only

- E. [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 \$6,676,684; and District Warrant Claims totaling \$5,874,217.
 - 2. Budget Adjustments
 - a. [Budget Adjustments](#)
Recommend approving the budget transfers as presented and authorize making the necessary balancing transfers among the various accounts and funds of the district.
 - 3. Resolution(s) to Amend Budget
 - a. [Resolution No. 58-17/18 – 2017-2018 Proposition 39 Clean Energy Workforce Program](#)
Recommend adding the revenue and expenditures of \$100,000 to the budget.
 - b. [Resolution No. 59-17/18 – 2017-2018 Disabled Students Support Services Program](#)
Recommend adding the revenue and expenditures of \$43,144 to the budget.
 - c. [Resolution No. 60-17/18 – 2017-2018 Guided Pathway Program](#)
Recommend adding the revenue and expenditures of \$926,030 to the budget.
 - d. [Resolution No. 61-17/18 – 2017-2018 Campus Safety and Sexual Assault Program](#)
Recommend adding the revenue and expenditures of \$64,937 to the budget.
 - e. [Resolution No. 62-17/18 – 2017-2018 Student Health and Wellness Program](#)
Recommend adding the revenue and expenditures of \$5,000 to the budget.
 - 4. Contingency Budget Adjustments (None)
 - 5. Bid Awards
 - a. [Bid Award for Remodel of the Quadrangle Building Project](#)
Recommend awarding Bid Number 2017/18-21, Remodel of the Quadrangle Building at Riverside City College in the total amount of \$438,000 to Snyder & Snyder Construction, Inc.
 - b. [Bid Award for Auto Tech Drywall Restoration and Paint Project](#)
Recommend awarding Bid Number 2017/18-30, Auto Tech Dry Wall Restoration and Paint at Riverside City College in the total amount of \$169,800 to Snyder & Snyder Construction, Inc.

- c. [Purchase of Lighting Products, Installation and Warranty, Utilizing the California Multiple Award Schedules \(CMAS\) Contract Number 4-12-56-0046A.](#)

Recommend approving the purchase of lighting products, installation and warranty, from Hallpass Capital, Inc., dba GonLED, utilizing CMAS contract number 4-12-56-0046A.

- d. [Purchase Indoor-Outdoor Athletic Surfacing with Related Equipment Products and Supplies, Utilizing the National Joint Powers Alliance \(NJPA\) Contract Number 082114-MSL.](#)

Recommend approving the purchase of indoor-outdoor athletic surfacing with related equipment products and supplies, from Musco Sports Lighting, utilizing the National Joint Powers Alliance (NJPA) Contract Number 082114-MSL.

6. Grants, Contracts and Agreements

- a. [Contracts and Agreements Report Less than \\$90,200 - All District Resources](#)

Recommend ratifying contracts totaling \$1,182,676 for the period of April 01, 2018 through April 30, 2018.

- b. [Agreements for Administration of the Strong Workforce Program with 5 Community College Districts for the Inland Empire/Desert Region related to the Healthcare \(Nursing & Allied Health\) Educator Bootcamp project.](#)

Recommend approving the five (5) Inland Empire/Desert Region Strong Workforce Program Participation Agreements with Chaffey Community College District, College of the Desert, Mt. San Jacinto Community College District, San Bernardino Community College District, and Victor Valley Community College District in the amount of \$64,421.

- c. [Agreement Amendment for College and Career Access Pathways with Corona-Norco USD](#)

Recommend approving the College and Career Access Pathways agreement amendment.

7. [Out-of-State Travel](#)

Recommend approving out-of-state travel.

8. Other Items

- a. [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.

- b. [Notices of Completion](#)

Recommend approving the projects listed on the attachment as complete, and approve the execution of the Notices of Completion (under Civil Code Section 3093 - Public Works).

VII. CONSENT AGENDA INFORMATION

- A. [Monthly Financial Report for Month Ending - April 30, 2018](#)
Information Only

- B. [CCFS-311Q - Quarterly Financial Status Report for the 3rd Quarter Ended March 31, 2018](#)

Information Only

VIII. BOARD COMMITTEE REPORTS

- A. Governance

- 1. [Board Policy for First Reading - BPAP 6307 Debt Issuance and Management](#)

Recommend accepting the First Reading of Board Policy and Administrative Procedure 6307 - Debt Issuance and Management.

- B. Teaching and Learning

1. [Proposed Curricular Changes](#)
Recommend approving the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.
 - C. Planning and Operations (None)
 - D. Resources
 1. [Selection of PepsiCo to Provide District-Wide Beverage Services](#)
Recommend approving the selection of PepsiCo to provide district-wide beverage services.
 2. [Selection of Altura Credit Union to Provide Automated Teller Machines \(ATMs\)](#)
Recommend approving the selection of Altura Credit Union to provide Automated Teller Machines (ATMs) on the Riverside, Norco and Moreno Valley College campuses.
 3. [Project Savings Reconciliation to Adjust Measure C Project Budgets](#)
Recommend approving the adjusted budgets for the projects identified on the Project Savings Reconciliation report and return the project savings totaling \$4,343,626 to the originating college/district/fund.
 - E. Facilities (None)
- IX. ADMINISTRATIVE REPORTS
- A. Vice Chancellors
 1. [Summer Four-Ten Workweek](#)
Recommend approving the four-ten hour day workweek from June 11, 2018 through August 17, 2018 for Classified and Confidential support staff.
 2. [Resolution No. 63-17/18 Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service](#)
Recommend adopting Resolution Number 63-17/18, 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.
 3. [Resolution No. 64-17/18 Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service](#)
Recommend adopting Resolution Number 64-17/18, 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.
 - 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. [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	5/15/2018 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of April 3, 2018
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the April 3, 2018 Board of Trustees Regular/Committee meeting minutes as prepared.

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

Attachments:

[040318_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 APRIL 3, 2018

Vice President Green called the Board of Trustees meeting CALL TO ORDER
to order at 6:30 p.m. in the District Office, Board Room,
3801 Market Street, Riverside, California

Trustees Present

Janet Green, Vice President
Mary Figueroa, Secretary
Virginia Blumenthal, Member
Jeanette Hazelwood, Student Trustee

Trustees Absent

Tracey Vackar, President
Bill Hedrick, Member

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Ms. Diana Torres, Director, Human Resources and Employee Relations
Dr. Dyrell Foster, Vice President, Student Services, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Irv Hendrick, Interim President, Riverside City College
Dr. Carol Farrar, Vice President, Academic Affairs, Riverside City College
Dr. Sam Lee, Interim Vice President, Academic Affairs, Norco College
Dr. Carlos Lopez, Interim Vice President, Academic Affairs, Moreno Valley College
Dr. Hayley Ashby, Professor, Library Services, Riverside City College
Dr. Greg Aycock, Dean, Institutional Effectiveness, Norco College
Ms. Kris Anderson, Professor, English, Norco College
Mr. David Torres, Dean, Institutional Research/Strategic Planning
Ms. Majd Askar, Director, Business Services

Frankie Moore, Coordinator, Student Activities, Moreno
Valley College, led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Figueroa/Blumenthal moved that the Board of Trustees
approve Trustee Vackar and Trustee Hedrick's absence
as excused. Motion carried. (3 ayes, 2 absent [Vackar,
Hedrick])

MOTION TO EXCUSE ABSENCE

The Committee Vice Chair Dr. Wolde-Ab Isaac convened the
meeting at 6:35 p.m. Committee members in attendance:
Academic Senate Representatives: Dr. LaTonya Parker,
Moreno Valley College/RCCD; Dr. Peggy Campo, Norco
College, Dr. Mark Sellick, Riverside City College and CTA
Representative: Dr. Fabian Biancardi.

TEACHING AND LEARNING
COMMITTEE

Accreditation Update

Dr. Lee, Dr. Lopez, Dr. Ashby, Dr. Aycock, Ms. Anderson and
Mr. Brown presented a report on the 2020 accreditation process

for Moreno Valley College, Norco College, Riverside City College and the District. Discussion followed.

Mr. Torres presented the RCCD Dashboard Indicators 2010-2017. Discussion followed.

Dr. Farrar discussed the Agreement for College and Career Access Pathways for a Dual-Enrollment Partnership with Alvord Unified School District that will be presented to the Board for approval at the April 17 Regular meeting. Discussion followed.

Dr. Farrar discussed the Agreement for College and Career Access Pathways for a Dual-Enrollment Partnership with Jurupa Unified School District that will be presented to the Board for approval at the April 17 Regular meeting. Discussion followed.

Dr. Isaac led the committee review of the proposed curricular changes for inclusion in the college catalog and in the schedule of class offerings that will be presented to the Board for acceptance at the April 17 regular meeting. Discussion followed.

The committee adjourned the meeting at 7:35 p.m.

The Committee Chair Janet Green convened the meeting at 7:36 p.m. Committee members in attendance: Academic Senate Representatives: Dr. LaTonya Parker, Moreno Valley College/RCCD; Dr. Peggy Campo, Norco College; Dr. Mark Sellick, Riverside City College and CTA Representative: Dr. Fabian Biancardi.

Ms. Askar discussed the selection of Follett Higher Education Group, Inc. to provide Bookstore Operation Services for Moreno Valley College, Norco College and Riverside City College that will be presented to the Board for acceptance at the April 17 regular meeting. Discussion followed.

The committee adjourned the meeting at 7:45 p.m.

RCCD Dashboard Indicators

Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Alvord Unified School District

Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Jurupa Unified School District

Proposed Curricular Changes

RESOURCES COMMITTEE

Selection of Follett Higher Education Group, Inc. to provide Bookstore Operation Services for Moreno Valley College, Norco College and Riverside City College.

Adjourned

OTHER BUSINESS

Figuroa/Blumenthal moved that the Board of Trustees vote for the following candidates for the 2018 ACCT Board of Directors: Ann Ransford, Eric Payne, Brent Hasty, Don Edgar and Suzanne Woods. Motion

California Community College Trustees (CCCT) Board of Directors Election - 2018

carried. (3 ayes, 2 absent [Vackar, Hedrick])

The Board adjourned the meeting at 7:48 p.m.

ADJOURNMENT

Official Minutes

Approved on 05/15/18

Certified By: _____

Agenda Item (II-B)

Meeting	5/15/2018 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of April 17, 2018
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the April 17, 2018 Board of Trustees Regular meeting minutes as prepared.

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

Attachments:

[041718_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF APRIL 17, 2018

President Vackar called the Board of Trustees meeting to CALL TO ORDER
order at 6:01 p.m. in the District Office, Board Room,
3801 Market Street, Riverside, California.

Trustees Present

Tracey Vackar, President
Janet Green, Vice President (Left at 7:38 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
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Irv Hendrick, Interim President, Riverside City College
Dr. Peggy Campo, Academic Senate Representative, Norco College
Dr. Mark Sellick, Academic Senate Representative, Riverside City College
Dr. Dariush Haghghat, President, CTA

Guests Present

Ms. Sue Tarcon, Director, Health Services, Moreno Valley College
Ms. Melanie James, Assistant Professor of English, Moreno Valley College
Ms. Debra Yorba, Vice President, Keenan and Associates

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

Kevin Mayse presented the Board of Trustees a PUBLIC COMMENTS
resolution from the Hawaiian House of
Representatives acknowledging the RCC Wind and
Jazz Ensembles.

Figueroa/Hedrick moved that the Board of MINUTES OF THE BOARD OF
Trustees approve the minutes of the Board TRUSTEES REGULAR/COMMITTEE
of Trustees Regular/Committee Meeting of MEETING OF MARCH 6, 2018
March 6, 2018. Motion carried. (5 ayes)

Figueroa/Green moved that the Board of MINUTES OF THE BOARD OF
Trustees approve the minutes of the Board TRUSTEES REGULAR MEETING OF
of Trustees Regular Meeting of March 20, MARCH 20, 2018
2018. Motion carried. (5 ayes)

Blumenthal/Figueroa moved that the Board AMEND AGENDA
of Trustees approve amending the agenda to
move Consent Agenda Item VI.A.1.

Diversity/Human Resources, Academic Personnel. Motion carried (5 ayes)

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

Academic Personnel

CHANCELLOR'S REPORTS

Dr. Isaac led the award presentation for seventeen professors from Moreno Valley and Riverside City College to the rank of full professor for 2018-2019.

Presentation of Rank of Professor for 2018-2019

Ms. Tarcon presented a report on Promoting a Mental Health and Wellness Culture at Moreno Valley College.

Promoting a Mental Health and Wellness Culture at Moreno Valley College

Ms. James presented a report on English 91 and Moreno Valley College's English 91 Community of Practice.

Five to Thrive Presentation on English 91 and MVC's English 91 Community of Practice

Ms. Yorba reported they are finalizing the renewals for next year and are actively working on two open issues.

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/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 Additions totaling \$4,235,049, and District Warrant Claims totaling \$9,609,532;

Approve budget transfers as presented;

Approve adding the revenue and expenditures of \$26,095 to the budget;

Approve awarding Bid Number 2017/18-04, New Marquee Sign at Norco College in the total amount of \$219,250 to Torga Electrical;

Approve awarding Bid Number 2017/18-29 – Noble Parking Lot Construction Project in the total amount of \$943,400 to Roadway Engineering & Contracting, Inc.;

Approve awarding Bid Number 2017/18-28-Rebid – Procurement of Police Vehicles, in the total amount of \$170,415 to Caldwell Country Ford;

Adopt Resolution Number 56-17/18 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);

Ratify contracts totaling \$412,611 for the period of March 1, 2018 through March 31, 2018;

Approve the contract amendment increase in the amount of \$33,350, bringing the new contract total to \$158,350;

Approve ten (10) Inland Empire/Desert Region Strong Workforce Program Participation Agreements with Barstow Community College District, Chaffey Community College District, College of

Purchase Order and Warrant Report – All District Resources

Budget Adjustments

Resolution No. 54-17/18 – 2017-2018 EOPS and CARE Programs

Bid Award for Norco College New Marquee Sign

Bid Award for the Noble Parking Lot Construction

Bid Award for Procurement of Police Vehicles

Resolution No. 56-17/18 To Adopt Compatibility, Uniformity, and Standardization of Software and Software Maintenance of CollegeNet, Inc. Course and Event Resource Scheduling

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

Contract Amendment – Push Marketing, Inc. (dba MISFIT) assisting the California Community Colleges Chancellor's Office – Extended Opportunity Programs and Services (EOPS)

Inland Empire Desert Region Participation Agreements No. 2017/20-18 Strong Workforce Program between Riverside Community College District and

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 \$5,777,043;

eight community college districts within the region

Approve the agreement with Logic Domain in the amount of \$25,500 for the Capital Project Management System;

Capital Project Management System Agreement with Logic Domain

Approve the agreement between Riverside Community College District and the Riverside County Superintendent of Schools in the amount of \$166,000;

Agreement with Riverside County Superintendent of Schools for Information Technology Support Services Related to the Galaxy System

Approve License Agreement for Facility Use at Ben Clark Training Center with County of Riverside, for an amount not to exceed \$719,184 annually from July 1, 2018 through June 30, 2022;

License Agreement for Facility Use at Ben Clark Training Center with County of Riverside

Approve the Riverside City College Parking Lot Construction Project for Class 3 Division of State Architect Inspection Services by Independent Construction Inspection;

Special Inspection for the Riverside City College Parking Lot Construction Project with Independent Construction Inspection

Approve Out-of-State-travel;

Out-of-State-Travel

Approve Resolution No. 55-17/18 – Authorization to Encumber Funds;

Resolution No. 55-17/18 – Authorization to Encumber Funds

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

Surplus Property

Motion carried. (5 ayes)

CONSENT AGENDA INFORMATION

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

Monthly Financial Report for Month Ending –March 31, 2018

BOARD COMMITTEE REPORTS

Teaching and Learning

Figueroa/Green moved that the Board of Trustees approve the College and Career Access Pathways: A Dual Enrollment Partnership with Alvord Unified School District. Motion carried. (5 ayes)

Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Alvord Unified School District

Figueroa/Green moved that the Board of Trustees approve the College and Career Access Pathways: A Dual Enrollment Partnership with Jurupa Unified School District. Motion carried. (5 ayes)

Agreement for College and Career Access Pathways: A Dual Enrollment Partnership with Jurupa Unified School District

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

Proposed Curricular Changes

Green/Figueroa moved that the Board of Trustees approve the selection of Follett Higher Education Group, Inc. to provide Bookstore Operation Services for Moreno Valley College, Norco College and Riverside City College. Motion carried. (5 ayes)

Resources

Selection of Follett Higher Education Group, Inc. to provide Bookstore Operation Services for Moreno Valley College, Norco College and Riverside City College

ADMINISTRATIVE REPORTS

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. 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. Haghighat presented the report on behalf of the CTA.

CTA – California Teachers Association

BUSINESS FROM BOARD MEMBERS

Trustee Hedrick reviewed the events he attended last month; he's looking forward to the new Norco College marquee sign; commented on the newest Online California Community College and dual enrollment; expressed his concern on separation packages awarded to past employees; and acknowledged the passing of past trustee, Kathleen Daley.

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

Trustee Blumenthal commented on the events she attended last month; congratulated the professors who received their full rank of professor; and acknowledged Kathleen Daley for her service on the RCCD Board for fourteen years.

Trustee Figueroa commented on the events she attended last month; acknowledged the contributions of Kathleen Daley; would like to see the district hold a celebration of life for Ms. Daley; suggested the district improve their public relations with the community, publicizing the many awards our students and programs receive; commented on the new Online California Community College.

Trustee Vackar acknowledged the recent Culinary Academy Graduation; and asked for a moment of silence for past trustee, Kathleen Daley and past first-lady, Barbara Bush.

The Board adjourned the meeting at 8:12 p.m.

ADJOURNMENT

Official Minutes
Approved on 05/15/18

Certified By: _____

Agenda Item (IV-A)

Meeting 5/15/2018 - 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 5/15/2018 - Regular
Agenda Item Chancellor's Reports (IV-B)
Subject Presentation of Student Trustee Scholarship Award for Spring 2018
College/District District
Information Only

Background Narrative:

Chancellor Isaac will present the Spring 2018 Scholarship Award to Trustee, Ms. Jeanette Hazelwood.

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

Attachments:

None.

Agenda Item (IV-C)

Meeting 5/15/2018 - Regular

Agenda Item Chancellor's Reports (IV-C)

Subject Five to Thrive Presentation on the Read 2 Succeed Program at Norco College

College/District Norco

Information Only

Background Narrative:

Each month a faculty member is invited through the Academic Senate to present on a topic related to educational programs and services. This month, Associate Faculty member Sally Ellis is presenting on the Read 2 Succeed program at Norco College.

Prepared By: Bryan Reece, President Norco College
Sam Lee, Interim Vice President, Academic Affairs

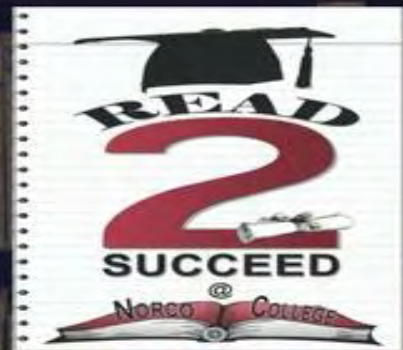
Attachments:

[Read 2 Succeed at Norco College](#)

NORCO COLLEGE

READ 2 SUCCEED

WILFRED J. AIREY LIBRARY NORCO COLLEGE





2 goals

Have fun reading and discussing an important book with peers and community


Learn something valuable that will help you to be successful and to make a difference in the world around you



book choice

Goal to build community and meet the needs of the many demographics and student support programs at the College, as well as capture campus attention.

Author availability and speaking fee is a factor. It is always our goal to be able to bring the actual authors for a culminating discussion.





events

Book Discussion

Student Panel

Author Presentation and Book
Signing



success

Student Growth

Discipline Faculty Participation

Scholarly Engagement

“They [Norco faculty and students] already knew my book well, either through student directed reading groups or class work, and they and their faculty leapt at the opportunity to ask questions—some that triggered me to think about issues I’d never before considered. It was a day to remember.”

2009 Pulitzer Prize winner, Doug Blackman

Agenda Item (IV-D)

Meeting 5/15/2018 - Regular
Agenda Item Chancellor's Reports (IV-D)
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-E)

Meeting 5/15/2018 - Regular

Agenda Item Chancellor's Reports (IV-E)

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:

[Master 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
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) • Proposed Curricular Changes • Agreement for Information Technology Support Services to the Galaxy System with Riverside County Superintendent of Schools*
May	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report (3rd Quarter) • Presentation on New Student Centered Funding Formula Proposal and RCCD Budget Planning • 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 and Notice of Public Hearing on the Final 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

June 2018

Page 1

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<div 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 style="text-align: center; color: red; font-weight: bold; margin-top: 10px;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 06/05/2018 & 06/12/2018.</p> </div>		<ul style="list-style-type: none"> ■ Tentative Budget for FY 2018-19 and Notice of Public Hearing on the FY 2018-19 Final Budget (Brown) 	

Updated 11/8/17

Agenda Item (V-A)

Meeting 5/15/2018 - 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](#)



**MORENO VALLEY COLLEGE
ASSOCIATED STUDENTS
BOARD REPORT
May, 2018**

- On Thursday, May 3rd, Associated Students of Moreno Valley College, Multicultural Advisory Council will be hosting the Cinco de Mayo Celebration from 12-2pm. Informational presentations, Themed Games, Free Tacos (With Student Services paid) Music and More!
- On Monday, May 7th Chancellor Issac will be attending the Associated Students of Moreno Valley College Student Senate meeting to get to know the Student Leadership team and give updates from the Board and the Riverside Community College District.
- The week of May 7th – 10th, Associated Students of Moreno Valley College in collaboration with campus clubs/organizations will be hosting Stress Less week. A series of events included, stress less activities each day and the event will wrap up on the last day Thursday, May 10th with Therapy Puppies and Dunk Tank, meditation workshops and more.
- On Thursday, May 17th, Associated Students of Moreno Valley College will be hosting the Student of Distinction & Awards Banquet for the Spring 2018 semester. “Hawaiian” is the theme this semester. During this event Students, Clubs/Organization members, and Faculty of the year for each department will be recognized. After the program all attendees will be welcome to stick around to join us for variety of entertainment photo-booth, Casino and dance!
- On Monday, May 21st Associated Students of Moreno Valley College will be hosting the Scholarship tea from 4-6pm.
- On Tuesday, May 22, Associated Students of Moreno Valley College, Multicultural Advisory Council will be concluding their last event of the semester with the host of Harvey Milk Day Event from 12:50 pm -1:50 pm.



ASSOCIATED STUDENTS OF NORCO COLLEGE

Board of Trustees, May 2018

Norco College's report:

- Five students attended HACU Capitol Forum on April 8th in Washington DC with two administrators, and they advocated on behalf of DREAMers and NSF (National Science Foundation). 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 216.
- 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.
- We still still having discussion about the Shade Sails for the Ampitheater, the increase of student fees and 2018-2019 ASNC's budget.
- Lastly, we are excited to inform that we officially have our 2018-2019 Executive Cabinet for ASNC.

Best regards,

Associated Students of Norco College



ASSOCIATED STUDENTS of Riverside City College

Send Silence Packing - On April 24th, 2018 the ASRCC hosted a mental health and suicide awareness event. There were 1,100 backpacks displayed in the Quad, that's how many students commit suicide each year. Each backpack represents the life of a college student who lost their life to suicide. The stories on the backpacks were donated by family members and/ or friends of the student. There were also tables with information that provided resources for student, as well as other professionals. Over-all the event had a great turn out and high attendance.

Student Trustee Elections- Elections took place on April 25th and 26th through WebAdvisor. RCC is excited and honored to have the incoming Trustee be one of our very own students. Congratulations Jacob Velasquez! We are very proud of you.

Town Hall- On April 26th ASRCC hosted a "Town Hall" event where the candidates running for President and Vice President had the opportunity to campaign. The main purpose was for students to inform themselves on the candidates before elections, and have their questions answered in regards to this topic.

ASRCC Elections- ASRCC hosted elections for the 2018-2019 President, Vice President, and Senators. This year we had 3 pairs of candidates on our ballot, and 7 senators. The new and edited ASRCC Constitution was also on the ballot to be voted for.

Transitional Retreat – ASRCC is excited to host the Transitional retreat on May 25th from 8am – 3pm.

Thank you,

ASRCC

Agenda Item (VI-A-1)

Meeting 5/15/2018 - 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:

[20180515_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: May 15, 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:

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Salary Placement</u>
a. Management Contract			
DISTRICT			
Mills, Susan	Vice Chancellor, Educational Services & Strategic Planning	07/01/18-06/30/20	Contract (\$213,825/yr)
NORCO COLLEGE			
Cobb, Jessica	Director, Next Phase Program	05/16/18 – 06/30/19	T-1
b. Contract Faculty			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
MORENO VALLEY COLLEGE			
ASSISTANT PROFESSOR			
Nahon, Fernando	Spanish	08/21/18	C-5
Ramirez, Cynthia	Counseling	08/21/18	D-1
NORCO COLLEGE			
ASSISTANT PROFESSOR			
Lopez, Bibiana	Mathematics	08/21/18	D-6
White, Dana	Accounting	08/21/18	F-3
RIVERSIDE CITY COLLEGE			
ASSISTANT PROFESSOR			
Black, Michelle	Mathematics	08/21/18	D-3
Mahony, Kathleen	Nursing	08/27/18	G-7
McKeen, Wendy	Chemistry	08/27/18	E-7
c. Long-Term, Temporary Faculty (None)			

1. Appointments (Cont'd)

d. Extra-Curricular, Academic Year 2017-18

Additions/Changes to the list submitted/approved by the Board of Trustees on June 21, 2017.

<u>Name</u>	<u>Activity</u>	<u>Add/Change/Remove</u>
Cachia, Amanda	Art Gallery Directory	Add – 50%

2. Request for Participation in Reduced Employment Program

The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for faculty participation in the Reduced Employment Program; and the Vice President, Academic Affairs has reviewed and supports the following request.

It is recommended the Board of Trustees approve the following request, and allow them to participate in the Reduced Employment Program for the 2018-2019 academic year.

<u>Name</u>	<u>Title</u>	<u>Teaching Load</u>
MORENO VALLEY COLLEGE		
Honore, Cheryl	Professor, Accounting	50%
NORCO COLLEGE		
Beck, Rex	Professor, Business Administration	80%
RIVERSIDE CITY COLLEGE		
Brooks, Kathryn	Associate Professor, Biology	80%

3. Request to End Reduced Workload

At their meeting of August 15, 2017, the Board of Trustees approved a 50% reduced workload for Dr. Deborah Hall, Associate Professor/Coordinator, Student Activities at Riverside City College, for the 2017-18 academic year. There is a need to have Dr. Hall reinstated to her original 100% workload. This request has the approval of the Vice President of Student Services.

It is recommended the Board of Trustees end the reduced workload request for Dr. Deborah Hall, Associate Professor/Coordinator, Student Activities at Riverside City College, and reinstate her to her original 100% workload, effective May 15, 2018.

4. Request for an Unpaid Leave of Absence

Ms. Maria Jurado, Assistant Professor, Counseling has requested an unpaid leave of absence from May 14, 2018 – June 7, 2018 and from September 5, 2018 – September 15, 2018. This request has the support of the College President.

It is recommended the Board of Trustees approve an unpaid leave of absence for Ms. Maria Jurado, Assistant Professor, Counseling, from May 14, 2018 – June 7, 2018 and from September 5, 2018 – September 15, 2018.

5. 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):		
Alvarado, Cecilia	Dean, Student Services	06/29/18
Rivas, Martha	Dean, Institutional Effectiveness	06/15/18
RETIREMENT(S):		
Nelson, David	Associate Professor, Theater Arts	07/30/18

Agenda Item (VI-A-2)

Meeting 5/15/2018 - 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:

[20180515_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: May 15, 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				
RIVERSIDE CITY COLLEGE				
Curiel, Roberto	Grounds Supervisor	05/16/18	L-2	Promotion
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential				
MORENO VALLEY COLLEGE				
Arelis, Mariel	Admissions and Records Operations Assistant	05/16/18	C-2	Promotion
Navarro, Karla	Counseling Clerk III	05/16/18	I-2	Promotion
NORCO COLLEGE				
Caceres, Jason	Computer Technician	05/16/18	E-1	Appointment
Phillips, Carla	Student Account Specialist (Part-Time, 47.5%)	05/16/18	I-1	Appointment
d. Classified/Confidential - Categorically Funded				
MORENO VALLEY COLLEGE				
Granados, Jennifer	Counseling Clerk I	05/16/18	E-2	Transfer
NORCO COLLEGE				
Vang, Lue	CTE Laboratory Technician	05/16/18	K-1	Appointment
RIVERSIDE CITY COLLEGE				
Villegas, Elizabeth	Customer Service Clerk	05/16/18	E-1	Appointment

Subject: Classified Personnel

Date: May 15, 2018

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

It is recommended the Board of Trustees approve the permanent 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>
Agamaite, Lauren	Admissions & Records Operations Assistant	72.5% to 100%	05/16/18

3. 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>
Fries, Melody	Student Activities Clerk	70% to 100%	04/01/18-06/30/18
Granados, Jennifer	Enrollment Services Assistant	50% to 100%	04/01/18-05/15/18
Martinez, Shelli	Administrative Assistant I	48.75% to 100%	04/14/18-05/31/18

4. Request to end Unpaid Leave of Absence

Angela Rios, Student Employment Personnel Specialist, Moreno Valley College, has requested to end the unpaid leave of absence. This request has the support of the College administration.

It is recommended the Board of Trustees approve to end the unpaid leave of absence for Angela Rios, Student Employment Personnel Specialist, Moreno Valley College, May 15, 2018.

5. Change to Last Date of Employment

At their regular meeting of February 20, 2018, the Board of Trustees approved the retirement for Judith Johansen, effective June 30, 2018. There is a necessity to change the date from June 30, 2018 to July 30, 2018.

It is recommended the Board of Trustees approve the change to the last date of employment to July 30, 2018.

Subject: Classified Personnel

Date: May 15, 2018

6. 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)		
Davis, LeTroy	Custodian	05/03/18
Martinez, Shelli	Administrative Assistant I	05/31/18
Scott-Williams, Nichelle	Community Service Coordinator	04/30/18
RETIREMENT(S)		
Alvord, Judith	Administrative Assistant III	04/24/18
Clark, Susan	Laboratory Technician II	04/18/18
Gerke, Cathy	Executive Administrative Assistant	06/29/18
Sands, Eva	Reading Paraprofessional	08/24/18

Agenda Item (VI-A-3)

Meeting	5/15/2018 - 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:

[20180515_Other Personnel](#)
[20180515_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel

Date: May 15, 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>
MORENO VALLEY				
Castellon, Alejandra	Student Employment Specialist	Student Financial Services	04/02/18-06/30/18	\$25.09
Steckman, Dean	Financial Aid Advisor	Student Financial Services	05/04/18-06/14/18	\$21.95
NORCO				
Schepler, Suzanne	Accounting Services Clerk	Facilities/Business Services	05/07/18-07/07/18	\$25.09

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Helland, Allyson	Interpreter II	Disabilities Resource Center	07/01/18-06/30/19	\$30.00
Killen, Laura	Interpreter III	Disabilities Resource Center	07/01/18-06/30/19	\$30.00
Sorola, Mary	Interpreter III	Disabilities Resource Center	07/01/18-06/30/19	\$35.00
Ramirez, Rocio	Interpreter III	Disabilities Resource Center	07/01/18-06/30/19	\$35.00
Roy, Brooke	Interpreter III	Disabilities Resource Center	05/16/18-06/30/19	\$40.00
MORENO VALLEY				
Clouser, Alise	Grant Facilitator	TRiO Programs	05/16/18-06/30/18	\$40.00
Magana, Miriam	Upward Bound Mento	TRiO Programs	05/16/18-06/30/18	\$12.00
Magana, Miriam	Tutor IV	TRiO Programs	05/16/18-06/30/18	\$10.50
Martin, Darryl	Grant Facilitator	TRiO Programs	05/16/18-06/30/18	\$40.00
NORCO				
Pike, Gary	Grant Facilitator	Upward Bound	07/01/18-06/30/19	\$40.00
RIVERSIDE				
Arguelles, Rudy	Coach, Summer Activities	Athletics Community	07/01/18-08/26/18	\$17.54
Barillo, Jann	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Berber, Alicia	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Bonzoumet, Nikki	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Borden, Thomas	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Campbell, Brycen	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Cook, Brandon	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Cowan, O'Neil	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Daddona, Michelle	Coach, Summer Activities	Athletics Community	07/01/18-08/26/18	\$17.54
Davison, Clarisa	Lifeguard (Instructor)	Education Community	06/01/18-08/14/18	\$10.50
Decarlo, Danielle	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Douglass, Colten	Coach, Summer Activities	Athletics	07/01/18-08/14/18	\$10.50

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE (CONTINUED)				
Fawcett, Rachelle	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Finfrock, Doug	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Gutierrez, Carolina	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Hayes-Trainer, Monica	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Henderson, Jessica	Assistant Pool Manager	Education	06/01/18-08/14/18	\$10.50
		Community		
Hurdle, Makenna	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Johnson, Mustafa	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Kammert, Sarah	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Krolik, Kyle	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Kuk, James	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Lopez, Antonio	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Lucena, Danielle	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Community		
Lujan, Ysatis	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
McCarron, Jim	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Merritt, Kanann	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Community		
Mooney, Cheyanne	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Center for Social Justice and Civil		
Nembhard, Jode Leigh	Office Assistant IV	Liberties	05/16/18-06/30/18	\$14.00
Northcott, Jason	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
		Community		
Pfeiffer, Kameryn	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Community		
Rameriz, Anay	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Community		
Tagactac, Starla	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
		Community		
Webber, Nikkol	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE (CONTINUED)				
		Community		
Whitmore, Kendra	Lifeguard (Instructor)	Education	06/01/18-08/14/18	\$10.50
Mathews, Philip	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Taylor, Shannon	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Valencia, Jessie	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Pacheco, Eduardo	Coach, Summer Activities	Athletics	07/01/18-08/26/16	\$17.54
Richey, Michael	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Silva, Shandon	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Talamaivao, Pene	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Sigloch, Steve	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Ortega, Jose	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Yancey, Thomas	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Yancey, Randi	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Smith, Damien	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Robinson, Nick	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Wilson, Curtis	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Wilson, Michael	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54
Younglove, Elizabeth	Coach, Summer Activities	Athletics	07/01/18-08/26/18	\$17.54

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

Backup Other Personnel
May 15, 2018
Page 1 of 3

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Dodson, Corey	Student Employment I	Tutorial Services	04/20/18	\$ 11.00
Mirdamadi-Tehrani, Parisa	Student Employment I	Tutorial Services	04/20/18	\$ 11.50
Sanchez Mendoza, Arnoldo	Student Aide I	Student Activity Center	04/16/18	\$ 11.00
Thabatah, Eman	Student Aide I	Food Services	04/16/18	\$ 11.00
NORCO COLLEGE				
Bosquez Ortiz, Jessica	Student Aide I	Student Life	03/19/18	\$ 12.50
Cortez, Kimberly	Student Aide III	STEM	04/17/18	\$ 12.50
Rivera, Bridget	Student Aide III	Tutorial Services	04/01/18	\$ 12.50
Netter, Kathryn	Student Aide I	Disabled Resource Center	04/17/18	\$ 11.00
Zotea, Christopher	Student Aide I	EOPS/Care	04/01/18	\$ 11.00
RIVERSIDE CITY COLLEGE				
Adams Green, Caylan	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Ali, Asmah	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Alvarez, Cynthia	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Ayers, Ashton	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Barnes, Elijah	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Bohrer, Rachel	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Brown, Ashllie	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Compton, Sydni	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Cortes, Gabrielle	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Diaz, Gabriela	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Escalante, Jasmine	Student Aide I	Tutorial Services	04/18/18	\$ 11.00
		Applied Digital Media		
Flores Trujillo, Jorge	Student Aide I	and Printing	04/27/18	\$ 11.00
Garcia, Josue	Student Aide II	Disability Resource Ctr.	04/11/18	\$ 11.00
Glancy, Mercades	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Gomez, Kaylen	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Gonzales, Alec	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Gonzalez, Janelle	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Guadarrama, Melissa	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Hampton, Autumn	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Harmison, Dominic	Student Aide III	Academic Support	02/05/18	\$ 12.00

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

Backup Other Personnel
May 15, 2018
Page 2 of 3

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (continued)				
Herbert, Croix	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Ketenbrink, Cassandra	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Kinnane, Rachel	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Ko, Krystal	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Litana, JohnKurl	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Lopez, Michelangelo	Student Aide I	Tutorial Services	04/23/18	\$ 11.00
Marxen, Brandon	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
McQuater, Sarah	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Mejia Marin, Daisy	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Meleika, Isaac	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Mendoza, Lily	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Mitchell, Vanandez	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Montoya, AnaMaria	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Narottama, Senapati	Student Aide I	Tutorial Services	04/23/18	\$ 11.00
Nicolas-Juan, Juana	Student Aide II	Disability Resource Ctr. Administrative Support	04/16/18	\$ 11.00
Ojeda, Evangelina	Student Aide I	Center	05/02/18	\$ 11.00
Onyedika, Chinenye	Student Aide III	Student Support / Promise	02/09/18	\$ 12.00
Oyedele, Funmilayo	Student Aide I	Disability Resource Ctr.	04/11/18	\$ 11.00
Pacheco, Catrina	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Rafols, Bernard	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Rico, Edward	Student Aide I	Performing Arts / Music	05/03/18	\$ 11.00
Riggs, Sabrina	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Rocha, Lacey	Student Aide III	Student Support / Promise Disability Resource Ctr. /	04/27/18	\$ 12.00
Romero, Catalina	Student Aide III	TRIO	04/18/18	\$ 12.00
Sanchez, Emiliano	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Sanchez-Ferreya, Gabriel	Student Aide III	Student Support / Promise	04/27/18	\$ 12.00
Sierra, Angel	Student Aide I	Upward Bound	05/02/18	\$ 11.00
Suarez, Madelaine	Student Aide III	Academic Support	04/18/18	\$ 12.00

CATEGORICAL FUNDS

AMERICA READS PROGRAM

Ortega, Debbie	Student Aide III	The Growing Place -RCC	04/12/18	\$ 12.00
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FULL-TIME STUDENTS EMPLOYED PART-TIME AND
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel
May 15, 2018
Page 3 of 3

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
COMMUNITY SERVICE PROGRAM				
		City of Riverside Eastside		
Collins, Lanyah	Student Aide II	Library - RCC	02/15/18	\$ 11.00
		Inland Empire		
Duong, Truc Anh	Student Aide II	Waterkeeper - RCC	04/11/18	\$ 11.75
		City of Riverside /		
Landry, Jasmine	Student Aide II	Eastside Library - RCC	*01/29/18	\$ 11.00
Leon, Cassandra	Student Aide III	UCR ARTSBlock - RCC	04/12/18	\$ 12.75
MORENO VALLEY COLLEGE				
Garcia, Arlene E	Student Aide III	First Year Experience	04/23/18	\$ 12.00
Gonzalez Esquivel, Lizette	Student Aide I	Admission & Records	04/24/18	\$ 11.50
Rabago, Jose I	Student Aide III	First Year Experience	04/20/18	\$ 12.00
Smith, Rajean L	Student Aide III	Umoja	04/13/18	\$ 12.00
NORCO COLLEGE				
Alvarado, George	Student Aide I	Dean of Instruction	04/18/18	\$ 11.00
		Disability Resource		
Khalid, Zain	Student Aide I	Center	04/03/18	\$ 11.00
		Disability Resource		
Mesa, Brenda	Student Aide I	Center	04/18/18	\$ 11.00
Rubio, Zaireth	Student Aide I	Upward Bound	04/19/18	\$ 11.00
Santos, Bryce	Student Aide I	Assessment Center	04/18/18	\$ 11.00
RIVERSIDE CITY COLLEGE				
Lopez, Javier	Student Aide IV	Kinesiology / Athletics	04/24/18	\$ 13.00
Smartt, Stone	Student Aide I	Kinesiology / Football	04/12/18	\$ 11.00
Soliz, Brittany	Student Aide I	Accounting Services	04/20/18	\$ 11.00

*Revised

Agenda Item (VI-B-1)

Meeting	5/15/2018 - 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 \$6,676,684; and District Warrant Claims totaling \$5,874,217.

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 \$6,676,684 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 284740 - 286011) totaling \$5,874,217, 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:

[05152018_Contracts and Purchase Orders Over \\$90,200 Report \(April\)](#)

Report of Purchases-All District Resources
 Purchases Over \$90,200
 4/01/2018 thru 4/30/2018

PO#	Department	Vendor	Description	Amount
C0005964	Career & Technical Ed. Projects	San Bernardino Community College District	Participation Agreement - Strong Workforce Program	\$ 703,999
C0005965	Career & Technical Ed. Projects	College of the Desert	Participation Agreement - Strong Workforce Program	138,500
C0005966	Career & Technical Ed. Projects	Palo Verde Community College	Participation Agreement - Strong Workforce Program	185,938
C0005970	Career & Technical Ed. Projects	San Bernardino Community College District	Participation Agreement - Strong Workforce Program	372,932
C0005971	Career & Technical Ed. Projects	Victor Valley Community College District	Participation Agreement - Strong Workforce Program	427,762
C0005972	Career & Technical Ed. Projects	San Bernardino Community College District	Participation Agreement - Strong Workforce Program	129,600
C0005980	Career & Technical Ed. Projects	Barstow Community College	Participation Agreement - Strong Workforce Program	138,500
C0005992	Campus Police	Caldwell Country Ford	Bid Award for Procurement of Police Vehicles	170,415
P0065172	Admissions & Records - Riverside	ALJAM Promotions	RFP - Commencement Services	121,824
P0065355	Dean Student Success and Support	Barnes & Noble College Booksellers, LLC	Book Vouchers	150,000
P0065444	Information Services	CDW-G	Cisco Aironet - FCCC Agreement	234,632
Approved/Ratify Purchase Orders of \$90,200 and Over				
None				
			Total	<u>\$ 2,774,102</u>
			All Purchase Orders, Contracts, and Additions for the Period of 4/1/18 - 4/30/18	
			Contracts C5963 - C5997	\$ 1,182,676
			Contract Additions C4493 - C5950	
			Purchase Orders P65151 - P65991	2,369,502
			Purchase Order Additions P59951 - P65130	
			Blanket Purchase Orders B16894 - B16926	350,404
			Blanket Purchase Order Additions B15879 - B16856	
			Total	<u>\$ 3,902,582</u>
			Grand Total	<u><u>\$ 6,676,684</u></u>

Agenda Item (VI-B-2-a)

Meeting	5/15/2018 - 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. It is further recommended that the Board of Trustees authorize making the necessary balancing transfers among the various accounts and funds of the district.

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). Additionally, at the close of each fiscal year, it is necessary for the Board to grant authority to make necessary balancing transfers among the various accounts and funds of the district.

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

Attachments:

[05152018_Budget Adjustments](#)

Budget Adjustments May 15, 2018

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to provide for student help.		
From: Administrative Support Center	Repairs	\$ 2,000
To: Administrative Support Center	Student Help – Non-Instr	\$ 2,000
R2. Transfer to purchase supplies.		
From: Planning and Development	Administrative Contingency	\$ 1,500
To: Planning and Development	Supplies	\$ 1,500
R3. Transfer to purchase supplies.		
From: Institutional Effectiveness	Conferences	\$ 1,600
To: Institutional Effectiveness	Supplies	\$ 1,600
R4. Transfer to provide for classified overtime, conferences and to purchase a time clock system.		
From: Student Success and Support	Administrative Contingency	\$ 3,545
To: Student Success and Support	Classified Overtime	\$ 583
	Conferences	2,000
	Equipment	962

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R5. Transfer to provide for printing, custodial supplies, and office supplies.		
From: VP Business Services	Other Services	\$ 40,520
	Consultants	1,412
	Classified FT Salaries	3,680
To: VP Business Services	Copying and Printing	\$ 92
	Custodial Supplies	40,520
	Supplies	5,000
R6. Transfer to provide for repairs and building remediation services.		
From: Facilities	Maintenance Supplies	\$ 4,900
	Fixtures and Fixed Equip.	1,300
To: Facilities	Repair Services	\$ 4,900
	Other Services	1,300
R7. Transfer to purchase supplies.		
From: Art Gallery	Advertising	\$ 400
To: Art Gallery	Supplies	\$ 400
R8. Transfer to purchase supplies.		
From: CTE	Administrative Contingency	\$ 11,550
	Conferences	1,000
To: CTE	Supplies	\$ 12,550
R9. Transfer to purchase a cellular telephone.		
From: Academic Support	Administrative Contingency	\$ 630
To: Academic Support	Equipment	\$ 630

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R10. Transfer to purchase supplies, new desks, and to provide for academic year-end projects.		
From: STEM/Kinesiology	Cellular Telephone	\$ 1,300
	Rents and Leases	400
	Copying and Printing	400
To: STEM/Kinesiology	Supplies	\$ 1,300
	Equipment	400
VP, Academic Affairs	Administrative Contingency	400
R11. Transfer to purchase a chest freezer.		
From: VP, Academic Affairs	Administrative Contingency	\$ 600
To: Life Sciences	Equipment	\$ 600
R12. Transfer to purchase supplies.		
From: Technology Support Services	Repair Services	\$ 2,213
To: Technology Support Services	Supplies	\$ 2,213
R13. Transfer to provide for copying and printing, and to purchase supplies.		
From: Languages, Humanities and Soc Sci.	Mileage	\$ 210
	Conferences	2,236
	Memberships	90
	Administrative Contingency	700
To: Languages, Humanities and Soc Sci.	Copying and Printing	\$ 252
	Supplies	2,984

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R14. Transfer to provide for an academic special project, copying and printing, and to purchase a 3D printer.		
From: Business & Info Technology	Student Help	\$ 5,230
To: Business & Info Technology	Academic Special Project	\$ 1,200
	Copying and Printing	3,000
	Equipment	1,030
R15. Transfer to provide for conferences.		
From: Library	Software	\$ 215
To: Library	Conferences	\$ 215
R16. Transfer to provide for conferences, memberships, and rents and leases.		
From: Admissions and Records	Supplies	\$ 830
To: Admissions and Records	Conferences	\$ 500
	Memberships	100
	Rents and Leases	230
R17. Transfer to purchase computer equipment.		
From: Counseling	Repair Services	\$ 914
To: Counseling	Equipment	\$ 914
R18. Transfer to provide for copying and printing and academic overload assignments.		
From: Student Services	Transportation	\$ 407
	Student Help	10,500
To: Student Services	Copying and Printing	\$ 407
	Academic PT Non-Instr	10,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R19. Transfer to purchase computer equipment.		
From: Athletics	Other Services	\$ 1,300
To: Athletics	Equipment	\$ 1,300
R20. Transfer to purchase supplies. (Fund 12, Resource 1070)		
From: Health Services	Short Term Temporary	\$ 8,000
To: Health Services	Supplies	\$ 8,000
R21. Transfer to purchase a printer. (Fund 12, Resource 1050)		
From: Safety & Police	License Fees	\$ 184
To: Safety & Police	Equipment	\$ 184
R22. Transfer to purchase supplies and food and to provide for tests and copying and printing. (Fund 12, Resource 1190).		
From: SSSP	Administrative Contingency	\$ 35,715
To: SSSP	Supplies	\$ 6,460
	Tests	10,769
	Copying and Printing	14,228
	Food	4,258
R23. Transfer to provide for instructional aides. (Fund 12, Resource 1190).		
From: Strong Workforce	Equipment	\$ 2,961
To: Strong Workforce	Student Help – Instructional	\$ 2,926
	Employee Benefits	35

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R24. Transfer to provide for conferences and to purchase instructional supplies. (Fund 12, Resource 1190).		
From: Strong Workforce	Equipment	\$ 12,162
To: Strong Workforce	Conferences	\$ 2,162
	Instructional Supplies	10,000

Norco

N1. Transfer to provide for a traffic sign, drinking fountains, tree trimming services, repairs, license, and to purchase supplies.

From: Business Operations	Classified FT Administrator	\$ 28,033
To: Facilities	Fixtures & Fixed Equip	\$ 12,987
	Other Services	10,646
	Repairs	1,800
	Supplies	1,500
	License Fees	1,100

N2. Transfer to provide for walkthrough metal detectors and to purchase a food cabinet and other supplies.

From: Business Operations	Academic FT Administrator	\$ 6,400
	Classified FT Administrator	3,936
	Classified Perm PT	2,240
To: Student Activities - Intramurals	Rents and Leases	\$ 6,400
Food Services	Equipment	3,936
Admissions & Records	Supplies	2,240

N3. Transfer to provide for a cellular telephone and iPhone.

From: Facilities	Grounds/Garden Supplies	\$ 215
To: Facilities	Cellular Telephone	\$ 191
	Equipment	24

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N4. Transfer to provide for interior room modifications.		
From: Academics Affairs	Instructional Supplies	\$ 9,800
To: Facilities	Remodel Project	\$ 9,800
N5. Transfer to purchase supplies.		
From: President	Administrative Contingency	\$ 1,500
To: President	Supplies	\$ 1,500
N6. Transfer to purchase a computer.		
From: Dean of Instructions	Conferences	\$ 7,266
To: Dean of Instructions	Equipment	\$ 7,266
N7. Transfer to purchase a computer and supplies.		
From: Learning Resource Center.	Repairs	\$ 4,399
To: Learning Resource Center	Equipment Supplies	\$ 3,782 617
N8. Transfer to provide for copying and printing and to purchase supplies.		
From: Business, Engineering & Info. Syst.	Conferences	\$ 1,330
To: Dean of Instruction	Copying and Printing Supplies	\$ 775 555
N9. Transfer to provide for copying and printing and to purchase supplies.		
From: Student Services	Administrative Contingency	\$ 4,000
To: Admissions & Records Student Services	Copying and Printing Supplies	\$ 3,632 368

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N10. Transfer to purchase printer and to provide for conferences, repairs, cellular telephone, and travel expenses.		
From: Student Activities - Intramurals	Copying and Printing Supplies	\$ 1,550 1,375
To: Student Activities - Intramurals	Equipment Conferences Repairs Cellular Telephone Travel Expenses	\$ 866 733 684 425 217
N11. Transfer to purchase supplies.		
From: Job Placement – Norco College	Comp Software Maint/Lic	\$ 300
To: Job Placement – Norco College	Supplies	\$ 300
N12. Transfer to provide for Strength Finders workshop and purchase computer software. (Fund 12, Resource 1190).		
From: Academics Affairs	Academic Special Project Instructional Supplies Copying and Printing	\$ 18,139 9,040 962
To: Academics Affairs Business, Engineering & Info. Syst.	Professional Services Comp Software Maint/Lic	\$ 26,841 1,300
N13. Transfer to provide for rents and leases and to purchase equipment and instructional supplies. (Fund 12, Resource 1190).		
From: Career and Technical Ed - Norco	Classified FT Administrator Employee Benefits	\$ 90,127 80,000
To: Career and Technical Ed - Norco	Rents and Leases Equipment Instructional Supplies	\$ 110,127 50,000 10,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N14. Transfer to realign the STEM grant and purchase microscopes and printer. (Fund 12, Resource 1190).		
From: President	Supplies	\$ 275,000
To: President	Equipment	\$ 170,000
	Academic PT Non-Instr	41,000
	Academic Special Project	25,000
	Travel Expenses	10,000
	Student Help – Non Instr	10,000
	Comp Software Maint/Lic	5,300
	Repairs	5,000
	Short-Term Temporary	5,000
	Employee Benefits	3,500
	Classified Overtime	200
N15. Transfer to purchase projectors. (Fund 12, Resource 1190).		
From: Dean of Instruction	Supplies	\$ 4,500
To: Dean of Instruction	Equipment	\$ 4,500
N16. Transfer to purchase a computer. (Fund 12, Resource 1190).		
From: Admissions & Records	Supplies	\$ 1,831
To: Dean of Instruction	Equipment	\$ 1,831
N17. Transfer to provide for conferences. (Fund 12, Resource 1190).		
From: Student Financial Services	Equipment	\$ 1,000
To: Student Financial Services	Conferences	\$ 1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M3. Transfer to provide for supplies, instructional supplies, repair parts, and copying and printing.		
From: Dental Assistant	Other Services	\$ 290
	Repairs	228
To: Dental Assistant	Supplies	\$ 213
	Instructional Supplies	120
	Repair Parts	158
	Copying and Printing	27
M4. Transfer to purchase repair parts.		
From: Dental Hygienist	Repairs	\$ 158
To: Dental Hygienist	Repair Parts	\$ 158
M5. Transfer to provide for periodicals/magazines and supplies.		
From: V P, Academic Affairs	Administrative Contingency	\$ 453
To: V P, Academic Affairs	Periodicals/Magazines	\$ 95
	Supplies	358
M6. Transfer to purchase supplies, laptop, scanners, and printers.		
From: Dean of Instruction, CTE	Consultants	\$ 878
	Memberships	500
	Repairs	95
	Other Services	3,141
To: Dean of Instruction, CTE	Supplies	\$ 1,355
	Equipment	2,135
Dental Hygienist	Equipment	1,124

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M7. Transfer to purchase food. (Fund 12, Resource 1190)		
From: Hunger Free Campus Support	Meal Grants	\$ 14,021
To: Hunger Free Campus Support	Food	\$ 14,021
M8. Transfer to provide for bus renovations and a Maker Space consultant. (Fund 12, Resource 1190)		
From: Maker Implementation Grant	Copying and Printing Equipment	\$ 500 45,500
To: Maker Implementation Grant	Other Services Consultant	\$ 13,700 32,300
M9. Transfer to purchase computers and printers. (Fund 12, Resource 1190)		
From: Career Pathways Trust	Conferences Other Services	\$ 15,000 10,000
To: Career Pathways Trust	Equipment	\$ 25,000
M10. Transfer to purchase food and to provide for postage and software maintenance. (Fund 12, Resource 1190)		
From: Strong Workforce Local	Classified Perm PT	\$ 5,291
To: Strong Workforce Local	Food Postage Comp Software Maint/Lic	\$ 519 72 4,700

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M11. Transfer to purchase supplies and computers and to provide for employee benefits and copying and printing.		
From: Learning Center/Tutorial	Student Help – Non-Instr	\$ 4,053
To: Associate Dean Ed Program	Supplies	\$ 850
	Copying and Printing	100
	Equipment	3,035
English	Employee Benefits	68
M12. Transfer to realign the Basic Skills grant budget. (Fund 12, Resource 1190)		
From: Basic Skills	Supplies	\$ 61,982
	Other Services	126,771
	Conferences	22,492
To: Basic Skills	Academic FT Non-Instr	\$ 25,000
	Academic Special Project	121,488
	Short-Term Temporary	26,570
	Student Help – Non-Instr	10,798
	Employee Benefits	27,389
M13. Transfer to provide for a software license. (Fund 12, Resource 1190)		
From: Corrections Scenario Training	Reference Books	\$ 302
To: Corrections Scenario Training	Comp Software Maint/Lic	\$ 302
M14. Transfer to purchase supplies.		
From: Fire Academy	Other Services	\$ 750
To: Public Services & Criminal Justice	Supplies	\$ 750

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M15. Transfer to purchase computers.		
From: Library	Repairs	\$ 2,400
Dean of Instruction	Repairs	958
	Administrative Contingency	2,919
To: Library	Equipment	\$ 2,388
Dean of Instruction	Equipment	2,388
Biology	Equipment	1,194
Chemistry	Equipment	307
M16. Transfer to provide for short-term temporary help.		
From: Dean of Instruction	Conferences	\$ 4,000
To: Dean of Instruction	Short-Term Temporary	\$ 4,000
M17. Transfer to provide for a software license, library books and subscriptions. (Fund 12, Resource 1190)		
From: Instructional Materials	Instructional Supplies	\$ 20,300
To: Instructional Materials	Comp Software Maint/Lic	\$ 300
	Books/New & Expd Library	10,000
	Library Subscriptions	10,000
M18. Transfer to purchase supplies and a laptop, and to provide for copying and printing, repairs, and cellular telephone service.		
From: Technology Support Services	Student Help - Non-Instr	\$ 2,861
To: Technology Support Services	Supplies	\$ 600
	Equipment	756
	Copying and Printing	5
	Repairs	1,000
	Cellular Telephone	500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M19. Transfer to purchase instructional supplies.		
From: Physical Education	Rents and Leases	\$ 1,850
To: Physical Education	Instructional Supplies	\$ 1,850
M20. Transfer to purchase computers and a reverse osmosis water purification system.		
From: Fire Technology	Rents and Leases	\$ 5,000
Biology	Repairs	1,300
Anatomy & Physiology	Repairs	1,300
To: Dean of Instruction	Equipment	\$ 5,000
Biology	Equipment	2,600
M21. Transfer to purchase computers and printers.		
From: Student Personnel Administration	Supplies	\$ 7,000
	License Fees	16,376
To: Student Personnel Administration	Equipment	\$ 23,376
M22. Transfer to provide for short-term temporary help.		
From: Commencement	Supplies	\$ 600
To: Commencement	Short-Term Temporary	\$ 600
M23. Transfer to purchase food, supplies, and a computer. (Fund 12, Resource 1190)		
From: Student Financial Aid Admin	Classified FT	\$ 7,500
To: Student Financial Aid Admin	Food	\$ 1,000
	Supplies	4,000
	Equipment	2,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M24. Transfer to purchase food and instructional supplies. (Fund 12, Resource 1190)		
From: Gates Implementation	Conferences	\$ 4,061
To: Gates Implementation	Food	\$ 626
	Instructional Supplies	3,435

District Office and District Support Services

D1. Transfer to purchase ergonomic protective vests. (Fund 61, Resource 6110)		
From: Risk Management	Self Insurance Claims	\$ 12,696
To: Risk Management	Equipment	\$ 12,696

D2. Transfer to purchase a computer, laminator, and air scrubber.		
From: Production Printing	Repair Parts	\$ 381
	Repairs	6,454
To: Production Printing	Equipment	\$ 6,835

D3. Transfer to purchase a software license. (Fund 12, Resource 1190)		
From: Adult Education Block Grant	Employee Benefits	\$ 26,600
To: Adult Education Block Grant	Comp Software Maint/Lic	\$ 26,600

D4. Transfer to purchase a computer, cell phones, iPads, and a recorder.		
From: Information Services	Comp Software Maint/Lic	\$ 16,300
To: Information Services	Equipment	\$ 16,300

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D5. Transfer to purchase computer software, audio/visual projector systems, and power lift cots. (Fund 12, Resource 1190)		
From: Perkins Title IC	Academic Special Project	\$ 111
	Classified FT Administrator	2,500
	Classified FT	19,991
	Short-Term Temporary	15,284
	Student Help – Non-Instr	10,000
	Employee Benefits	20,760
	Reference Books	2,000
	Instructional Supplies	750
	Copying and Printing	4,968
	Software	9,668
	Supplies	4,009
	Professional Services	2,019
	Conferences	14,823
	Rents and Leases	2,600
	Comp Software Maint/Lic	58,786
	Other Services	12,284
To: Perkins Title IC	Equipment	\$ 180,553

Agenda Item (VI-B-3-a)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 58-17/18 – 2017-2018 Proposition 39 Clean Energy Workforce Program
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$100,000 to the budget.

Background Narrative:

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

Prepared By: Irving Hendrick, Interim President, Riverside City College
Kristine DiMemmo, Dean of Instruction

Attachments:

[05152018_Resolution No. 58-17/18 – Proposition 39 Clean Energy Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 58-17/18

2017-2018 Proposition 39 Clean Energy Workforce Program

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 May 15, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 58-17/18
 2017-2018 Proposition 39 Clean Energy Workforce Program**

Year	County	District	Date	Fund
18	33	07	5/15/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	D00	1190	0	0000	0031	8658	100,000	00	REVENUE
									EXPENDITURES
12	DJC	1190	0	6010	4031	4320	15,000	00	Instructional Supplies
12	DJC	1190	0	6010	4031	5220	5,000	00	Conferences
12	DJC	1190	0	6010	4031	6481	20,000	00	Other Supplies
12	DJC	1190	0	6010	4031	6482	60,000	00	Consultants
							100,000	00	TOTAL REVENUE
							100,000	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-b)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 59-17/18 – 2017-2018 Disabled Students Support Services 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 \$43,144 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2017-2018 Disabled Students Support Services Program in the amount of \$43,144 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$21,572 and Moreno Valley College - \$21,572. The funds will be used for salaries, benefits, and other operational expenses of the program.

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:

[05152018_Resolution No. 59-17/18 – Disabled Students Support Services](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 59-17/18

2017-2018 Disabled Students Support Services Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$43,144 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 May 15, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 59-17/18
 2017-2018 Disabled Students Support Services Program**

Year	County	District	Date	Fund
18	33	07	5/15/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0180	8621	21,572 00	REVENUE
12	F00	1190	0	0000	0180	8621	21,572 00	↓
								EXPENDITURES
12	DZP	1190	0	6420	2180	5890	21,572 00	Other Services
12	FZP	1190	0	809	0180	2449	17,498 00	Instructional Aides Hrly
12	FZP	1190	0	809	0180	3315	254 00	Employee Benefits
12	FZP	1190	0	809	0180	3450	35 00	↓
12	FZP	1190	0	809	0180	3510	9 00	↓
12	FZP	1190	0	809	0180	3610	175 00	↓
12	FZP	1190	0	6420	0180	4590	3,601 00	Office and Other Supplies
							43,144 00	TOTAL REVENUE
							43,144 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-c)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 60-17/18 – 2017-2018 Guided Pathway 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 \$926,030 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received funding for the 2017-2018 Guided Pathways Program in the amount of \$926,030 from the California Community Colleges Chancellor's Office. The funding by college follows: Riverside City College - \$473,089, Norco College - \$218,575, and Moreno Valley College - \$234,366. The funds will be used for salary, 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
FeRita Carter, Vice President of Student Services (RCC)
Monica Green, Vice President, Student Services (NC)
Carlos Lopez, Interim Vice President, Academic Affairs

Attachments:

[05152018_Resolution No. 60-17/18 – Guided Pathways Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 60-17/18

2017-2018 Guided Pathways Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$926,030 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 May 15, 2018.

Clerk or Authorized Agent

12	FJA	1190	0	6010	2074	1219	118,121	00	Acad FT Non-Instructional
12	FJA	1190	0	6010	2074	1490	29,530	00	Acad Special Project
12	FJA	1190	0	6010	2074	3130	21,306	00	Employee Benefits
12	FJA	1190	0	6010	2074	3335	2,141	00	
12	FJA	1190	0	6010	2074	3430	18,703	00	
12	FJA	1190	0	6010	2074	3530	74	00	
12	FJA	1190	0	6010	2074	3470	295	00	
12	FJA	1190	0	6010	2074	3630	1,477	00	↓
12	FJA	1190	0	6010	2074	4320	3,854	00	Instructional Supplies
12	FJA	1190	0	6010	2074	4590	3,865	00	Office and Other Supplies
12	FJA	1190	0	6010	2074	5220	25,000	00	Conferences
12	FJA	1190	0	6010	2074	5649	10,000	00	Comp Software Maint/Lic
							926,030	00	TOTAL REVENUE
							926,030	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-d)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 61-17/18 – 2017-2018 Campus Safety and Sexual Assault 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 \$64,937 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received funding for the 2017-2018 Campus Safety and Sexual Assault Program in the amount of \$64,937 from the California Community Colleges Chancellor's Office. The funding by college follows: Riverside City College - \$29,217, Norco College - \$18,140, and Moreno Valley College - \$17,580. The funds will be used for lecturers.

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

Attachments:

[05152018_Resolution No. 61-17/18 – Campus Safety and Sexual Assault Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 61-17/18

2017-2018 Campus Safety and Sexual Assault Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$64,937 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 May 15, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 61-17/18
 2017-2018 Campus Safety and Sexual Assault Program**

Year	County	District	Date	Fund
18	33	07	5/15/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0053	8659	29,217 00	REVENUE
12	E00	1190	0	0000	0053	8659	18,140 00	↓
12	F00	1190	0	0000	0053	8659	17,580 00	↓
								EXPENDITURES
12	DZA	1190	0	6450	0053	5120	29,217 00	Lecturers
12	EZD	1190	0	6440	0053	5120	18,140 00	Lecturers
12	FZA	1190	0	6450	0053	5120	17,580 00	Lecturers
							64,937 00	TOTAL REVENUE
							64,937 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-e)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 62-17/18 – 2017-2018 Student Health and Wellness Program
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$5,000 to the budget.

Background Narrative:

The Riverside Community College District's Riverside City College has received funding for the 2017-2018 Student Health and Wellness Program in the amount of \$5,000 from the California Community Colleges Chancellor's Office. The funds will be used for supplies, food, and other operational expenses of the program.

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

Attachments:

[05152018_Resolution No. 62-17/18 – Student Health and Wellness Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 62-17/18

2017-2018 Student Health and Wellness Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$5,000 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 May 15, 2018.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 62-17/18
 2017-2018 Student Health and Wellness Program**

Year	County	District	Date	Fund
18	33	07	5/15/2018	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0235	8627	5,000 00	REVENUE
								EXPENDITURES
12	DZD	1190	0	6440	0235	4555	37 00	Copying and Printing
12	DZD	1190	0	6440	0235	4590	2,210 00	Supplies
12	DZD	1190	0	6440	0235	4710	1,131 00	Food
12	DZD	1190	0	6440	0235	5890	1,622 00	Other Services
							5,000 00	TOTAL INCOME
							5,000 00	TOTAL EXPENDITURES

Agenda Item (VI-B-5-a)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Bid Award for Remodel of the Quadrangle Building Project
College/District	Riverside
Funding	State Scheduled Maintenance
Recommended Action	It is recommended that the Board of Trustees award Bid Number 2017/18-21, Remodel of the Quadrangle Building at Riverside City College in the total amount of \$438,000 to Snyder & Snyder Construction, Inc.

Background Narrative:

On April 24, 2018, the District received bids in response to an Invitation for Bid solicitation for the Remodel of the Quadrangle Building at Riverside City College. The project consists of a partial remodel of specified classrooms of the Quadrangle Building.

See the attached Lowest Responsive and Responsible Bidders summary.

References for Snyder & Snyder Construction, Inc. were checked by District staff and found to be satisfactory.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Raymond West, Vice President, Business Services (RCC)
Majd Askar, Director of Business Services

Attachments:

[05152018_Lowest Responsive and Responsible Bidders Summary](#)

Remodel Quadrangle of the Quadrangle Building At Riverside City College

<u>Contractor</u>	<u>Location</u>	<u>Total Bid</u>
Snyder & Snyder Construction, Inc.	Alta Loma, CA	\$438,000
Granville Contracting & Management, Inc.	Newport Beach, CA	\$458,569

Agenda Item (VI-B-5-b)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Bid Award for Auto Tech Drywall Restoration and Paint Project
College/District	District
Funding	State Scheduled Maintenance
Recommended Action	It is recommended that the Board of Trustees award Bid Number 2017/18-30, Auto Tech Dry Wall Restoration and Paint at Riverside City College in the total amount of \$169,800 to Snyder & Snyder Construction, Inc.

Background Narrative:

On April 16, 2018, the District received bids in response to an Invitation for Bid solicitation for the Auto Tech Drywall Restoration and Paint Project at Riverside City College. The project consists of removing a drywall located in the middle of the building, relocating all conduits and wires, and painting the entire building.

See the attached Lowest Responsive and Responsible Bidders summary.

References for Snyder & Snyder Construction, Inc. were checked by District staff and found to be satisfactory.

Prepared By: Irving Hendrick, Interim President, Riverside City College
Raymond West, Vice President, Business Services (RCC)
Majd Askar, Director of Business Services

Attachments:

[05152018_Lowest Responsive and Responsible Bidders Summary](#)

Auto Tech Drywall Restoration and Paint Project Riverside City College

<u>Contractor</u>	<u>Location</u>	<u>Total Bid</u>
Snyder & Snyder Construction, Inc.	Alta Loma, CA	\$169,800
Three Peaks Corp.	Calimesa, CA	\$182,360
Pacific Contractors Group	City of Northridge, CA	\$184,000

Agenda Item (VI-B-5-c)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-c)
Subject	Purchase of Lighting Products, Installation and Warranty, Utilizing the California Multiple Award Schedules (CMAS) Contract Number 4-12-56-0046A.
College/District	District
Funding	Proposition 39, The California Clean Energy Jobs Act
Recommended Action	It is recommended that the Board of Trustees approve the purchase of lighting products, installation and warranty, from Hallpass Capital, Inc., dba GonLED, utilizing CMAS contract number 4-12-56-0046A.

Background Narrative:

The California Multiple Award Schedules (CMAS) offers a wide variety of products and services at prices that have been assessed to be fair, reasonable and competitive. CMAS contracts are established by the State of California, Department of General Services for use by all California state and local government agencies that are empowered to expend public funds for the acquisition of products and services. Public Contract Code 10298 authorizes state and local agencies to contract with suppliers awarded CMAS contracts without further competitive bidding.

Riverside Community College District utilizes multiple vendors to purchase lighting products, installation and warranties. Staff recommends use of the CMAS awarded contract number 4-12-56-0046A, as one source for the purchase of lighting products, installation and warranty, from Hallpass Capital, Inc., dba GonLED. The term for CMAS contract number 4-12-56-0046A is through August 31, 2022. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that these contracts best meet 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-d)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-d)
Subject	Purchase Indoor-Outdoor Athletic Surfacing with Related Equipment Products and Supplies, Utilizing the National Joint Powers Alliance (NJPA) Contract Number 082114-MSL.
College/District	District
Funding	Proposition 39, The California Clean Energy Jobs Act
Recommended Action	It is recommended that the Board of Trustees approve the purchase of indoor-outdoor athletic surfacing with related equipment products and supplies, from Musco Sports Lighting, utilizing the National Joint Powers Alliance (NJPA) Contract Number 082114-MSL.

Background Narrative:

National Joint Powers Alliance (NJPA), a national government purchasing cooperative, maintains lists of contracts for goods and services awarded to multiple vendors. NJPA reduces the cost of purchased goods and services for participating agencies by aggregating their purchasing power nationwide. This is accomplished through competitively solicited contracts with lead public agencies. Public Contract Code 20652 authorizes state and local agencies to piggyback on existing bids properly advertised and awarded by other public entities.

Riverside Community College District utilizes multiple vendors to purchase indoor-outdoor athletic surfacing with related equipment products and supplies. Staff recommends use of the National Joint Powers Alliance (NJPA) Contract Number 082114-MSL, as one source to purchase goods and services from Musco Sports Lighting. The term for NJPA contract number 082114-MSL is through September 16, 2018, renewable on an annual basis. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that these contracts best meet 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-6-a)

Meeting	5/15/2018 - 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 \$1,182,676 for the period of April 01, 2018 through April 30, 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:

[05152018_Contracts and Agreements Less than \\$90,200 Report \(April\)](#)

Contracts and Agreements Report-All District Resources
 \$90,200 and Under
 4/01/18 thru 4/30/18

PO#	Department	Vendor	Business Location	Description	Amount
C0005963	Career & Technical Ed - Riverside	Best Western	San Diego	Meeting Expenses	\$ 9,959
C0005967	Career & Technical Ed. Projects	Palo Verde Community College	Blythe	Grant / Contract Sub Agreements	77,500
C0005968	Grants & Contract Services - Riverside	Science Foundation Arizona	Scottsdale, AZ	Stem Pathways Strategic Planning	30,000
C0005969	Health Services - Riverside	Regents of the University of California	Riverside	Mobile Rock Wall for Health Fair	706
C0005973	Customized Solutions	Business Cavalry, LLC	San Pedro	Training & Development for Fleetwood	6,900
C0005974	Food Services - Riverside	On Premise Products	El Cajon	Outdoor Food Service Kiosk	86,457
C0005975	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	18,454
C0005976	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	20,939
C0005977	Associate VC, Instruction	Marriott	Riverside	Meeting Expenses	1,800
C0005978	Workforce Preparation - Riverside	El Camino Community College District	Hawthorne	Student Success and Support Program Services	65,000
C0005979	Workforce Preparation - Riverside	Lake Tahoe Community College District	Lake Tahoe	Student Success and Support Program Services	90,000
C0005981	Workforce Preparation - Riverside	Mendocino College	Ukiah	Rural Technology Assistance	90,000
C0005982	Workforce Preparation - Riverside	Feather River Community College District	Quincy	Rural Technology Assistance	90,000
C0005983	Performance Riverside	Tams-Witmark Music Library, Inc.	New York, NY	Rents and Leases	13,846
C0005984	Workforce Preparation - Riverside	Barker-Garcia, Deborah J.	Alta Loma	On-Line Technology Projects Consultant	90,000
C0005985	Safety & Police - Riv., Norco & Moreno Valley	Pacific Parking Systems, Inc.	Irvine	Repairs - Service	11,400
C0005986	Public Affairs & Institutional Advancement	Meltwater News US Inc.	San Francisco	Online News and Social Media Sources	12,000
C0005987	RCCD Foundation	Sharp Electronics Corp.	Pasadena	Repairs - Service	458
C0005988	Career Tech Ed., Ed. Services, & AVC, Instruction	Enrollment Rx, LLC	Schiller Park, IL	Computer Software Maint/Lic	55,400
C0005989	Workforce Preparation - Riverside	CPR Fast N Easy	Temecula	First Aid/CPR Workshop	6,000
C0005990	Food Services - Riverside	Oracle America, Inc.	Redwood Shores	POS Upgrades & Kiosk Work Station	16,502
C0005991	Career & Technical Ed. Projects	San Bernardino Community College District	San Bernardino	Grant / Contract Sub Agreements	61,000
C0005993	Career & Technical Ed - Norco	Substance Media, Inc.	Baldwin Park	Refresh Animation Services	8,000
C0005994	Facilities - Riverside	Champion Electric, Inc.	Riverside	Bid Award: Parking Structure LED Lighting Installation	56,800
C0005995	Information Services	SGH Architects, Inc.	Redlands	NOC Fire Suppression System	33,400
C0005996	International Students - Riverside	Alfa Beta Institute Pvt. Ltd.	Baghmata, Nepal	Agent & Student Recruitment Fees	500
C0005997	Career & Technical Ed - Norco	Substance Media, Inc.	Baldwin Park	Apprenticeship Animation	12,000
N/A	School of Nursing	Grand Canyon University	Phoenix, AZ	Educational Field Experience Program	No Cost
N/A	Career & Technical Ed. Projects	Grossmont-Cuyamaca Community College	El Cajon	Prop 39 Improvement Funding Project	No Cost
N/A	Career & Technical Ed. Projects	Jurupa Unified School District	Jurupa Valley	Articulation Agreement for ADM-1	No Cost
N/A	Career & Technical Ed. Projects	Jurupa Unified School District	Jurupa Valley	Articulation Agreement for ADM-71A	No Cost
N/A	Career & Technical Ed. Projects	Riverside County Office of Education	Riverside	Articulation Agreement PHO-20	No Cost
N/A	School of Nursing	County of San Bernardino	Colton	Clinical Rotations for Nursing Students	No Cost
N/A	Strategic Communication	McGraw Hill	Dubuque, IA	Use of RCCD Logo	No Cost
N/A	Business & Financial Services	Piper Jaffray & Co.	San Francisco	Engagement Letter	No Cost
N/A	Career & Technical Ed. Projects	Jurupa Unified School District	Jurupa Valley	Articulation Agreement PHO-20	No Cost
N/A	Career & Technical Ed. Projects	Jurupa Unified School District	Jurupa Valley	Articulation Agreement AUT -50	No Cost
N/A	Customized Training	Roger A Hillard DBA Your OSHA Trainer	Wildomar	OSHA Training Services	No Cost
N/A	Career & Technical Ed. Projects	Riverside County Office of Education	Riverside	Articulation Agreement HET-79	No Cost
Additions to Approved/Ratify Contracts of \$90,200 and Under					
C0004493	Student Services - Riverside	National Student Clearinghouse	Herndon, VA	Memberships	425
C0004521	Performance Riverside	Tickets.com	Costa Mesa	Computer Software Maint/Lic	2,743
C0004788	Information Services	Collegenet, Inc.	Portland, OR	Computer Software Maint/Lic	34,980
C0005171	Early Childhood Studies - Riv. & Moreno Valley	Leader Services	Hazleton, PA	Medi-Cal Administrative Activities Claims Services	2,813
C0005212	Dean of Instruction - Moreno Valley	Shred-It USA, LLC	Blue Ash, OH	Shredding Services	400
C0005399	RCCD Foundation	Wells Fargo Bank	Los Angeles	Rents and Leases	333
C0005496	International Students - Riverside	United Education Consulting, Inc.	City of Industry	Agent & Student Recruitment Fees	1,951
C0005513	International Students - Riverside	ELS Language Centers	Princeton, NJ	Agent & Student Recruitment Fees	1,000
C0005536	Risk Management	Apple Valley Communications, Inc.	Apple Valley	Security Improvements - Phase 2	18,140

Contracts and Agreements Report-All District Resources
 \$90,200 and Under
 4/01/18 thru 4/30/18

PO#	Department	Vendor	Business Location	Description	Amount
C0005569	Dean of Instruction - Riverside	Konica Minolta Business Solutions	San Bernardino	Repairs - Service	350
C0005678	Human Resources & Diversity	Keenan & Associates	Torrance	Employee Benefits Consulting Services	30,120
C0005706	Business Operations - Moreno Valley	Pandora Media, Inc.	Oakland	Advertising	12,486
C0005745	Career & Technical Ed. Projects	Interact Communications, Inc.	La Crosse, WI	Amend. #1/Increase in Contract Amount	45,500
C0005753	Workforce Preparation - Riverside	Phillips, Carol J	Riverside	Workshop Facilitator	375
C0005755	Workforce Preparation - Riverside	Friend, Cherie L	Murrieta	Workshop Facilitator	1,100
C0005761	Workforce Preparation - Riverside	Life Link CPR Training	Riverside	First Aid/CPR Workshop	4,000
C0005763	Workforce Preparation - Riverside	Camacho-Reeves, Marisol	Riverside	Workshop Facilitator	350
C0005788	Administrative Support Center - Riverside	Konica Minolta Business Solutions	San Bernardino	Repairs - Service	21,164
C0005922	Facilities - Norco	United Paving Company	Corona	Access and Egress to Norco College	6,075
C0005950	Workforce Preparation - Riverside	MISFIT	Sacramento	EOPS Outreach Program	33,350
N/A	Career & Technical Ed. Projects	AVID Learning Partner	Burlington, MA	Amend. #1/Additional Sibelius License	No Cost
N/A	School of Nursing	California State University - Fullerton	Fullerton	Amend. #2/Extends the Term to 05/15/21	No Cost
N/A	Fine & Performing Arts	Actors' Equity Association	North Hollywood	Actor's Agreement for Little Mermaid Show	No Cost
N/A	Fine & Performing Arts	Actors' Equity Association	North Hollywood	Actor's Agreement for Little Mermaid Show	No Cost
				Total	<u>\$ 1,182,676</u>

Agenda Item (VI-B-6-b)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Agreements for Administration of the Strong Workforce Program with 5 Community College Districts for the Inland Empire/Desert Region related to the Healthcare (Nursing & Allied Health) Educator Bootcamp project.
College/District	Riverside
Funding	Strong Workforce Program
Recommended Action	It is recommended that the Board of Trustees approve the five (5) Inland Empire/Desert Region Strong Workforce Program Participation Agreements with Chaffey Community College District, College of the Desert, Mt. San Jacinto Community College District, San Bernardino Community College District, and Victor Valley Community College District in the amount of \$64,421.

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. SWFAgreementTables P10 (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 Exhibits2017_P10 and Participation Agreement P10 below). 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_P10](#)
[SWFAgreementTables_P10](#)
[Participation Agreements_P10](#)

P10 Healthcare Educator Bootcamp

PROJECT DESCRIPTION

Recent changes in the healthcare arena, as well as in today's technology-oriented healthcare students, require new teaching and learning methodologies, paradigms, and innovative curricula for the delivery of quality education. These changes are further exacerbated in many healthcare programs due to the average experienced educator age being 62.2 years old (AACN Faculty Shortage Sheet, 2017), contributing to the current 7.9% faculty position vacancy rate. For faculty that are recruited and hired to replace these experienced retiring faculty, the literature notes that lack of orientation and professional development are negatively associated with poor faculty retention rates. Further, the literature notes that most healthcare faculty today were not originally trained to be educators, but were instead trained as expert clinicians (Baker, 2010). This lack of qualified and well-prepared educators, who are not trained in the most current and relevant educational and healthcare advances and are not receiving the support they need to transition to their new roles, render it difficult to produce the best possible healthcare career graduates. It also makes it difficult for programs to continue to maintain and expand enrollments in these needed healthcare fields, through both increasing student numbers and in improvement of student retention and completion rates. The proposed IEDRC Nursing and Allied Health Educator Bootcamp and Support Program will target 31 new educators per year (62 total) with less than 5 years of experience (preference given to the most recently hired). The program will provide educators with the knowledge, skills, and support needed for them to learn engaging and creative teaching/learning strategies; rethink traditional models of clinical education; write and analyze test items; design engaging simulation learning environments; use concept mapping effectively; assess learning to validate student success; develop and use evidence-based clinical evaluation tools; and improve student completion and retention rates. The proposed IEDRC project, the Nursing and Allied Health Educator Bootcamp and Support Program, will benefit all regional colleges with these highly needed nursing and allied health programs that want to participate, including: Copper Mountain College, College of the Desert, Victor Valley College, Riverside City College, Mt San Jacinto College, Chaffey College, and San Bernardino Valley College. These colleges are a fair representation of the colleges with the IEDRC region.

Industry Sector: Health

Lead Institution: Riverside City College

WORKPLAN

RISKS:

The lack of shared interest and collaborative investment would be a risk for the success of this project.

Responsible Person: Sandy Baker (sandy.baker@rcc.edu)

Lead Institution or Partner: Riverside City College

Participating Institutions: Chaffey College, College of the Desert, Mt. San Jacinto College, San Bernardino Valley College, Victor Valley

MAJOR ACTIVITIES:

An emersion program for healthcare faculty educators that consist of:

- 1) a two to three (2-3)-day Educator Boot Camp;
- 2) attendance at regional HWI-sponsored and other available professional development offerings, to include the two (2)-day Innovations in Health Occupations Education Conference offered annually in January;
- 3) assigned mentors for new faculty with a designated yearly calendar of topics to discuss and set meetings or phone conferences (minimum of four) throughout the academic year.

MAJOR OUTCOMES:

To build capacity and create viable long term pathway for onboarding healthcare educators.

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
P10. Healthcare (Nursing & Allied Health) Educator Bootcamp				
Total by Allocation Year		\$ 81,990	\$ 81,990	
Chaffey	1000	\$ 2,500	\$ 2,500	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
Chaffey	3000	\$ 750	\$ 750	Benefits for Faculty Stipends (30%)
Chaffey	4000	\$ 1,391	\$ 1,391	Materials & Supplies for professional activities
Chaffey	5000	\$ 10,000	\$ 10,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)
College of the Desert	1000	\$ 2,000	\$ 2,000	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
College of the Desert	3000	\$ 600	\$ 600	Benefits for Faculty Stipends (30%)
College of the Desert	4000	\$ 1,113	\$ 1,113	Materials & Supplies for professional activities
College of the Desert	5000	\$ 8,000	\$ 8,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)
Mt. San Jacinto	1000	\$ 2,000	\$ 2,000	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
Mt. San Jacinto	3000	\$ 600	\$ 600	Benefits for Faculty Stipends (30%)
Mt. San Jacinto	4000	\$ 1,113	\$ 1,113	Materials & Supplies for professional activities
Mt. San Jacinto	5000	\$ 8,000	\$ 8,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)
Riverside City	1000	\$ 3,000	\$ 3,000	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
Riverside City	3000	\$ 515	\$ 515	Benefits for Faculty Stipends (30%)
Riverside City	4000	\$ 2,054	\$ 2,054	Materials & Supplies for professional activities
Riverside City	5000	\$ 12,000	\$ 12,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)
San Bernardino Valley	1000	\$ 2,500	\$ 2,500	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
San Bernardino Valley	3000	\$ 750	\$ 750	Benefits for Faculty Stipends (30%)
San Bernardino Valley	4000	\$ 1,391	\$ 1,391	Materials & Supplies for professional activities
San Bernardino Valley	5000	\$ 10,000	\$ 10,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)
Victor Valley	1000	\$ 2,000	\$ 2,000	Faculty Stipends for Mentors(\$500/faculty x 31 Mentees) + bootcamp development (for each year)
Victor Valley	3000	\$ 600	\$ 600	Benefits for Faculty Stipends (30%)
Victor Valley	4000	\$ 1,113	\$ 1,113	Materials & Supplies for professional activities
Victor Valley	5000	\$ 8,000	\$ 8,000	Conference fee, hotel and airfare for a max. of 31/year identified healthcare educators to attend Educator Bootcamp (\$1800/faculty)Professional Development conference fees (\$200/faculty)

Table 1. Participation Agreements

District/College	Participation Agreement	Amount
Chaffey Community College District	2017/20-17-B	\$ 14,641
College of the Desert	2017/20-17-C	\$ 11,713
Mt. San Jacinto Community College District	2017/20-17-E	\$ 11,713
San Bernardino Community College District (San Bernardino Valley College)	2017/20-17-M	\$ 14,641
Victor Valley Community College District	2017/20-17-N	\$ 11,713
	TOTAL	\$ 64,421

Table 2. Exhibits

Exhibit Number	Proposal Title
2017/20-17-P10	Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp	\$ 14,641
	Total Cost	\$ 14,641

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

Dr. Sherrie Loewen
Dean of Health Sciences
e-mail: sherrie.loewen@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-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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp	\$ 11,713
	Total Cost	\$ 11,713

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

Carol Scobie
Director, Nursing & Allied Health
e-mail: cscobie@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-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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp	\$ 11,713
	Total Cost	\$ 11,713

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

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-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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp	\$ 14,641
	Total Cost	\$ 14,641

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

Carol Wells
Associate Dean, Director Nursing
e-mail: cwells@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-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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp

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-P10	P10 Healthcare (Nursing & Allied Health) Educator Bootcamp	\$ 11,713
Total Cost		\$ 11,713

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

Dr. JoAnn Munroe RN, MSN, DNP
Instructor
e-mail: joann.munroe@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-c)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Agreement Amendment for College and Career Access Pathways with Corona-Norco USD
College/District	Norco
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the College and Career Access Pathways agreement amendment.

Background Narrative:

On April 18, 2017, the Board of Trustees approved the Norco College partnership with Corona-Norco Unified School District (CNUUSD) to offer college courses on the Eleanor Roosevelt High School campus. The term of that agreement was three (3) years beginning on July 1, 2017 and ending on June 30, 2020.

Since that time, CNUUSD and Norco College have expanded the agreement to include Centennial High School, JFK Middle College High School, and Norco High School. Additionally, beginning August 1, 2018 the term of the agreement has been extended to January 1, 2022.

The revised agreement continues to take full advantage of AB288's College and Career Access Pathways (CCAP) Partnership Agreements legislation. CCAP allows community college districts to claim full-time equivalent student (FTES) and state apportionment for courses offered through CCAP provided that California Education Code (EC) and California Code of Regulations, Title 5 requirements are met.

The College and Career Access Pathways Agreement has been carefully drafted in collaboration with Norco College, Riverside Community College District, and Corona-Norco USD stakeholders. This represents an exciting opportunity, bringing Norco College, Eleanor Roosevelt High School, Norco High School and JFK Middle College High School together in a common effort to provide free college courses to high school students; and is part of the College's efforts to duplicate these efforts throughout the region.

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

Attachments:

[Corona Norco Agreement](#)

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2022**

This College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Riverside Community College District ("COLLEGE"), 3801 Market Avenue, Riverside, CA 92501, and Corona-Norco Unified School District ("SCHOOL DISTRICT"), 2820 Clark Avenue, Norco, CA 92860.

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 August 1, 2018 and ending on January 1, 2022, 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 partners. 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 SCHOOL DISTRICT 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 s t u d e n t s who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement.
- 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 COLLEGE and SCHOOL DISTRICT certify 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 a collaborative effort between high school and community college faculty to deliver an innovative remediation course as an intervention in student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

- 7.6 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.
- 7.7 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.
- 7.8 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.
- 7.9 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.
- 7.10 SCHOOL DISTRICT personnel selected to be instructors will be subject to the authority of the COLLEGE specifically with regard to their duties as instructors.
- 7.11 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)(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
Norco, CA 92860
Attn: Wolde-Ab Isaac, PhD., Chancellor

SCHOOL DISTRICT
Corona-Norco Unified School District
2820 Clark Ave.
Norco, CA 92860
Attn: Michael Lin, Ed.D., Superintendent

1. INTEGRATION

1.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

2. MODIFICATION AND AMENDMENT

2.1 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.

3. GOVERNING LAWS

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

4. COMMUNITY COLLEGE DISTRICT BOUNDARIES

4.1 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.

5. SEVERABILITY

5.1 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.

6. COUNTERPARTS

6.1 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: _____
CORONA-NORCO UNIFIED SCHOOL DISTRICT

By: _____
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 on behalf of Norco College (“COLLEGE”), 2001 third Street, Norco, CA 92860 and Corona-Norco Unified School District on behalf of Centennial High School (SCHOOL DISTRICT.”), 1820 Rimpau Ave., Corona, CA 92881

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	EMAIL
College: Norco	Maureen Sinclair, Ed.D. Project Director, Student Services	951-738-7746	maureen.sinclair @norcocollege.edu
School District: CNUSD	Sarah Ragusa	951-736-5101	sragusa@cnusd.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)* 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)*
- 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) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.
- b. Cost of instructional materials and books will be borne by either the College or the School District. The instructional materials and books purchased will remain the property of the purchaser and housed at the School District. This will be a yearly determination by both the School District and the College. Norco College will seek funding opportunities for grants to fund textbook funding for district students. Upon final determination of funding status from Norco College, the district will seek alternative funding. Students enrolled in CCAP courses held at the SCHOOL DISTRICT will not incur any required material and book costs. The COLLEGE will ensure, whenever possible, textbooks to remain the same throughout the term of the CCAP agreement.

4. **CCAP AGREEMENT PROGRAM YEAR: BEGINNING 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 DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of the student cohorts within the pathway.

Engineering/Mathematics Pathway Mathematics – School of Science, Technology, Engineering & Mathematics						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
ENE-30 Computer Aided Drafting (CAD)	ENE-42 Solidworks I	ENE-51 Blueprint Reading	MAN-55 Occupational Safety and Health Administration (OSHA)	ENE-30 Computer Aided Drafting (CAD)	ENE-42 Solidworks I	ENE-51 Blueprint Reading
*MAT-36 Trigonometry	*MAT-10 PreCalculus	*MAT-1A Calculus I	*MAT-1B Calculus II	*MAT-36 Trigonometry	*MAT-10 PreCalculus	*MAT-1A Calculus I
*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition
GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 College Success	GUI-45 College Success
Digital Graphics Pathway Graphic Design – School of Arts & Humanities						
		CIS-81 Introduction to Desktop Publishing using Adobe InDesign	ART-22 Basic Design	CIS-66 Web Development I	ART-39 Design and Graphics	CIS-81 Introduction to Desktop Publishing using Adobe InDesign
*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition
GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 College Success	GUI-45 College Success

BEGINNING PROGRAM YEAR: Fall, 2018 COLLEGE: Norco College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Corona-Norco Unified School District

HIGH SCHOOL: Centennial 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.
Students in a CTE Pathway.

TOTAL NUMBER OF STUDENTS TO BE SERVED: 125/year TOTAL PROJECTED FTES: 15/year

5. **BOOKS** - 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 to remain the same throughout the term of the CCAP agreement.

Course Name	Text	ISBN	Cost
Computer Aided Drafting ENE-30	Autocad 2017 Tutorial: First Lev. 2D Fund AUTOCAD+ITS APPL.: Basics 2917	99781631267352781630570378	\$50.00 \$90.00
Solidworks ENE-42	SOLIDWORKS 2017 BASIC TOOLS	9781630570583	\$52.00
Blueprint Reading ENE-51	Interpreting Engineering Drawings	9781133693598	\$167.00
Occupational Safety and Health Administration MAN-55	No Textbook Required		
Intro to Desktop Publishing using Adobe InDesign CIS-81	Pending		
Basic Design ART-22	No Textbook required		
English Composition ENG-1A	A Brief Guide to Writing from Readings (Stephan Wilhoit)	9780205245741	\$81.00
	Contemporary & Classic Arguments (Barnet & Benau)	9781457665325	\$38.00
Design and Graphics ART-39	Pending		
Critical thinking and Writing ENG-1B	Literature: A Portable Anthology (Gardner, et.al.)	9781319035341	\$51.35
Trigonometry MAT-36	Trigonometry, 8 th Edition (McKeague)	9781305652224	\$56.00 - \$238.35
PreCalculus MAT-10	PreCalculus, 10 th Edition (Sullivan)	9780321979070	\$99.05- \$247.60
Calculus I MAT-1A	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Calculus II MAT-1B	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Introduction to College GUI-45	No Textbook		

6. 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.

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 on behalf of Norco College (“COLLEGE”), 2001 third Street, Norco, CA 92860 and Corona-Norco Unified School District on behalf of Norco High School (SCHOOL DISTRICT.”), 2065 Temescal Ave., Norco, CA 92860.

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	EMAIL
College: Norco	Maureen Sinclair, Ed.D. Project Director, Student Services	951-738-7746	maureen.sinclair @norcocollege.edu
School District: CNUSD	Sarah Ragusa	951-736-5101	sragusa@cnusd.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)* 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)*
- 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) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.
- b. Cost of instructional materials and textbooks will be borne by either the COLLEGE or the SCHOOL DISTRICT. The instructional materials and textbooks purchased will remain the property of the purchaser and housed at the DISTRICT. This will be a yearly determination by both the SCHOOL DISTRICT and the COLLEGE. The COLLEGE will seek grants or other funding opportunities for textbooks for district students. Where such funding sources are not available, the COLLEGE will notify the SCHOOL DISTRICT in writing, and the SCHOOL DISTRICT will seek alternative measures to cover the textbook costs. Students enrolled in CCAP courses held at the SCHOOL DISTRICT will not incur any required material and book costs. The COLLEGE will ensure, whenever possible, textbooks to remain the same throughout the term of the CCAP agreement.

4. **CCAP AGREEMENT PROGRAM YEAR: BEGINNING 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 DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of the student cohorts within the pathway.

Engineering/Mathematics Pathway Mathematics – School of Science, Technology, Engineering & Mathematics						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
ENE-30 Computer Aided Drafting (CAD)	ENE-42 Solidworks I	ENE-51 Blueprint Reading	MAN-55 Occupational Safety and Health Administration (OSHA)	ENE-30 Computer Aided Drafting (CAD)	ENE-42 Solidworks I	ENE-51 Blueprint Reading
*MAT-36 Trigonometry	*MAT-10 PreCalculus	*MAT-1A Calculus I	*MAT-1B Calculus II	*MAT-36 Trigonometry	*MAT-10 PreCalculus	*MAT-1A Calculus I
*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition
GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 College Success	GUI-45 College Success
Digital Graphics Pathway Graphic Design – School of Arts & Humanities						
		CIS-81 Introduction to Desktop Publishing using Adobe InDesign	ART-22 Basic Design	CIS-66 Web Development I	ART-39 Design and Graphics	CIS-81 Introduction to Desktop Publishing using Adobe InDesign
*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition	*ENG-1B Critical Thinking and Writing	*ENG-1A English Composition
GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 Introduction to College	GUI-45 College Success	GUI-45 College Success	GUI-45 College Success

BEGINNING PROGRAM YEAR: Fall, 2018 COLLEGE: Norco College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Corona-Norco Unified School District

HIGH SCHOOL: Norco 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.
 Students in a CTE Pathway.

TOTAL NUMBER OF STUDENTS TO BE SERVED: 125/year TOTAL PROJECTED FTES: 15/year

5. **BOOKS** - 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 to remain the same throughout the term of the CCAP agreement.

Course Name	Text	ISBN	Cost
Computer Aided Drafting ENE-30	Autocad 2017 Tutorial: First Lev. 2D Fund AUTOCAD+ITS APPL.: Basics 2917	99781631267352781630570378	\$50.00 \$90.00
Solidworks ENE-42	SOLIDWORKS 2017 BASIC TOOLS	9781630570583	\$52.00
Blueprint Reading ENE-51	Interpreting Engineering Drawings	9781133693598	\$167.00
Occupational Safety and Health Administration MAN-55	No Textbook Required		
Intro to Desktop Publishing using Adobe InDesign CIS-81	Pending		
Basic Design ART-22	No Textbook required		
English Composition ENG-1A	A Brief Guide to Writing from Readings (Stephan Wilhoit)	9780205245741	\$81.00
	Contemporary & Classic Arguments (Barnet & Benau)	9781457665325	\$38.00
Design and Graphics ART-39	Pending		
Critical thinking and Writing ENG-1B	Literature: A Portable Anthology (Gardner, et.al.)	9781319035341	\$51.35
Trigonometry MAT-36	Trigonometry, 8 th Edition (McKeague)	9781305652224	\$56.00 - \$238.35
PreCalculus MAT-10	PreCalculus, 10 th Edition (Sullivan)	9780321979070	\$99.05- \$247.60
Calculus I MAT-1A	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Calculus II MAT-1B	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Introduction to College GUI-45	No Textbook		

6. 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.



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 on behalf of Norco College ("COLLEGE"), 2001 Third Street, Norco, CA 92860, and Corona-Norco Unified School District on behalf of John F. Kennedy Middle College High School (SCHOOL DISTRICT.), 1951 3rd St., Norco, CA 92860.

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	EMAIL
College: Norco	Maureen Sinclair, Ed.D. Project Director, Student Services	951-738-7746	maureen.sinclair @norcollege.edu
School District: CNUSD	Sarah Ragusa	951-736-5101	sragusa@cnusd.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)* 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)*
- 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) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.
- b. Cost of instructional materials and textbooks will be borne by either the COLLEGE or the SCHOOL DISTRICT. The instructional materials and textbooks purchased will remain the property of the purchaser and housed at the DISTRICT. This will be a yearly determination by both the SCHOOL DISTRICT and the COLLEGE. The COLLEGE will seek grants or other funding opportunities for textbooks for district students. Where such funding sources are

not available, the COLLEGE will notify the SCHOOL DISTRICT in writing, and the SCHOOL DISTRICT will seek alternative measures to cover the textbook costs. Students enrolled in CCAP courses held at the SCHOOL DISTRICT will not incur any required material and book costs. The COLLEGE will ensure, whenever possible, textbooks to remain the same throughout the term of the CCAP agreement.

4. **CCAP AGREEMENT PROGRAM YEAR: BEGINNING 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 DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of the student cohorts within the pathway.

Theater Arts Pathway School of Arts & Humanities						
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021
GUI-47 Career Exploration and Life Planning	THE-3 Introduction to the Theater					

BEGINNING PROGRAM YEAR: Fall, 2018 COLLEGE: Norco College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Corona-Norco Unified School District

HIGH SCHOOL: John F. Kennedy Middle College 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.
Students in a CTE Pathway.

TOTAL NUMBER OF STUDENTS TO BE SERVED: 38/year TOTAL PROJECTED FTES: 2 /year

5. **BOOKS** - 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 to remain the same throughout the term of the CCAP agreement.

Course Name	Text	ISBN	Cost
Career Exploration and Life Planning GUI-47	Career Choices & Changes: A Workbook to Discover Who You Are, What You Want, and How to Get It Workbook only		\$49.95
			\$11.95
Introduction to the Theater THE-3	Theatre Brief LL W/Connect >C<	9781260362428	\$106.65

6. 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)*
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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.)

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- 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.

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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)

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LOCATION	NAME	TELEPHONE	EMAIL
College: Norco	Maureen Sinclair, Ed.D. Project Director, Student Services	951-738-7746	maureen.sinclair @norcollege.edu
School District: CNUSD	Sarah Ragusa	951-736-5101	sragusa@cnusd.k12.ca.us

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- 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)* 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)*
- 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) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.
- b. Cost of instructional materials and textbooks will be borne by either the COLLEGE or the SCHOOL DISTRICT. The instructional materials and textbooks purchased will remain the property of the purchaser and housed at the DISTRICT. This will be a yearly determination by both the SCHOOL DISTRICT and the COLLEGE. The COLLEGE will seek grants or other funding opportunities for textbooks for district students. Where such funding sources are

not available, the COLLEGE will notify the SCHOOL DISTRICT in writing, and the SCHOOL DISTRICT will seek alternative measures to cover the textbook costs. Students enrolled in CCAP courses held at the SCHOOL DISTRICT will not incur any required material and book costs. The COLLEGE will ensure, whenever possible, textbooks to remain the same throughout the term of the CCAP agreement.

4. **CCAP AGREEMENT PROGRAM YEAR: BEGINNING 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 DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of the student cohorts within the pathway.

Business Administration Pathway					
Business Administration – School of: Business & Management					
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021
BUS-22 <i>Management Communications</i>	ACC-1A <i>Principles of Accounting, I</i>	BUS-18A <i>Business Law I</i>	BUS-20 <i>Business Mathematics</i>	BUS-22 <i>Management Communications</i>	ACC-1A <i>Principles of Accounting, I</i>
*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>
	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>
GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>
Engineering Pathway					
Mathematics - School of: Science, Technology, Engineering & Mathematics					
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021
*MAT-36 <i>Trigonometry</i>	*MAT-10 <i>PreCalculus</i>	*MAT-36 <i>Trigonometry</i>	*MAT-10 <i>PreCalculus</i>	*MAT-36 <i>Trigonometry</i>	*MAT-10 <i>PreCalculus</i>
*MAT-1A <i>Calculus I</i>	*MAT-1B <i>Calculus II</i>	*MAT-1A <i>Calculus I</i>	*MAT-1B <i>Calculus II</i>	*MAT-1A <i>Calculus I</i>	*MAT-1B <i>Calculus II</i>
*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>
	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>
GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>
Game Development Pathway					
Game Design/Game Programming – School of: Science, Technology, Engineering & Mathematics					
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021
GAM-35 <i>Intro. To Simulation and Game Development</i>	GAM-22 <i>Game Design Principals</i>	GAM-35 <i>Intro. To Simulation and Game Development</i>	GAM-22 <i>Game Design Principals</i>	GAM-35 <i>Intro. To Simulation and Game Development</i>	GAM-22 <i>Game Design Principals</i>
GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>
Administration of Justice					
Administration of Justice – School of: Social & Behavioral Studies					
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021
ADJ-2	ADJ-8 <i>Juvenile Law and Procedures</i>	SOC-20 <i>Introduction to Criminology</i>	ADJ-1	ADJ-2	ADJ-8 <i>Juvenile Law and Procedures</i>

<i>Principles and Procedures of the Justice System</i>		<i>(Possible Offering)</i>	<i>Introduction to the Administration of Justice</i>	<i>Principles and Procedures of the Justice System</i>	
GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>
*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>
Early Childhood Education					
Early childhood Education – School of: Social & Behavioral Studies					
Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021
EAR-20 <i>Child Growth and Development</i>	EAR-42 <i>Child, Family, and Community</i>	EAR-28 <i>Principles and Practices of Teaching Young Children</i>	PSY-1 <i>General Psychology</i>	EAR-20 <i>Child Growth and Development</i>	EAR-42 <i>Child, Family, and Community</i>
GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>	GUI-45 <i>Introduction to College</i>
*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>	*ENG-1A <i>English Composition</i>	*ENG-1B <i>Critical Thinking and Writing</i>

BEGINNING PROGRAM YEAR: Fall, 2018 COLLEGE: Norco College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Corona-Norco Unified School District

HIGH SCHOOL: Eleanor Roosevelt 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.
Students in a CTE Pathway.

TOTAL NUMBER OF STUDENTS TO BE SERVED: 125/year TOTAL PROJECTED FTES: 16/year

5. **BOOKS** - 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 to remain the same throughout the term of the CCAP agreement.

Course Name	Text	ISBN	Cost
English Composition ENG-1A	A Brief Guide to Writing from Readings (Stephan Wilhoit)	9780205245741	\$81.00
	Contemporary & Classic Arguments (Barnet & Benau)	9781457665325	\$38.00
Critical Thinking and Writing ENG-1B	Literature: A Portable Anthology (Gardner, et.al.)	9781319035341	\$51.35
Business Law I BUS 18A	Business Law I	9780324690040	\$162.00- \$216.00
Business Mathematics BUS-20	Pract. Bus. Math LL W Aleks Code	9781259981456	\$146.65
Management Communications BUS-22	Essentials of business...(LL) Package	9781305699199	\$130.35
Business Communications BUS-24	Excellence in Bus. Commun. (LL)-W/Access	9780134421810	\$143.55
Principles of Accounting I ACC-1A	Corporate Financial ACCTG W Cennow	9781337032032	\$120.65
Trigonometry MAT-36	Trigonometry, 8 th Edition (McKeague)	9781305652224	\$56.00 - \$238.35
PreCalculus MAT-10	PreCalculus, 10 th Edition (Sullivan)	9780321979070	\$99.05- \$247.60
Calculus I MAT 1A	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Calculus II MAT 1B	Calculus, Early Transcendentals, 8 th Edition (Stewart)	9781305270336	\$171.65- \$171.65
Introduction to College GUI-45	No Textbook		

Course Name	Text	ISBN	Cost
Introduction to Administration of Justice ADJ- 1	Criminal Justice in Action: Core	9781337092142	\$182.35
Principles and Procedures of the Justice system ADJ-2	Pending		
Juvenile Law and Procedures ADJ-8	Pending		
Introduction to Criminology SOC-20	Pending		
Intro. To Simulation and Game Development GAM-35	Unity Software Program		Existing Site License
Game Design Principals GAM-22	Unity Software Program		Existing Site License
Child Growth and Development EAR-20	Pending		
Child, Family, and Community EAR-42	Pending		
Principles and Practices of Teaching Young Children EAR-28	Pending		
General Psychology PSY-1	Pending		

6. 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 (VI-B-7)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

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

Prepared By: 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: May 15, 2018

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

Current:

Moreno Valley College

- 1) Mr. Bob Fontaine, Director and Associate Professor, Public Safety Education and Training, Ben Clark Training Center, to travel to Emmetsburg, Maryland, June 7 through 13, 2018, to attend the Facilitator Certification Seminar, International Public Safety Leadership and Ethics Institute. Estimated cost: \$2,326.99. Funding source: \$2,166.69 will be paid from Perkins Grant funds; and \$160.00 will be paid by the International Public Safety Leadership and Ethics Institute.
- 2) Mr. Jim Lambert, Fire Technology Instructor, Public Safety Education and Training, Ben Clark Training Center, to travel to Emmetsburg, Maryland, June 7 through 13, 2018, to attend the Facilitator Certification Seminar, International Public Safety Leadership and Ethics Institute. Estimated cost: \$1,876.99. Funding source: \$1,716.99 will be paid from Perkins Grant funds; and \$160.00 will be paid by the International Public Safety Leadership and Ethics Institute.
- 3) Ms. Frankie Moore, Coordinator, Student Activities, Student Services, to travel to New Orleans, Louisiana, May 29 through June 3, 2018, to accompany three (3) students to the National Conference on Race and Ethnicity. Estimated cost: \$7,816.89. Funding source: \$3,858.51 paid with General funds; and \$3,958.38 paid with Associated Students Moreno Valley College funds.

Norco College

- 1) Miss Anita Bailey, Student Success Coach, Student Equity, to travel to New Orleans, Louisiana, May 29 through June 2, 2018, to attend the National Conference on Race and Equity. Estimated cost: \$2,636.71. Funding source: Student Equity funds.
- 2) Mr. Mark DeAsis, Dean, Admissions and Records, to travel to Jersey City, New Jersey, June 22 through 25, 2018, to attend the Middle College National Consortium Professional Development Institute 2018. Estimated cost: \$3,279.59. Funding source: California Career Pathways Trust funds.
- 3) Mr. Daniel Landin, Educational Advisor, Admissions and Records, to travel to Jersey City, New Jersey, June 22 through 25, 2018, to attend the Middle College National Consortium Professional Development Institute 2018. Estimated cost: \$2,611.43. Funding source: California Career Pathways Trust funds.
- 4) Ms. Arezoo Marashi, Supplemental Instruction Coordinator, Learning Resource Center, to travel to Seattle, Washington, May 23 through 26, 2018, to accompany two (2) students to attend the 10th International Conference on Supplemental Instruction Conference. Estimated cost: \$4,510.32. Funding source: Title V Pathway Grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: May 15, 2018

- 5) Mr. Justin Mendez, Student Success Coach, Student Equity, to travel to New Orleans, Louisiana, May 29 through June 2, 2018, to attend the National Conference on Race and Equity. Estimated cost: \$2,560.19. Funding source: Student Equity funds.
- 6) Dr. Jason Parks, Dean of Instruction, to travel to Jersey City, New Jersey, June 22 through 25, 2018, to attend the Middle College National Consortium Summer Professional Development Institute 2018. Estimated cost: \$3,158.82. Funding source: California Career Pathways Trust funds.
- 7) Dr. Maureen Sinclair, Project Director, Career Pathways, to travel to Jersey City, New Jersey, June 22 through 25, 2018, to attend the Middle College National Consortium Professional Development Institute 2018. Estimated cost: \$3,579.69. Funding source: California Career Pathways Trust funds.
- 8) Ms. Erin Spurbeck, Assistant Professor, Counseling, to travel to Jersey City, New Jersey, June 22 through 25, 2018, to attend the Middle College National Consortium Professional Development Institute 2018. Estimated cost: \$3,515.34. Funding source: California Career Pathways Trust funds.

Riverside City College

- 1) Mr. Skip Berry, Assistant Professor, Computer Information Systems, to travel to Tampa, Florida, May 20 through 23, 2018, to attend the Certified Information Systems Security Professional & Item Writing Workshop. Estimated cost: \$1,675.58. Funding source: No cost to the district; the International Information Systems Security Certification Consortium will pay all expenses.
- 2) Mr. John Byun, Associate Professor, Music, to travel to Budapest and Debrecen, Hungary, July 2 through 12, 2018, to accompany thirty-two (32) students to the Bela Bartok Choral Competition. Estimated cost: \$54,600.00. Funding source: Chamber Singers Trust funds.
- 3) Ms. Kristine DiMemmo, Dean of Instruction, Career and Technical Education, to travel to Kansas City, Missouri, June 8 through 11, 2018, to attend the 2018 Accreditation Council for Business Schools and Programs Spring Conference. Estimated cost: \$2,640.09. Funding source: No cost to the district; all expenses paid by Accreditation Council for Business Schools and Programs.
- 4) Dr. Tonya Huff, Professor, Life Sciences, to travel to Matina and Limon, Costa Rica, June 20 through July 1, 2018, to attend the Regional Field Studies (BIO 31A/B). Estimated cost: \$3,595.00. Funding source: Ecology Project International funds.
- 5) Ms. LaNeshia Judon, Professor, Business Administration, to travel to Kansas City, Missouri, June 8 through 11, 2018, to attend the 2018 Accreditation Council for Business Schools and Programs Spring Conference. Estimated cost: \$2,705.91. Funding source: No cost to the district; all expenses paid by Accreditation Council for Business Schools and Programs.
- 6) Mrs. Cecilia Lusk, Interim Director, TRiO Student Support Services, to travel to Baltimore, Maryland, August 4 through 7, 2018, to attend the Priority 6 TRiO Training/Staff Development. Estimated cost: \$1,349.63. Funding source: TRiO Student Support Services Grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: May 15, 2018

- 7) Ms. Diana MacDougall, Professor, World Languages, to travel to Vancouver, Washington, July 10 through 15, 2018, to attend the 2018 Registry of Interpreters for the Deaf Region V Conference. Estimated cost: \$1,707.30. Funding source: Strong Workforce funds.
- 8) Dr. Inez Moore, Director, Academic Support, to travel to St. Louis, Missouri, July 15 through 18, 2018, to attend the College Reading and Learning Association Summer Institute for Tutor and Mentor Trainers. Estimated cost: \$2,568.65. Funding source: Basic Skills Initiative Grant funds.
- 9) Ms. Elena Santa Cruz, Administrative Assistant IV, Academic Affairs, to travel to Portland, Oregon, July 8 through 12, 2018, to attend the 2018 CollegeNET User Conference. Estimated cost: \$2,276.22. Funding source: General funds.
- 10) Mr. Kwokwai Siu, Assistant Professor, Applied Digital Media, Applied Technology, to travel to Elizabeth, Indiana, June 25 through 30, 2018, to accompany five (5) students to the National SkillsUSA Leadership Conference. Estimated cost: \$10,523.80. Funding source: \$4,023.80 paid from General funds; \$5,000 paid from Associated Students of RCC Trust funds; and \$1,500.00 donated by the Printing Industries Association.
- 11) Dr. Ward Schinke, Associate Professor, Political Science, to travel to Barcelona, Spain, May 21 through 27, 2018, to attend the XXXVI International Congress of the Latin American Studies Association. Estimated cost: \$3,170.36. Funding source: \$700.00 paid from General funds and \$2,470.36 self-funded.
- 12) Dr. Virginia White, Professor, Biology, Life Sciences, to travel to Martina and Limon, Costa Rica, June 20 through July 1, 2018, to accompany thirteen (13) students to the Regional Field Studies (BIO 31A/B). Estimated cost: \$50,330.00. Funding source: \$8,000 paid with General funds; \$3,595.00 paid with Ecology Project International funds; and \$38,735.00 is student funded.
- 13) Mr. Don Wilcoxson, Professor, Business Administration, to travel to Kansas City, Missouri, June 8 through 11, 2018, to attend the 2018 Accreditation Council for Business Schools and Programs Spring Conference. Estimated cost: \$1,873.36. Funding source: No cost to the district; all expenses paid by Accreditation Council for Business Schools and Programs.

Riverside Community College District

- 1) Ms. Mary Figueroa, Board Secretary, Board of Trustees, to travel to New York, New York, October 21 through 27, 2018, to attend the Association of Community College Trustees (ACCT) 2018 Annual Leadership Congress. Estimated cost: \$4,549.00. Funding source: General funds.
- 2) Mr. Bill Hedrick, Board Member, Board of Trustees, to travel to New York, New York, October 21 through 27, 2018, to attend the Association of Community College Trustees (ACCT) 2018 Annual Leadership Congress. Estimated cost: \$3,807.92. Funding source: General funds.

Agenda Item (VI-B-8-a)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Background Narrative:

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

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

Attachments:

[05152018_Surplus Property List](#)

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	CLUB CAR	VEHICLE, GOLF CART, PASSENGER, GASOLINE, 9.0 HP	2005 GAS LYNX	LX0509-484149	024525
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SUM1500RMXL2 U	PS0741332306	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SUM48RMXLBP2 U	QS0810120976	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192XLBP	IS0827005388	NONE
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SURT6000XLT	IQ1144000537	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192RMXLB P3U	8S1333F10906	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192XLBP	IS0822001622	NONE
1	COMPAQ	COMPUTER, SERVER	DL380	D109FSB1L085	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192XLBP	5S1136T08442	045010
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192RMXLB P3U	5S1202T03499	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192RMXLB P3U	5S1202T03495	NONE
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SURTD3000RMX LT3U	QS1338370962	NONE
1	CISCO	VPN 3000 CONCENTRATOR	CVPN3030-RED-BUN	CAM07219661	NONE
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SURT6000RMXL T3UQ	QQ1243250695	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192RMXLB P3U	8S1333F10995	045559
1	HP	COMPUTER, SERVER	DL380 G6	2M202302HC	NONE
1	APC	UPS EXTERNAL BATTERY FRAME	SURT192RMXLB P3U	IS0952003103	NONE
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SURT192RMXLB P3U	IS0952003105	NONE
1	HP	COMPUTER, SERVER	BL35P	USE61914NP	032582
1	HP	BLADE SERVER ENCLOSURE	GBE2	EAV7MJS16K	NONE
1	HP	COMPUTER, SERVER	DL360 G2	6J24JNT1R032	019524
1	HP	COMPUTER, SERVER	DL380 G4	USE509A1PX	NONE
1	HP	STORAGE ARRAY FOR SERVER	MSA1000	SGM507087	NONE
1	HP	STORAGE ARRAY FOR SERVER	MSA1000	SGM6116PD	NONE
1	HP	FIBRE CHANNEL SWITCH	A7450-63001	USJ0615A1G	NONE
1	HP	FIBRE CHANNEL SWITCH	A7450-63001	USJ0615A2E	NONE
1	STORAGE/ LSI	SVM CONTROLLER BOARD ARRAY	AP22C3SB2	XX001362	030998
1	STORAGE/ LSI	SVM CONTROLLER BOARD ARRAY	AP22C3SB2	XX001328	030999

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SUA2200XL	JS0732015588	039041
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SUA1000	AS0301120310	NONE
1	HP	POWER ENCLOSURE, BLADE SERVER	BLP 1U	USM6160128	NONE
1	APC	UNINTERRUPTIBLE POWER SUPPLY	SU1400RMXL3U	QS0534211535	NONE
1	PANASONIC	VHS/DVD PLAYER	AG-VP320	B6IA40355	030974
1	SHARP	TELEVISION, CRT	XM-2701	312366	003639
1	JVC	VCR, VHS	HR-XVC26U	079X2396	NONE
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330602223	021939
1	DYNEX	TELEVISION, LCD	DX-LDVD22-10A	DC13Q0E0100DX95H0352	NONE
1	HP	PRINTER, LASER, COLOR	CC470A	CNCCB4F1GT	041559
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	35LK5J1	038753
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	3P47QG1	039293
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	35LL5J1	038752
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	3LJF6J1	038303
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	4P47QG1	039294
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	1LJF6J1	038302
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	5P47QG1	039295
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	BM5D9P1	042966
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	HKJF6J1	038000
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	77S0TJ1	038765
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	HMMQH1	043862
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	2LJF6J1	038251
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	J6S0TJ1	038775
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	G6HP3P1	042818
1	DELL	COMPUTER, DESKTOP	PRECISION T1500	36QSBP1	043181
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	1Q54XX1	051786
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	BZLYVK1	041350
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 760	CZLYVK1	041346
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	HMMNHQ1	043860
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	HMKPHQ1	043871
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	BRKHKS1	48000
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	393SHS1	044908
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	BRMGKS1	48001
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	BRL9KS1	47996
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	3XWDMS1	48178
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5QTTR1	047165
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5VVTR1	047152
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5SSTR1	047150
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	BRLDKS1	48052
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	3ZTZLS1	47998
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5YTTR1	047181
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5DXTR1	047169
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G62TTR1	047206
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	CD2CKW1	052282

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	COMPUTER, DESKTOP	PRECISION T5400	2NPL3K1	038883
1	DELL	COMPUTER, DESKTOP	OPTIPLEX GX280	8W3VN71	031158
1	GATEWAY	COMPUTER, DESKTOP	E6610D	0039064535	035010
1	GATEWAY	COMPUTER, DESKTOP	E4650	0026962207	020571
1	GATEWAY	COMPUTER, DESKTOP	E6610D	0037286823	037564
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	L3A1632	038739
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	L3A1932	038955
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VXP	49045
1	LENOVO	COMPUTER, DESKTOP	7484-CTO	L3A1630	038741
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	9RN5VR1	047316
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	BRLCKS1	47995
1	DELL	COMPUTER, DESKTOP	PRECISION T1600	5215HQ1	043893
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5WZTR1	047207
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5XVTR1	047167
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	393NHS1	044909
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5ZWTR1	047183
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	393RHS1	044912
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5GVTR1	047171
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	393PHS1	044913
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	393QHS1	044914
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5RYTR1	047918
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	B89HNS1	48289
1	DELL	COMPUTER, DESKTOP	PRECISION T1600	5225HQ1	043886
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5NXTR1	047139
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5LXTR1	047142
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	HWMMFX1	051260
1	GATEWAY	COMPUTER, DESKTOP	E4300	003456340	025506
1	GATEWAY	COMPUTER, LAPTOP	M465E	0038889468	033067
1	GATEWAY	COMPUTER, LAPTOP	M680	0035432117	025440
1	APPLE	COMPUTER, LAPTOP	A1286	C02HF5VADV7M	048144
1	LENOVO	COMPUTER, LAPTOP	7454-CTO	LVZXG8H	038897
1	LENOVO	COMPUTER, LAPTOP	7454-CTO	LVZXG8K	038896
1	DELL	COMPUTER, LAPTOP	PRECISION M65	6C376B1	031930
1	DELL	COMPUTER, LAPTOP	LATITUDE D630	3VVX3H1	039448
1	DELL	COMPUTER, LAPTOP	LATITUDE D630	8BN1BD1	036346
1	DELL	COMPUTER, LAPTOP	LATITUDE D630	BKP1BF1	036303
1	HP	PRINTER, LASER, MONO	Q5401A	CNBXC45094	026742
1	HP	PRINTER, LASER, COLOR	Q5987A	CNWB39441	034344
1	HP	PRINTER, LASER, COLOR	Q5990A	CNBR519042	025432
1	CANON	SCANNER, FLATBED, COLOR	2924B002	KCYA63912	038856
1	HP	SCANNER, DOCUMENT, COLOR	C9910A	CN498TA023	026689
1	CANON	SCANNER, FLATBED, COLOR	2924B002	KCYA64928	038848
1	CANON	SCANNER, FLATBED, COLOR	2924B002	KCTY64930	038859

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	JVC	CAMERA, CCTV VIDEO, COLOR	TK-C9200	09240845	NONE
1	DELL	MONITOR, LCD	1907FPVT	CN-0C553H-74445-93N-A530	038779
1	LENOVO	MONITOR, LCD	4431-HE1	V1B7964	040287
1	SAMSUNG	MONITOR, LCD	S22C200NY	ZXBJHTNF30025B	49344
1	SAMSUNG	MONITOR, LCD	S22C200NY	ZXBJHTNF300213W	49340
1	GATEWAY	MONITOR, LCD	FPD1965	MRD5450H02307	026882
1	GATEWAY	MONITOR, LCD	FPD1965	MRD5450H02376	026883
1	GATEWAY	MONITOR, LCD	TFT1980PS	MW861B0H05789	065669
1	GATEWAY	MONITOR, LCD	FPD2275W	MXL77D0L00061	NONE
1	GATEWAY	MONITOR, LCD	FPD1965	MRD5450H02369	026881
1	GATEWAY	MONITOR, LCD	FPD1975	MSQ6450H00669	033531
1	GATEWAY	MONITOR, LCD	FPD1965	MSP6150H01269	031739
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330600335	022137
1	GATEWAY	MONITOR, LCD	FPD1965	MW86ZB0H06416	034615
1	GATEWAY	MONITOR, LCD	FPD1810	KUL8015B0074155	019038
1	GATEWAY	MONITOR, LCD	FPD1965	MRD5450H02395	026885
1	VIEWSONIC	MONITOR, LCD	VS14758	T6Q131021975	NONE
1	VIEWSONIC	MONITOR, LCD	VS14758	T6Q131021956	NONE
1	SAMSUNG	MONITOR, LCD	S22C200NY	ZXBJHTNF300217F	49337
1	SAMSUNG	MONITOR, LCD	193SGY19VSSB	GY19H9NX333664X	023469
1	GATEWAY	MONITOR, LCD	FPD1965	MW868B0H00977	032935
1	LENOVO	MONITOR, LCD	4431-HE1	V1B7960	040289
1	DELL	MONITOR, LCD	P1914SF	CN-0YPG30-72872-51C-DVUV	061152
1	DELL	MONITOR, LCD	E1913C	CN-06JX4Y-64180-37H-0E5M	48599
1	DELL	MONITOR, LCD	1907FPVT	CN-02553H-74445-93N-A184	038757
1	DELL	MONITOR, LCD	E173FPF	CN-0D5428-72872-54S-6LVL	031001
1	DELL	MONITOR, LCD	E190SB	CN-0F779N-74261-07G-4FVH	042823
1	DELL	MONITOR, LCD	E190SB	CN-0F779N-74261-07R-55AH	042825
1	DELL	MONITOR, LCD	1708FPT	CN-0C182J-74445-983-B7FL	041351
1	DELL	MONITOR, LCD	P190SB	CN-09M62C-74261-14J-0AYL	043874
1	DELL	MONITOR, LCD	E178FPB	MX-0XW368-74262-84M-4DDU	037909
1	DELL	MONITOR, LCD	P190ST	CN-0N39MB-74445-229-AQ0L	48089
1	DELL	MONITOR, LCD	P190SF	CN-09TVYF-72872-186-J721	47273
1	DELL	MONITOR, LCD	P190ST	CN-0RNMH6-74445-0BQ-C79L	043395
1	DELL	MONITOR, LCD	P190SF	CN-09TVFY-72872-18D-L5AI	047285

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR, LCD	P190SF	CN-09TVFY-72872-18D-K8DI	047279
1	DELL	MONITOR, LCD	P190SF	CN-09TVFY-72872-18D-K8AI	047251
1	DELL	MONITOR, LCD	P190SF	CN-09TVFY-72872-186-J78I	047281
1	DELL	MONITOR, LCD	P190SF	CN-0PN59G-74261-18N-3L3U	047397
1	DELL	MONITOR, LCD	P1914S	CN-0YGP39-72872-51C-DUJB	061142
1	DELL	MONITOR, LCD	P190SB	CN-09M62C-74261-14P-1FKL	043880
1	DELL	MONITOR, LCD	P170SB	CN-0TJKG1-74261-21J-1NVU	48051
1	DELL	MONITOR, LCD	P190SB	CN-09M62C-74261-14J-1V2L	043883
1	DELL	MONITOR, LCD	P190SB	CN-0PN59G-74261-18N-40PU	047418
1	DELL	MONITOR, LCD	P190SB	CN-0RNMH6-74445-0BQ-BSEL	043397
16	DOUGLAS	SHOULDER PAD, FOOTBALL	N/A	NONE	NONE
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJTNBGK	052017
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKW	050229
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVF	050230
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKP	050214
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVKPKL	050221
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVG	050232
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJTNBGF	052032
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKV	050219
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVCPLD	050224
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETTZ	050234
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVCPLA	050215
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVCPLC	050236
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PXR	050216
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVCPLB	050227
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKM	050228
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKY	050220
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVC	050233
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVE	050231
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVD	050223
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKX	050226
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVB	050217
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVETVA	050225
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKT	050235
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PKN	050237
1	LENOVO	COMPUTER, DESKTOP	0569-CTO	MJVC PLE	050218
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7160	050241
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7137	050246
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7154	050244
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7134	051261

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7151	050249
1	LENOVO	MONITOR, LCD	2572-HB6	V6B1842	042502
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7142	050238
1	LENOVO	MONITOR, LCD	2572-HB6	V6WM780	044621
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7152	050240
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7139	050256
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7114	050251
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7115	050255
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7159	050253
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7144	050259
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7136	050252
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7123	050254
1	LENOVO	MONITOR, LCD	2448-HB6	V6D9964	041837
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7156	050239
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7140	050242
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7049	050257
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7161	050258
1	LENOVO	MONITOR, LCD	2572-HB6	V8A7116	050260
1	LENOVO	MONITOR, LCD	2448-HB6	V6D9841	041892
1	LENOVO	MONITOR, LCD	2448-HB6	V6D9949	041891
1	ACER	MONITOR, LCD	V193W	ETLJE0W16822302C AF4340	NONE
1	HP	MONITOR, LCD	RK283AA	CNN7070C3Y	NONE
1	DELL	MONITOR, LCD	P2314HT	4SNKR62	NONE
1	HP	PRINTER, LASER, COLOR	Q5983A	CNNCH22076	034661
1	FELLOWES	SHREDDER, COMMERCIAL	C-220CI	CRC33225	NONE
1	SHARP	COPIER/PRINTER, LASER, MFP, COLOR	MX-4101N	15015605	044702
1	HP	PRINTER, INKJET, COLOR	C9068A	TH65R822C8	038354
1	CANON	PRINTER, LASER, MFP, MONO	H12255	KPJ42204	038233
1	HITACHI	VIDEO SWITCH, WIRELESS, MULTI-FUNCTION	MS-1WUS	F3IU00443	NONE
1	CANON	PRINTER, INKJET, MFP, COLOR	K10388	ACYM59300	NONE
1	CANON	SCANNER, FLATBED, PHOTO, COLOR	F910108	UZM182833	038356
1	HP	PRINTER, INKJET, COLOR	C8975A	MY3BI1N1S0	NONE
1	RUBBERMAID	CART, 3-SHELF, PLASTIC	N/A	NONE	NONE
2	HAWORTH	CHAIR, STACKING, STEEL/CLOTH	N/A	NONE	NONE
10	STEELCASE	CHAIR, EVENT, ROLLING, STACKING, STEEL/CLOTH	N/A	NONE	NONE
7	STEELCASE	CHAIR, TASK, MID-BACK, ROLLING, STEEL/CLOTH	N/A	NONE	NONE
1	SPECTRUM INDUSTRIES	LECTURN, COMPACT, MEDIA MANAGER, ROLLING	55212	NONE	NONE
1	HON	FILECABINET, 3-DRAWER, LATERAL, STEEL	N/A	NONE	NONE

SURPLUS EQUIPMENT
May 15, 2018

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	HP	PRINTER, LASER, MONO	C8050A	USLNH34899	NONE
1	XEROX	PRINTER, LASER, MFP, COLOR	PHASER 8560	JDSE2GB431	036852
1	XEROX	PRINTER, LASER, MFP, COLOR	PHASER 6128	RCX111701E	041075
1	GATEWAY	MONITOR, LCD	TFT1980PS	MW876B0H07901	037202

Agenda Item (VI-B-8-b)

Meeting	5/15/2018 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Notices of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees 1) accept the projects listed on the attachment as complete, and 2) approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).

Background Narrative:

Facilities Planning & Development staff reports that the projects listed on the attachment are now complete.

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

Attachments:

[05152018_Notice of Completion](#)

COMPLETED PROJECTS

May 15, 2018

Project

Access and Egress to Norco College

Carpet & Tile Replacement in Humanities Bldg. at Moreno Valley College

Demolition of the Noble Administration Building at RCC

Contractor

United Paving Company

Continental Flooring, Inc.

ABNY General Engineering, Inc.

RECORDING REQUESTED BY
Riverside Community College District
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**
Business and Financial Services

Street Address **3801 Market Street**

City & State **Riverside, CA 92501**

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 05/15/2018. The work done was:
Access and Egress to Norco College
- The name of the contractor, if any, for such work of improvement was _____
United Paving Company
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 2001 Third Street, Norco, CA 92860
(If no street address has been officially assigned, insert "none")

Dated: 05/15/2018

Riverside Community College District
President, Board of Trustees

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof, the same is true of my own knowledge.

("President of," "Manager of," "A partner of," "Owner of," etc.)

I declare under penalty of perjury that the foregoing is true and correct.

Executed on May 16, 20 18, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY
Riverside Community College District
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**
Business and Financial Services
Street Address **3801 Market Street**
City & State **Riverside, CA 92501**

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 05/15/2018. The work done was:
Carpet & Tile Replacement in Humanities Building at Moreno Valley College
- The name of the contractor, if any, for such work of improvement was _____
Continental Flooring, Inc.
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Moreno Valley, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 16130 Lasselle Street, Moreno Valley, CA 92551
(If no street address has been officially assigned, insert "none")

Dated: 05/15/2018

Riverside Community College District
President, Board of Trustees

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown, the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
I declare under penalty of perjury that the foregoing is true and correct.

Executed on May 16, 20 18, at Riverside, California.
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY
Riverside Community College District
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**
Business and Financial Services
Street Address **3801 Market Street**
City & State **Riverside, CA 92501**

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 05/15/2018. The work done was:
Demolition of the Noble Administration Building at RCC
- The name of the contractor, if any, for such work of improvement was _____
ABNY General Engineering, Inc.
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 4800 Magnolia Avenue, Riverside, CA 92506
(If no street address has been officially assigned, insert "none")

Dated: 05/15/2018

Riverside Community College District
President, Board of Trustees

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on May 16, 20 18, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

Agenda Item (VII-A)

Meeting 5/15/2018 - Regular
Agenda Item Consent Agenda Information (VII-A)
Subject Monthly Financial Report for Month Ending – April 30, 2018
College/District District
Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2017 through April 30, 2018.

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

Attachments:

[05152018_Monthly Financial Report](#)

MONTHLY FINANCIAL REPORT
JULY 1, 2017 – APRIL 30, 2018

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Resource 1110 - Contractor-Operated Bookstore	7
Resource 1120 - Center for Social Justice and Civil Liberties	8
Resource 1170 - Customized Solutions	9
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<u>Special Revenue Funds</u>	
Resource 3200 - Food Services	12
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**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED APRIL 30, 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	\$ 151,167,203
Inter/Intrafund Transfer from:				
District Bookstore (Resource 1110)	336,858	1,301,950	1,301,950	976,463
Total Revenues	<u>\$ 180,885,175</u>	<u>\$ 185,547,769</u>	<u>\$ 185,547,769</u>	<u>\$ 152,143,665</u>
Expenditures				
Academic Salaries	\$ 75,723,207	\$ 80,279,183	\$ 80,048,441	\$ 65,819,977
Classified Salaries	30,516,753	35,225,326	34,584,020	27,752,239
Employee Benefits	44,288,918	46,442,230	46,442,566	32,185,928
Materials & Supplies	1,979,449	2,571,674	2,813,725	1,373,098
Services	16,060,908	46,447,568	45,097,583	11,993,455
Capital Outlay	1,985,095	1,114,717	2,554,363	1,542,367
Student Aid	44,541	52,910	592,910	379,137
Intrafund Transfers for:				
DSP&S Program (Resource 1190)	634,157	665,157	665,157	498,868
Center for Social Justice and Civil Liberties (Resource 1120)	105,854	165,541	165,541	97,337
College Promise Pgrm (Resource 1190)	0	1,757,864	1,757,864	1,318,398
Federal Work Study (Resource 1190)	294,157	363,618	363,618	134,872
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>\$ 143,101,475</u>
Revenues Over (Under) Expenditures	\$ 6,603,912	\$ (29,543,819)	\$ (29,543,819)	\$ 9,042,190
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>\$ 52,163,286</u>
Ending Cash Balance				<u>\$ 54,064,402</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED APRIL 30, 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	\$ 2,677,005
Expenditures				
Classified Salaries	\$ 1,395,312	\$ 1,661,409	\$ 1,655,672	\$ 1,324,561
Employee Benefits	498,928	625,863	625,863	480,358
Materials & Supplies	38,478	46,900	45,070	28,217
Services	856,476	893,001	891,957	631,340
Capital Outlay	176,964	236,525	245,136	86,912
Total Expenditures	\$ 2,966,157	\$ 3,463,698	\$ 3,463,698	\$ 2,551,388
Revenues Over (Under) Expenditures	\$ 67,398	\$ (346,651)	\$ (346,651)	\$ 125,617
Beginning Fund Balance	(454,063)	(386,665)	(386,665)	(386,665)
Ending Fund Balance	\$ (386,665)	\$ (733,316)	\$ (733,316)	\$ (261,048)
Ending Cash Balance				\$ (250,551)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED APRIL 30, 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	\$ 1,423,064
Expenditures				
Academic Salaries	\$ 443,268	\$ 500,600	\$ 503,445	\$ 390,622
Classified Salaries	514,014	686,101	650,630	450,281
Employee Benefits	305,977	430,427	418,313	263,433
Materials & Supplies	78,082	117,730	150,343	89,193
Services	180,369	415,593	423,720	210,967
Capital Outlay	9,684	20,500	24,500	7,662
Total Expenditures	\$ 1,531,393	\$ 2,170,951	\$ 2,170,951	\$ 1,412,158
Revenues Over (Under) Expenditures	\$ (6,394)	\$ (500,011)	\$ (500,011)	\$ 10,906
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	\$ 2,122,270
Ending Cash Balance				\$ 2,045,839

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED APRIL 30, 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	\$ 45,991
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>\$ 45,991</u>
Expenditures				
Academic Salaries	\$ 445	\$ 0	\$ 0	\$ 0
Classified Salaries	106,503	37,726	37,726	63,915
Employee Benefits	18,815	14,980	14,980	12,999
Materials & Supplies	1,562	14,955	14,955	255
Services	35,836	6,403	6,403	276
Total Expenditures	<u>\$ 163,161</u>	<u>\$ 74,064</u>	<u>\$ 74,064</u>	<u>\$ 77,444</u>
Revenues Over (Under) Expenditures	\$ 2,430.09	\$ 30,000	\$ 30,000	\$ (31,453)
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>\$ (316,063)</u>
Ending Cash Balance				<u>\$ (314,519)</u>

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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	\$ 199,928
Intrafund Transfer from:				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	206,250
Total Revenues	<u>\$ 561,190</u>	<u>\$ 560,240</u>	<u>\$ 560,240</u>	<u>\$ 406,178</u>
Expenditures				
Academic Salaries	\$ 10,434	\$ 22,430	\$ 22,430	\$ 23,093
Classified Salaries	166,793	183,930	113,625	81,402
Employee Benefits	78,999	95,562	95,562	44,240
Materials & Supplies	3,918	5,472	5,472	10,094
Services	222,168	230,325	299,108	279,261
Capital Outlay	0	0	1,522	1,500
Total Expenditures	<u>\$ 482,312</u>	<u>\$ 537,719</u>	<u>\$ 537,719</u>	<u>\$ 439,590</u>
Revenues Over (Under) Expenditures	\$ 78,877	\$ 22,521	\$ 22,521	\$ (33,412)
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>\$ (672,011)</u>
Ending Cash Balance				<u>\$ (664,308)</u>

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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	\$ 836,954
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 21,837
Interfund Transfer to:				
Food Services (Resource 3200)	105,045	105,045	105,045	78,784
Riverside - Early Childhood Services (Resource 3300)	75,000	0	0	0
Intrafund Transfer to:				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	206,250
General Operating (Resource 1000)	336,858	1,301,950	1,301,950	976,463
Total Expenditures	\$ 835,503	\$ 1,725,595	\$ 1,725,595	\$ 1,283,333
Revenues Over (Under) Expenditures	\$ 220,845	\$ (668,670)	\$ (668,670)	\$ (446,379)
Beginning Fund Balance	456,496	677,341	677,341	677,341
Ending Fund Balance	\$ 677,341	\$ 8,671	\$ 8,671	\$ 230,963
Ending Cash Balance				\$ 230,963

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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	\$ 25,593
Intrafund Transfer from:				
General Operating (Resource 1000)	105,854	165,541	165,541	97,337
Total Revenues	\$ 131,225	\$ 190,941	\$ 190,941	\$ 122,929
Expenditures				
Classified Salaries	\$ 1,051	\$ 86,362	\$ 86,362	\$ 38,348
Employee Benefits	7	57,328	57,328	23,953
Materials & Supplies	1,495	4,910	4,910	1,793
Services	128,463	50,265	49,700	36,721
Capital Outlay	208	211	776	0
Total Expenditures	\$ 131,224	\$ 199,076	\$ 199,076	\$ 100,814
Revenues Over (Under) Expenditures	\$ 1	\$ (8,135)	\$ (8,135)	\$ 22,115
Beginning Fund Balance	13,134	13,135	13,135	13,135
Ending Fund Balance	\$ 13,135	\$ 5,000	\$ 5,000	\$ 35,250
Ending Cash Balance				\$ 35,361

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

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals 7/1/16 to 6/30/17	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 648,378	\$ 694,272	\$ 694,272	\$ 21,438
Expenditures				
Classified Salaries	\$ 151,193	\$ 169,277	\$ 169,277	\$ 121,735
Employee Benefits	77,116	74,514	74,514	54,292
Materials & Supplies	1,203	31,000	31,000	885
Services	516,633	448,001	448,001	93,974
Capital Outlay	0	7,500	7,500	3,564
Intrafund Transfer To:				
Community Education (Resource 1080)	0	30,000	30,000	0
Total Expenditures	\$ 746,145	\$ 760,292	\$ 760,292	\$ 274,450
Revenues Over (Under) Expenditures	\$ (97,768)	\$ (66,020)	\$ (66,020)	\$ (253,012)
Beginning Fund Balance	167,047	69,280	69,280	69,280
Ending Fund Balance	\$ 69,280	\$ 3,260	\$ 3,260	\$ (183,732)
Ending Cash Balance				\$ (241,098)

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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	\$ 1,223,501
Expenditures				
Materials & Supplies	\$ 0	\$ 0	\$ 10,281	\$ 1,040
Services	348,129	564,064	713,489	380,185
Capital Outlay	668,038	4,123,384	3,963,678	263,093
Total Expenditures	\$ 1,016,167	\$ 4,687,448	\$ 4,687,448	\$ 644,318
Revenues Over (Under) Expenditures	\$ 1,169,035	\$ (2,509,248)	\$ (2,509,248)	\$ 579,183
Beginning Fund Balance	4,687,326	5,856,361	5,856,361	5,856,361
Ending Fund Balance	\$ 5,856,361	\$ 3,347,113	\$ 3,347,113	\$ 6,435,544
Ending Cash Balance				\$ 6,442,488

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 42,152,846	\$ 95,511,862	\$ 102,497,540	\$ 65,387,986
Intrafund Transfers from:				
General Operating (Resource 1000)				
For College Promise Program	0	1,757,864	1,757,864	1,318,398
For DSP&S	634,157	665,157	665,157	498,868
For Federal Work Study	294,157	363,618	363,618	134,872
For Student Financial Assistance	14,341	0	0	0
For Veteran Services	3,884	5,800	5,800	5,800
Total Revenues	<u>\$ 43,099,384</u>	<u>\$ 98,304,301</u>	<u>\$ 105,289,979</u>	<u>\$ 67,345,924</u>
Expenditures				
Academic Salaries	\$ 6,659,665	\$ 8,246,161	\$ 8,718,417	\$ 6,062,137
Classified Salaries	13,354,732	15,841,018	16,873,475	11,792,105
Employee Benefits	6,499,237	9,714,958	9,734,679	5,856,019
Materials & Supplies	2,022,119	11,647,984	7,712,258	1,573,813
Services	10,030,482	41,383,228	48,158,430	11,492,370
Capital Outlay	3,251,099	8,948,350	10,447,773	2,241,189
Student Grants (Financial, Book, Meal, Transportation)	1,282,051	2,522,602	3,644,947	1,804,466
Total Expenditures	<u>\$ 43,099,384</u>	<u>\$ 98,304,301</u>	<u>\$ 105,289,979</u>	<u>\$ 40,822,098</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 26,523,826
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 26,523,826</u>
Ending Cash Balance				<u><u>\$ 27,297,925</u></u>

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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 <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 2,983,436	\$ 3,091,810	\$ 3,091,810	\$ 2,170,863
Interfund Transfers from:				
Contractor-Operated				
Bookstore (Resource 1110)	105,045	105,045	105,045	78,784
Total Revenues	\$ 3,088,481	\$ 3,196,855	\$ 3,196,855	\$ 2,249,647
Expenditures				
Classified Salaries	\$ 1,031,871	\$ 1,079,381	\$ 1,075,243	\$ 855,701
Employee Benefits	366,687	406,984	406,984	290,301
Materials & Supplies	1,257,136	1,288,328	1,288,328	1,001,044
Services	221,815	230,074	230,074	164,761
Capital Outlay	14,819	61,809	155,947	61,335
Total Expenditures	\$ 2,892,328	\$ 3,066,576	\$ 3,156,576	\$ 2,373,143
Revenues Over (Under) Expenditures	\$ 196,153	\$ 130,279	\$ 40,279	\$ (123,496)
Beginning Fund Balance	986,243	1,182,397	1,182,397	1,182,397
Ending Fund Balance	\$ 1,182,397	\$ 1,312,676	\$ 1,222,676	\$ 1,058,901
Ending Cash Balance				\$ 1,054,251

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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	\$ 1,114,810
Interfund Transfer from: Contractor-Operated Bookstore (Resource 1110)	75,000	0	0	0
Total Revenues	\$ 1,639,472	\$ 1,496,263	\$ 1,496,263	\$ 1,114,810
Expenditures				
Academic Salaries	\$ 626,724	\$ 686,649	\$ 686,649	\$ 463,637
Classified Salaries	467,997	505,002	505,002	373,666
Employee Benefits	145,339	305,146	305,146	130,939
Materials & Supplies	45,772	57,911	61,038	28,530
Services	44,992	82,325	82,925	60,688
Capital Outlay	17,275	33,000	29,273	0
Total Expenditures	\$ 1,348,099	\$ 1,670,033	\$ 1,670,033	\$ 1,057,460
Revenues Over (Under) Expenditures	\$ 291,373	\$ (173,770)	\$ (173,770)	\$ 57,350
Beginning Fund Balance	799,193	1,090,566	1,090,566	1,090,566
Ending Fund Balance	\$ 1,090,566	\$ 916,796	\$ 916,796	\$ 1,147,916
Ending Cash Balance				\$ 1,140,858

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

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	<u>\$ 1,389,326</u>	<u>\$ 8,496,236</u>	<u>\$ 8,496,236</u>	<u>\$ 8,373,942</u>
Expenditures				
Services	\$ 19,650	\$ 0	\$ 0	\$ 0
Capital Outlay	1,369,676	8,496,236	8,496,236	1,071,201
Intrafund Transfer to:				
La Sierra Resource 4130	<u>44,470</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 1,433,796</u>	<u>\$ 8,496,236</u>	<u>\$ 8,496,236</u>	<u>\$ 1,071,201</u>
Revenues Over (Under) Expenditures	\$ (44,470)	\$ 0	\$ 0	\$ 7,302,741
Beginning Fund Balance	<u>44,470</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 7,302,741</u>
Ending Cash Balance				<u>\$ 7,238,919</u>

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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	\$ 53,102
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	\$ 2,730,716	\$ 28,861	\$ 28,861	\$ 53,102
Expenditures				
Capital Outlay	\$ 1,368,279	\$ 1,480,829	\$ 1,480,829	\$ (26,438)
Total Expenditures	\$ 1,368,279	\$ 1,480,829	\$ 1,480,829	\$ (26,438)
Revenues Over (Under) Expenditures	\$ 1,362,437	\$ (1,451,968)	\$ (1,451,968)	\$ 79,540
Beginning Fund Balance	389,806	1,752,242	1,752,242	1,752,242
Ending Fund Balance	\$ 1,752,242	\$ 300,274	\$ 300,274	\$ 1,831,782
Ending Cash Balance				\$ 1,858,912

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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	\$ (5,545)
Expenditures				
Classified Salaries	\$ 293,126	\$ 677,916	\$ 670,996	\$ 118,213
Employee Benefits	131,825	366,575	366,575	49,040
Materials & Supplies	1,533	0	0	68
Services	146,143	241,411	248,331	29,330
Capital Outlay	1,337,941	19,768,039	19,768,039	604,123
Total Expenditures	\$ 1,910,568	\$ 21,053,941	\$ 21,053,941	\$ 800,775
Revenues Over (Under) Expenditures	(1,612,192)	(20,968,941)	(20,968,941)	(806,320)
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)	\$ 7,817,823
Ending Cash Balance				\$ 7,702,383

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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	\$ 9,012,632
Expenditures				
Classified Salaries	\$ 108,574	\$ 118,666	\$ 118,666	\$ 114,408
Employee Benefits	43,069	51,279	51,279	61,581
Services	7,287,870	8,619,181	8,619,181	5,642,782
Total Expenditures	\$ 7,439,513	\$ 8,789,126	\$ 8,789,126	\$ 5,818,771
Revenues Over (Under) Expenditures	\$ 1,161,245	\$ 733,126	\$ 733,126	\$ 3,193,862
Beginning Fund Balance	589,360	1,750,605	1,750,605	1,750,605
Ending Fund Balance	\$ 1,750,605	\$ 2,483,731	\$ 2,483,731	\$ 4,944,467
Ending Cash Balance				\$ 5,852,337

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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	\$ 1,092,625
Expenditures				
Classified Salaries	\$ 236,978	\$ 450,299	\$ 445,691	\$ 264,879
Employee Benefits	101,485	225,633	225,633	104,025
Materials & Supplies	11,651	9,600	14,208	6,343
Services	1,135,109	1,605,106	1,592,410	986,254
Capital Outlay	35,378	8,600	21,296	4,673
Total Expenditures	\$ 1,520,601	\$ 2,299,238	\$ 2,299,238	\$ 1,366,174
Revenues Over (Under) Expenditures	\$ (801,309)	\$ (1,004,666)	\$ (1,004,666)	\$ (273,549)
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	\$ 2,003,610
Ending Cash Balance				\$ 4,348,985

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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 <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,358,591	\$ 1,467,722	\$ 1,467,722	\$ 1,036,807
Expenditures				
Classified Salaries	\$ 91,214	\$ 189,973	\$ 185,955	\$ 109,191
Employee Benefits	40,787	98,302	98,302	43,062
Materials & Supplies	1,344	2,200	6,218	94
Services	1,094,498	1,590,930	1,590,930	1,191,324
Capital Outlay	0	8,600	8,600	64
Total Expenditures	\$ 1,227,843	\$ 1,890,005	\$ 1,890,005	\$ 1,343,734
Revenues Over (Under) Expenditures	\$ 130,748	\$ (422,283)	\$ (422,283)	\$ (306,927)
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	\$ 1,067,153
Ending Cash Balance				\$ 1,399,790

**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	\$ 235,113
Expenditures				
Services	\$ 2,600	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 2,600	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 512,545	\$ 579,516	\$ 579,516	\$ 235,113
Beginning Fund Balance	325,339	837,884	837,884	837,884
Ending Fund Balance	<u>\$ 837,884</u>	<u>\$ 1,417,400</u>	<u>\$ 1,417,400</u>	<u>\$ 1,072,997</u>
Ending Cash Balance				<u>\$ 1,072,997</u>

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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	\$ 736,971
Expenditures				
Materials & Supplies	\$ 1,068,392	\$ 1,047,320	\$ 1,047,320	\$ 719,894
Total Expenditures	\$ 1,068,392	\$ 1,047,320	\$ 1,047,320	\$ 719,894
Revenues Over (Under) Expenditures	\$ (108,745)	\$ (28,619)	\$ (28,619)	\$ 17,077
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>\$ 1,161,333</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,404,329</u>
Ending Cash Balance				<u>\$ 2,674,065</u>

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

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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 <u>7/1/16 to 6/30/17</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 53,490,487	\$ 80,634,657	\$ 80,634,657	\$ 49,241,755
Expenditures				
Scholarships and Grant Reimbursements	\$ 52,918,355	\$ 80,634,657	\$ 80,634,657	\$ 49,483,671
Total Expenditures	\$ 52,918,355	\$ 80,634,657	\$ 80,634,657	\$ 49,483,671
Revenues Over (Under) Expenditures	\$ 572,132	\$ 0	\$ 0	\$ (241,916)
Beginning Fund Balance	51,155	623,287	623,287	623,287
Ending Fund Balance	\$ 623,287	\$ 623,287	\$ 623,287	\$ 381,371
Ending Cash Balance				\$ 1,052,155

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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	\$ 7
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 8	\$ 8	\$ 8	\$ 7
Beginning Fund Balance	<u>16,174</u>	<u>16,182</u>	<u>16,182</u>	<u>16,182</u>
Ending Fund Balance	<u>\$ 16,182</u>	<u>\$ 16,190</u>	<u>\$ 16,190</u>	<u>\$ 16,188</u>
Ending Cash Balance				<u>\$ 16,188</u>

Agenda Item (VII-B)

Meeting 5/15/2018 - Regular

Agenda Item Consent Agenda Information (VII-B)

Subject CCFS-311Q – Quarterly Financial Status Report for the 3rd Quarter Ended March 31, 2018

College/District District

Information Only

Background Narrative:

CCFS-311Q – Quarterly Financial Status Report for the 3rd Quarter Ended March 31, 2018

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

Attachments:

[05152018_ CCFS-311Q \(3rd Quarter\)](#)

CCFS-311Q – Quarterly Financial Status Report Background Narrative March 31, 2018

Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report each fiscal quarter for submission to the Chancellor's Office. The CCFS-311Q compares actual information for the prior three fiscal years to projected information for the current fiscal year. The Revenue, Expenditure and Fund Balance are the Unrestricted Funds of the General Fund. However, the cash balance reflects both Unrestricted and Restricted Funds.

The General Fund consists of the following:

Fund 11 – Unrestricted

Resource 1000 – General Unrestricted

Resource 1080 – Community Education

Resource 1090 – Performance Riverside

Resource 1110 – Bookstore (Contractor Operated)

Resource 1170 – Customized Solutions

Fund 12 – Restricted

Resource 1050 – Parking

Resource 1070 – Student Health

Resource 1120 – Center for Social Justice and Civil Liberties

Resource 1180 – Redevelopment Pass-Through

Resource 1190 – Grants and Categorical Programs

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2017-2018
Quarter Ended: (Q3) Mar 31, 2018

District: (960) RIVERSIDE

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

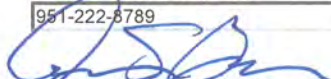
CBO Name:

Aaron S. Brown

CBO Phone:

Use format 999-555-1212
951-222-8789

CBO Signature:



Date Signed:

5-1-18

District Contact Person

Name:

Melissa Elwood

Title:

Controller

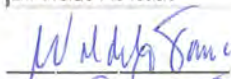
Telephone:

Use format 999-555-1212
951-222-8041

Chief Executive Officer Name:

Dr. Wolde-Ab Isaac

CEO Signature:



Date Signed:

5-1-18

Fax:

Use format 999-555-1212
951-222-8021

E-Mail:

melissa.elwood@rccd.edu

Electronic Cert Date:

Certify This Quarter

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:

Christine Atalg (916)327-5772 catalg@cccco.edu or Tracy Britten (916)324-9794 tbritten@cccco.edu

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CHANGE THE PERIOD

Fiscal Year: 2017-2018

Quarter Ended: (Q3) Mar 31, 2018

District: (960) RIVERSIDE

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-2018
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	152,045,454	186,539,851	182,689,850	186,343,820
A.2	Other Financing Sources (Object 8900)	-734,910	-1,980,844	-1,037,419	-2,945,480
A.3	Total Unrestricted Revenue (A.1 + A.2)	151,310,544	184,559,007	181,652,431	183,398,340
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	147,166,125	161,174,821	171,989,549	212,926,373
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,626,406	1,500,045	2,854,586	697,955
B.3	Total Unrestricted Expenditures (B.1 + B.2)	148,792,531	162,674,866	174,844,135	213,624,328
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	2,518,013	21,884,141	6,808,296	-30,225,988
D.	Fund Balance, Beginning	11,734,058	14,252,071	36,136,212	42,944,509
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	11,734,058	14,252,071	36,136,212	42,944,509
E.	Fund Balance, Ending (C. + D.2)	14,252,071	36,136,212	42,944,508	12,718,521
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	9.6%	22.2%	24.6%	6%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	27,660	28,682	29,652	29,327
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2014-15	2015-16	2016-17	2017-2018
H.1	Cash, excluding borrowed funds		54,047,728	78,599,828	90,465,658
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	32,014,569	54,047,728	78,599,828	90,465,658

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	186,343,820	186,343,820	139,471,185	74.8%
I.2	Other Financing Sources (Object 8900)	-2,945,480	-2,945,480	-2,022,215	68.7%
I.3	Total Unrestricted Revenue (I.1 + I.2)	183,398,340	183,398,340	137,448,970	74.9%
J. Expenditures:					

J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	213,466,373	212,926,373	125,768,485	59.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	157,955	697,955	457,920	65.6%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	213,624,328	213,624,328	126,226,405	59.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-30,225,988	-30,225,988	11,222,565	
L.	Adjusted Fund Balance, Beginning	42,944,508	42,944,509	42,944,509	
L.1	Fund Balance, Ending (C. + L.2)	12,718,520	12,718,521	54,167,074	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6%	6%		

V. Has the district settled any employee contracts during this quarter? **YES**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1: 2018/19						1,876,418	4.51%	
Year 2: 2019/20						1,299,329	3%	
Year 3: 2020/21						1,338,568	3%	
b. BENEFITS:								
Year 1: 2018/19						529,150	2.57%	
Year 2: 2019/20						401,493	2.7%	
Year 3: 2020/21						453,775	3%	

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

Contract Settlement, Revenue Source - Student Centered Funding Formula - Increases to Base, Supplemental, and Student Success Grant Metrics
2018/19 - 2% plus projected 2.51% funded COLA increase
2019/20 - 2% plus projected 1% funded COLA increase
2020/21 - 2% plus projected 1% funded COLA increase

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 GENERAL FUND REVENUE AND EXPENDITURE REPORT
 FOR THE PERIOD ENDED MARCH 31, 2017**

Cash Position - Unrestricted and Restricted

	YTD Activity
Beginning Cash, July 1, 2017	\$ 77,435,557
Net Change in Accounts Receivables	8,817,703
Net Change in Accounts Payables	7,322,505
Revenue and Other Financial Sources	178,511,510
Expenditures and Other Outgo	166,976,608
Ending Cash, March 31, 2018	\$ 90,465,658

Budget and Actual Activity - Unrestricted

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 211,995	\$ 211,995	\$ 29,447
State	122,499,321	122,499,321	97,584,703
Local	63,632,504	63,632,504	41,857,035
Total Revenues	186,343,820	186,343,820	139,471,185
Other Financing Sources	(2,945,480)	(2,945,480)	(2,022,215)
Total Revenues	183,398,340	183,398,340	137,448,971
Expenditures			
Academic Salaries	\$ 80,301,613	\$ 80,078,798	\$ 59,095,145
Classified Salaries	35,616,259	34,978,410	24,848,724
Employee Benefits	46,627,286	46,626,302	28,277,484
Materials & Supplies	2,623,101	2,796,563	1,255,416
Services	47,175,897	46,183,580	11,110,587
Capital Outlay	1,122,217	2,262,720	1,181,129
Total Expenditures	213,466,373	212,926,373	125,768,485
Other Outgo - Objects	157,955	697,955	457,920
Total Expenditures and Other Outgo	213,624,328	213,624,328	126,226,405
Revenues Over (Under)			
Expenditures	\$ (30,225,988)	\$ (30,225,988)	\$ 11,222,565
Beginning Fund Balances	42,944,508	42,944,509	42,944,509
Ending Fund Balances	\$ 12,718,520	\$ 12,718,520	\$ 54,167,074
Contingency			
Unrestricted	\$ 11,818,520	\$ 11,818,520	\$ 53,267,074
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 12,718,520	\$ 12,718,520	\$ 54,167,074

Agenda Item (VIII-A-1)

Meeting	5/15/2018 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Board Policy for First Reading - BPAP 6307 Debt Issuance and Management
College/District	District
Funding	
Recommended Action	First Reading of Board Policy and Administrative Procedure 6307 - Debt Issuance and Management.

Background Narrative:

Existing California law requires public agencies to provide information to the California Debt and Investment Advisory Commission (CDIAC) no later than 30 days prior to the sale of the debt.

Senate Bill 1029 (SB1029), amended the law to place additional reporting obligations on issuers of debt. In part, SB 1029 requires that an issuer certify that it has adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with the local debt policies. SB 1029 lists certain topics to be covered in the local debt policies.

Senate Bill 450 (SB 450) amended the law to require public entities who are authorized to issue bonds to obtain and disclose the following in a meeting open to the public prior to approving the issuance of bonds with a term greater than 13 months:

1. True interest cost of the bonds
2. Finance charge of the bonds
3. Accounting for the proceeds of the bonds
4. Total payment amount

The District expects to issue general obligation bonds, and potentially other debt instruments such as Tax and Revenue Anticipation Notes (TRAN) from time-to-time, and therefore must adopt a debt issuance and management policy in compliance with SB 1029 and SB 450.

The Board Policy is presented to the Board of Trustees for first reading.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Patrick Pyle, General Counsel

Attachments:

[BPAP 6307 - Debt Issuance and Management](#)

**Business and Fiscal Affairs
DRAFT**

BP 6307 DEBT ISSUANCE AND MANAGEMENT

References:

Government Code Section 5852.1
Government Code Section 8855
Government Code Sections 53311 *et seq.*, 53506 *et seq.* and 53850 *et seq.*
Education Code Sections 15000 *et seq.*, and 15264 *et seq.*
Education Code Sections 17400 *et seq.*, 17430 *et seq.*, 17450 *et seq.*
Education Code Section 17455 *et seq.*
State Constitution Section 18 of Article XVI
State Constitution Section 1(b)(2) of Article XIII A (Proposition 46)
State Constitution Section 1 (b)(3) of Article XIII A (Proposition 39)

The Chancellor shall establish procedures for the issuance of indebtedness by the District in satisfaction of the requirements of SB 1029, codified as part of Government Code Section 8855, including fulfillment of its debt issuance reporting requirements to the California Debt and Investment Advisory Commission (CDIAC).

Procedures shall include:

- **The purposes for which debt proceeds may be used.**
- **The types of debt that may be issued.**
- **The relationship of the debt to, and integration with, the District’s capital improvement program.**
- **Policy goals related to the District’s planning goals and objectives.**
- **The internal control procedures that the District has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.**
- **Reporting requirements to the California Debt and Investment Advisory Commission (CDIAC).**
- **Required disclosures prior to issuance of bonds.**

NOTE: The **bold type** signifies **legally required** language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

(This is a new policy recommended by the CCLC and the League’s legal counsel)

AP 6307 DEBT ISSUANCE AND MANAGEMENT

References:

Government Code Section 5852.1
Government Code Section 8855
Government Code Sections 53311 *et seq.*, 53506 *et seq.* and 53850 *et seq.*
Education Code Sections 15000 *et seq.*, and 15264 *et seq.*
Education Code Sections 17400 *et seq.*, 17430 *et seq.*, 17450 *et seq.*
Education Code Section 17455 *et seq.*
State Constitution Section 18 of Article XVI
State Constitution Section 1(b)(2) of Article XIII A (Proposition 46)
State Constitution Section 1 (b)(3) of Article XIII A (Proposition 39)

I. Purpose and Goals

These administrative procedures provide a framework for debt management and capital planning and have been developed to meet the following goals:

- Identifying the purposes for which debt proceeds may be used.
- Identifying the types of debt that may be issued.
- Describing the relationship of the debt to, and integration with, the District's capital improvement program.
- Establishing goals related to the District's planning goals and objectives.
- Implementing internal control procedures to ensure that the proceeds of the proposed debt issuance will be directed to the intended use upon completion of the issuance.
- Reporting requirements for the California Debt and Investment Advisory Commission (CDIAC).
- Required disclosures prior to issuance of bonds.

II. Purposes for Which Debt Proceeds May be Used

Authority and Purposes of the Issuance of Debt - The laws of the State of California (the "State") authorize the District to incur debt to make lease payments, contract debt, borrow money, and issue bonds for district improvement projects. The District is authorized to contract debt to acquire, construct, reconstruct, rehabilitate, replace, improve, extend, enlarge, and equip such projects; to refund existing debt; or to provide for operational cash flow needs.

III. Types of Debt Authorized to be Issued

A. Short-Term

The District may deem it necessary to finance cash flow requirements under certain conditions. Such cash flow borrowing must be payable from taxes, income, revenue, cash receipts and other moneys attributable to the fiscal year in which the debt is issued.

General operating costs include, but are not limited to, those items normally funded in the District's annual operating budget.

The Chancellor, who may delegate to the Vice Chancellor, Business and Financial Services, will review potential financing methods to determine which is most prudent for the District. Potential financing sources include tax and revenue anticipation notes (TRAN), temporary borrowing from the Riverside County and office of the Treasurer - Tax Collector, and internal temporary interfund borrowing.

- a. Operations - The District may issue fixed-rate and/or variable rate short-term debt, which may include TRANs, when such instruments allow the District to meet its cash flow requirements.
- b. Facilities - The District may also issue bond anticipation notes ("BANs") to provide interim financing for bond projects that will ultimately be paid from general obligation bond (GO Bonds).

B. Long-Term

Debt issues may be used to finance essential capital facilities projects and certain equipment where it is appropriate to spread the cost of the project over more than one budget year. Long-term debt shall not be used to fund District operations.

Long term debt in the form of GO Bonds may be issued under Article XIII A of the State Constitution, either under Proposition 46, which requires approval by at least a two-thirds (66.67%) majority of voters, or Proposition 39, which requires approval by at least 55% of voters, subject to certain accountability requirements and restrictions.

The District may also enter into long-term leases and/or Certificates of Participation (COPs) for public facilities, property, and equipment.

C. Lease Financing

Lease-purchase obligations may be used as a means of financing capital equipment and certain capital facilities.

D. Use of General Obligation Bonds

Significant capital facility projects are anticipated to be funded by GO Bond proceeds, along with State Construction Act funding whenever possible. Projects financed by GO Bonds will conform to the constraints of applicable law and voter approved ballot measures.

IV. Relationship of Debt to and Integration with District's Capital Improvement Program

Impact on Operating Budget and District Debt Burden

In evaluating financing options for capital facility projects, both short and long-term debt amortization will be evaluated when considering a debt issuance, along with the potential impact of debt service, and additional costs associated with new projects on the operating budget of the District. The cost of debt issued for major capital repairs or replacements will be evaluated against the potential cost of delaying such repairs.

Capital Improvement Program

District and College facilities staff have responsibility for the planning and management of capital improvement programs, subject to review and approval by the Board of Trustees. Facilities Master Plans will be supplemented and revised as appropriate to reflect current needs associated with real estate and facilities in keeping with the District's current needs for acquisition, development and/or improvement. Such plans shall include a summary of the estimated cost of each project, schedule timelines for the projects, the expected quarterly cash requirements, and annual appropriations, in order for the projects to be completed.

Considerations for Refunding:

- a. Best Interest - Whenever deemed to be in the best interest of the District, and the property taxpayers residing within the District, the District shall consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility.
- b. Net Present Value Analysis - The Vice Chancellor of Business and Financial Services shall review a net present value analysis of any proposed refunding to make a determination regarding the cost-effectiveness of the proposed refunding, using a minimum dollar amount and/or percentage savings as a benchmark.

- c. Maximize Expected Net Savings - The timing of any refunding shall be designed to maximize net savings over the life of the bonds.
- d. Compliance with Existing Legal Requirements - Any existing debt refunding shall comply with all applicable State and Federal laws governing such issuance.

V. Goals Related to District's Planning Goals and Objectives

A. The District shall pursue the following goals:

- a. Strive to fund major capital improvements from State allocated construction funds and voter-approved GO Bond issues to preserve the availability of the District's General Fund for operating purposes and other purposes that cannot be funded by such bond issues.
- b. Endeavor to attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements.
- c. Take all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues.
- d. Remain mindful of its statutory debt limit and commitment made to the voters in relation to assessed value growth within the district and the tax burden needed to meet long-term capital requirements.
- e. Consider market conditions and District cash flows when timing the issuance of debt.
- f. Determine the amortization (maturity) schedule which will fit best within the overall debt structure of the District at the time the new debt is issued.
- g. Be mindful of matching the term of the issue to the useful lives of assets funded by that issue whenever practicable and economical, while considering repair and replacement costs of those assets to be incurred in future.
- h. Assess financial alternatives so as to minimize the encroachment on the District's General Fund.
- i. Consider its ability to expend the funds obtained in a timely, efficient and economical manner.

VI. Internal Control Procedures for Issuance of Debt to Ensure Intended Use of Proceeds

A. Structure of Debt Issues

- a. Maturity of Debt - The duration of a debt issue shall be consistent, to the extent possible, with the economic or useful life of the improvement or asset that the debt issue is financing. Accordingly, the District will strive to ensure that in the aggregate, the average life of the financing shall not exceed 120% of the average life of the assets being financed. In addition, the District shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.
- b. Debt Structure
 - i. GO Bonds
 - New Money Bond Issuances - For new money bond issuances, the District shall size the bond issuance consistent with the "spend-down" requirements of the Internal Revenue Code and within any limits approved by the District's voters. To the extent possible, the District will also consider credit issues, market factors (e.g. bank qualification) and tax law when sizing the District's bond issuance.
 - Refunding Bond Issuances - The sizing of refunding bonds will be determined by the amount of money that will be required to cover the principal of, accrued interest (if any) on, and redemption premium for the bonds to be defeased on the call date and to cover appropriate financing costs.
 - Maximum Maturity - All bonds issued by the District shall mature within the limits set forth in applicable provisions of the Education Code or the Government Code. The final maturity of bonds will also be limited to the average useful life of the assets financed or as otherwise required by tax law.
 - c. Lease-Purchase Obligations - The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed.

B. Debt Service Structure

The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, provide flexibility, and, as practical, to recapture or maximize its debt capacity for future use.

C. Use of Proceeds

The District shall be vigilant in using bond proceeds in accordance with the stated purposes for which such debt was incurred. In connection with the issuance of all GO Bonds:

- a. As required by Government Code Section 53410, the District shall only use GO Bond proceeds for the purposes approved by the District's voters; and
- b. The Vice Chancellor of Business and Financial Services shall have the responsibility of periodically providing to the District's Board of Trustees a written report which shall contain at least the following information:
 - i. The amount of the debt proceeds received and expended during the applicable reporting period; and
 - ii. The status of the acquisition, construction or financing of the district facility projects, as identified in any applicable bond measure, with the proceeds of the debt.

These reports may be combined with other periodic reports which include the same information, including but not limited to, periodic reports made to the California Debt and Investment Advisory Commission continuing disclosure reports, annual audit reports or other reports made in connection with the debt. These requirements shall apply only until the earliest of the following: (i) all the debt is redeemed or defeased, but if the debt is refunded, such provisions shall apply until all such refunding bonds are redeemed or defeased, or (ii) all proceeds of the debt, or any investment earnings thereon, are fully expended.

- c. The District shall post on the District website the Annual Report of the District's Independent Bond Oversight Committee which has been given the responsibility to review the expenditure of GO Bond proceeds to assure the community that all GO Bond funds have been used for the construction, renovation, repair, furnishing and equipping of district facilities, and not used for teacher or administrator salaries or other operating expenses.

- d. The District shall hire an independent auditor to perform an annual independent financial and performance audit of the expenditure of GO Bond proceeds, and to post such audits on the District website.

VII. Reporting Requirements to the California Debt and Investment Advisory Commission

No later than 30 days prior to the sale of any debt issue, the District shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission. The report of the proposed debt issuance shall include a certification by the District that it has adopted local debt policies concerning the use of debt and that the contemplated debt issuance is consistent with those local debt policies.

No later than 21 days after the sale of the debt, the District shall submit a report of final sale to the CDIAC. A copy of the final official statement for the issue shall accompany the report of final sale. If there is no official statement, the District shall provide each of the following documents, if they exist, along with the report of final sale:

- Indenture
- Installment sales agreement
- Loan agreement
- Promissory note
- Bond purchase contract
- Resolution authorizing the issue
- Bond specimen
- Other disclosure document

The District shall submit an annual report for any issue of debt for which it has submitted a report of final sale on or after January 21, 2017. The annual report shall cover a reporting period from July 1 to June 30, inclusive, and shall be submitted no later than seven months after the end of the reporting period. The annual report shall consist of the following information:

- A. Debt authorized during the reporting period, which shall include the following: (1) Debt authorized at the beginning of the reporting period; (2) Debt authorized and issued during the reporting period; (3) Debt authorized but not issued at the end of the reporting period; and (4) Debt authority that has lapsed during the reporting period.
- B. Debt outstanding during the reporting period, which shall include the following: (1) Principal balance at the beginning of the reporting period; (2) Principal paid during the reporting period; and (3) Principal outstanding at the end of the reporting period.
- C. The use of proceeds of issued debt during the reporting period, which shall include the following: (1) Debt proceeds available at the beginning of the

reporting period; (2) Proceeds spent during the reporting period and the purposes for which it was spent; and (3) Debt proceeds remaining at the end of the reporting period.

VIII. Required Disclosures Prior to Issuance of Bonds

The District as a public entity authorized to issue bonds, is required to obtain and disclose the following in a meeting open to the public prior to approving the issuance of bonds with a term greater than thirteen (13) months:

A. True Interest Cost:

- a. The rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the new issue of bonds.

B. Finance Charge:

- a. The sum of all fees and charges paid to third parties.

C. Accounting for the Proceeds of the Bonds:

- a. The amount of proceeds received by the District for the sale of the bonds, less the Finance Charge of the bonds described in (B) above, and any reserves or capitalized interest paid or funded with proceeds of the bonds.

D. Total Payment Amount:

- a. The sum total of all payments the borrower will make to pay debt service on the bonds, plus the Finance Charge of the bonds described in (B) above, not paid with proceeds of the bonds. The Total Payment Amount shall be calculated to the final maturity of the bonds.

Office of Primary Responsibility: ***Vice Chancellor, Business & Financial Services***

Administrative Approval:

Agenda Item (VIII-B-1)

Meeting 5/15/2018 - Regular

Agenda Item Committee - Teaching and Learning (VIII-B-1)

Subject Proposed Curricular Changes

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

Background Narrative:

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

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

[Proposed Curricular Changes](#)

1. New Courses

<i>Course</i>	<i>Title</i>	<i>College</i>
CUL 46	Fundamentals of Baking and Pastry	R
CUL 47	Advanced Baking and Pastry	R
EDU 10	Introduction to Education Studies	R
FTV 77	Intermediate Lighting techniques for Film, TV and Video	R
MAT 23	Trigonometry & Precalculus	MR

2. Course Inclusions

<i>Course</i>	<i>Title</i>	<i>College</i>
ANT-16	Field Methods in Archaeology	M
ART-41A	Figure Painting - Introduction	N
CIS-8	Fundamentals: Information Systems Security Auditing	M
MUS-19H	Honors Music Appreciation	M
MUS-37	Class Guitar	M
MUS-71	College Chorus	N
MUS-77	Guitar Ensemble	N
MUS-81	Consort Singers	N
PHO-67	Business Practices for Photographers	M

3. Major Course Modifications

<i>Course</i>	<i>Title</i>	<i>College</i>
CIS 61	Introduction to Database Theory (CSC)	MR
CSC 61	Introduction to Database Theory (CIS)	R
CUL 36	Introduction to Culinary Arts	R

CUL	37	Intermediate Culinary Arts	R
FTV	45A	Beginning Television News Production	R
GUI	48	College Success Strategies	MNR
PSY	33	Theories of Personality	MNR

4. Course Exclusions

<i>Course</i>	<i>Title</i>	<i>College</i>
ACC-61	Cost Accounting	N
ACC-66	Non-Profit and Governmental Accounting	N
CAT-65	Introduction to Microsoft PowerPoint	N
CAT-95A	Introduction to the Internet	N
CIS-14A	Web Programming: Java Script	N
CIS-1B	Advanced Concepts in Computer Information Systems	N
CIS-37	Beginning Level Design/Computer Games	N
CIS-38A	Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations	N
CIS-38B	Simulation and Gaming/3D Animation for Real-Time Interactive Simulations	N
CIS-39	Current Techniques in Game Art	N
CIS-54B	Flash Scripting	N
CIS-56A	Designing Web Graphics	N
CIS-59	Typography and Graphic Design	N
CIS-65	Introduction to Microsoft PowerPoint	N
CIS-72A	Introduction to Web Page Creation	N
CIS-72B	Intermediate Web Page Creation Using Cascading Style Sheets (CSS)	N
CIS-76B	Intro to Dreamweaver	N

CIS-95A	Intro to the Internet	N
HET-80	Certified Nurse Assistant Theory and Practices	M
KIN-A77	Jogging for Fitness	N
KIN-A81	Physical Fitness	M
KIN-A90A	Weight Training - Beginning	N
KIN-A90B	Weight Training - Intermediate	N
MAG-54	Employee Labor Relations	N
MAT-90A	Special Topics in Arithmetic: Whole Numbers and Introduction to Fractions	M
MAT-90B	Special Topics in Arithmetic: Fractions and Intro to Decimals	M
MAT-90C	Special Topics in Arithmetic: Decimals	M
MAT-90D	Special Topics: Rational Numbers and Intro to Variables	M
MAT-90E	Special Topics in Pre-Algebra: Real Numbers and an Introduction to Algebra	M
MAT-90F	Special Topics in Pre-Algebra: Algebraic Expressions and Equations	M
MAT-4	Finite Mathematics	N
MUC-1A	Beginning Performance Techniques for Studio Recording	N
MUC-1B	Intermediate Performance Techniques for Studio Recording	N
MUC-1C	Advanced Performance Techniques for Studio Recording	N
MUC-1D	Master Performance Techniques for Studio Recording	N
MUC-3	Intro to Pro Tools: MIDI and Audio Production	N
THE-9	Dramatic Literature – Script Analysis	N

5. Course Deletions

<i>Course</i>	<i>Title</i>	<i>College</i>
FIT-14	Wildland Fire Control	M

HET-82 Phlebotomy Technician M

6. Course Certificates/Degrees to Be Proposed for State Approval

Title *College*

Education, Human Development & Special Needs (program requirements attached) R

7. New Programs Proposed for Local Approval

Title *College*

Certificate General Business R

Certificate Gig Economy R

Certificate Management R

Certificate Marketing R

Certificate Information Security R

8. New Disciplines and Discipline Inclusions

Discipline *Title* *College*

AHS Art History R

ENT Engineering Technology N

ENP Entrepreneurship N

WEL Welding N

PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate of Arts Degree in Education, Human Development & Special Needs

College: R

SHORT DESCRIPTION OF PROGRAM

The Associate of Arts in Education, Human Development and Special Needs offers lower division coursework that provides an introduction to issues, policies, and practices of education, with an emphasis on special education. Students will build a foundation appropriate for entry into advanced study in education, including educational research, educational advocacy, public policy, and/or teacher preparation. The students also have the opportunity to participate in supervised fieldwork in K-8 settings.

This degree is designed to facilitate students transferring to the University of California, Riverside with an Associate Degree in Education, Human Development & Special Needs. With this degree, the student will be prepared to enter into the Education, Society and Human Development BA program. In this program, students are able to follow a general plan; specialize in Community Leadership, Policy, and Social Justice; or develop their own custom program of study.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of historical influences, current trends, theories, and educational issues in a global context.
- Demonstrate knowledge of professional standards, ethics, and professionalism in classrooms and school visits and implement established observation and visitation protocols within schools.
- Identify laws and regulations pertaining to and protecting children with disabilities and other special needs in education and community settings.
- Describe the process of accessing community agencies, referral systems and procedures for specialized support, specialized documents, resources and placement options.

Required Courses		Units
EDU-10	Introduction to Education Studies	3
EAR-40	Introduction to Children with Special Needs	3
EAR-43	Children with Challenging Behaviors	3
EAR-47	Childhood Stress and Trauma	3
EDU-1	Introduction to Elementary Classroom Teaching	4
EAR-20	Child Growth and Development	3
ENG-1A/1AH	English Composition	4
ENG-1B/1BH	Critical Thinking and Writing	4
MUS 89/89H	Music of Multicultural America	3
HUM 16	Arts and Ideas: American Culture	3
SOC 10	Race and Ethnic Relations	3
POL 1/1H	American Politics	3
GEG 1/1H	Physical Geography	3
BIO 1/1H	General Biology	4
HES 1	Health Science	3
COM 1	Public Speaking	3

Choose one of the following:

MAT 12/12H	Statistics	4
PSY/SOC 48	Statistics for the Behavioral Sciences	3
or		
MAT 26	Math for Elementary School Teachers	3

Choose one of the following:

HIS 1*	History of World Civilizations I	3
or		

HIS 2/2H*

History of World Civilizations II

3
58/59
1-3 units

UC/CSU Elective Course

(Must have 60 transferable units for transfer)

The Associate in Arts in Education, Human Development and Special Needs degree will be awarded upon completion of 60 transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

1. Certificates/Degrees to Be Proposed for State Approval

Title

College

Information Assurance Auditing (Certificate) (see attached)

M

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE OF RECORD

College R__M✓N__
TOP's Code: 0707.30

Certificate in Information Assurance Auditing

PROGRAM PREREQUISITE:

None

SHORT DESCRIPTION OF PROGRAM:

The Information Assurance Auditing Certificate Program will provide students with proficiency in the areas of computer operating systems, system analysis and design, practical computer security, information systems auditing standards and entrepreneurship.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this program, students should be able to:

- 1) Conduct consultations to determine the scope of the targeted security audit
- 2) Analyze and evaluate current policies to ensure that the customer is in compliance with State and Federal agencies
- 3) Conduct asset inventory, software licensing and risk assessment
- 4) Develop a report of findings and present this findings to the customer

The certificate program requires the completion of 6 core classes, for a total of 18 units.

<u>Required Courses</u>	<u>Units</u>
CIS 2 Systems Analysis and Design	3
CIS 4 Practical Computer Security	3
CIS 21 Introductions to Operating Systems	3
BUS 30 Entrepreneurship	3
CIS 8 Information Systems Auditing	3
CIS 22 Systems Auditing	3
<hr/>	
Total Units:	18

Agenda Item (VIII-D-1)

Meeting	5/15/2018 - Regular
Agenda Item	Committee - Resources (VIII-D-1)
Subject	Selection of PepsiCo to Provide District-Wide Beverage Services
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees authorize the selection of PepsiCo to provide district-wide beverage services.

Background Narrative:

Staff engaged in a Request for Proposal (RFP) process for the purpose of selecting a provider of district-wide beverage services. RFP's were provided to two (2) vendors and an advertisement was published on January 30, 2018 in the Press-Enterprise.

Proposals were received from PepsiCo and Reyes Coca-Cola Bottling, L.L.C., Inc. A contract review committee was formed to evaluate the proposals. The committee included District and College representatives comprised of the following members:

- Majd Askar – Director Business Services – District
- Melissa Elwood – Controller – District
- Patrick Pyle – General Counsel – District
- Melissa Griffith – Purchasing Specialist – District
- Rolando Regino – Director, Distance Education - District
- Chip West –VP of Business Services – RCC
- Susan Mills – VP, Planning & Development - RCC
- Mark Sellick – Assoc. Professor, Political Science – RCC
- Micherri Wiggs – Assoc. Professor, Communication Studies – RCC
- FeRita Carter – VP, Student Services - RCC
- Paul O’Connell - Asst. Professor, CTE, Auto Tech – RCC
- Cheryl Ruzak – Director, Food Services – RCC
- Sherrie DiSalvio –Financial & Technical Analyst – RCC
- James Reeves – Interim VP, Business Services – NC
- Jan Muto – Assoc. Professor, Community Studies – NC
- Odili Barrios – Assist. Manger, Food Service – NC
- Nathaniel Jones –VP, Business Services -MVC
- David Bobbitt – Financial & Technical Analyst – MVC
- Julie Hlebasko – Asst. Manager, Food Services – MVC
- Frankie Moore – Coordinator, Student Activities – MVC
- Jeanette Hazelwood - Student Trustee

Proposals were evaluated through email correspondence. Each proposal was assessed based on criteria consisting of: the ability to provide required services; compensation; experience; and overall quality of the proposal. The committee concluded that the services offered were comparable and that the commissions and incentives were the key determining factor in selecting the beverage service provider.

The Committee recommends award of the districtwide beverage service contract to PepsiCo. The contract term shall be for five (5) years, from June 1, 2018 through May 31, 2023. In exchange for the right to be the exclusive vendor of beverage products, PepsiCo guarantees: 1) a minimum yearly commission rate of 38% of gross

beverage sales; 2) an annual sponsorship of \$135,000 (with an increase each subsequent year); 3) a one-time signing bonus in the amount of \$107,854; 4) and scholarship, marketing, athletics, Foundation, flex fund, and product donations equal to \$20,000 annually. PepsiCo has also provided a \$3,000 Education Grant in the first year, on behalf of the Foundation for California Community Colleges, and have committed to support a bottle and can rebate program.

Attached is a comparison of incentives for each of the beverage proposals.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services
Nathaniel Jones, Vice President, Business Services (MVC)
Raymond West, Vice President, Business Services (RCC)
James Reeves, Interim Vice President, Business Services (NOR)

Attachments:

[05152018_RFP Beverage Comparison](#)
[05152018_PepsiCo Agreement](#)

Campus Beverage Proposals

PepsiCo & Coca Cola Comparison

Financial Incentives

Year	Vending Commissions		Annual Sponsorship		Annual Scholarship		Marketing		Athletics Sideline Support	
	PepsiCo	Coca Cola	PepsiCo	Coca Cola	PepsiCo *	Coca Cola	PepsiCo	Coca Cola**	PepsiCo	Coca Cola ***
1	38%	30%	\$135,000	\$100,000	\$5,000	\$4,500	\$4,000	\$6,000	\$2,000	\$2,000
2	38%	30%	\$150,000	\$100,000	\$2,000	\$4,500	\$4,000	\$4,000	\$2,250	\$2,000
3	38%	30%	\$155,000	\$100,000	\$2,000	\$4,500	\$4,000	\$4,000	\$2,500	\$2,000
4	38%	30%	\$160,000	\$100,000	\$2,000	\$4,500	\$4,000	\$4,000	\$2,750	\$2,000
5	38%	30%	\$165,000	\$100,000	\$2,000	\$4,500	\$4,000	\$4,000	\$3,000	\$2,000
Total			\$765,000	\$500,000	\$13,000	\$22,500	\$20,000	\$22,000	\$12,500	\$10,000

* Annual Scholarship: PepsiCo includes a \$3000 Educational Grant on behalf of FCCC and PepsiCo for Year 1

** Marketing: \$2,000 to be used on Fountain POS for the 1st year

***Athletics Sideline Support: Includes a \$500 Athletics Free Goods per year (Retail Value to District based on invoice price)

Additional Incentives

Year	Annual RCCD Foundations Support		Flex Fund		Bottles & Cans Rebate Program		Complimentary Products (Free Goods to District)		One Time Incentive ⁴	
	PepsiCo	Coca Cola	PepsiCo	Coca Cola	PepsiCo ¹	Coca Cola ²	PepsiCo	Coca Cola ³	PepsiCo	Coca Cola
1	\$3,000	N/A	\$6,000	N/A	1.25 Per Case	2.00 Per Case	\$3,000	\$5,400	\$107,854	\$50,000
2	\$3,000	N/A	\$6,500	N/A	.25 Increase Per Case	2.00 Per Case	\$3,000	\$5,400		
3	\$3,000	N/A	\$7,000	N/A	.25 Increase Per Case	2.00 Per Case	\$3,000	\$5,400		
4	\$3,000	N/A	\$7,500	N/A	.25 Increase Per Case	2.00 Per Case	\$3,000	\$5,400		
5	\$3,000	N/A	\$8,000	N/A	.25 Increase Per Case	2.00 Per Case	\$3,000	\$5,400		
Total	\$15,000	\$0	\$35,000	\$0			\$15,000	\$27,000	\$107,854	\$50,000

¹ PepsiCo Rebate will increase \$0.25 per case on 24 packs and 12,15 packs of bottle & can cases in years 2-5.

² Coca Cola Rebate per case on 24 packs and 15 packs of bottle and can cases

³ Includes a \$2,400 Odwalla or Simply Juices Free Goods per year (Retail Value to District based on invoice price)

⁴ One Time Up Front Conversion for Coca Cola and One Time Capital Investment for PepsiCo



SPONSORSHIP AGREEMENT

This sets forth the agreement (“*Agreement*”) between Bottling Group, LLC and its affiliates and/or respective subsidiaries collectively comprising Pepsi Beverages Company, with an office located at 6659 Sycamore Canyon Blvd, Riverside, CA 92507 (“*Pepsi*”) and Riverside Community College District, with its principal place of business at 3801 Market Street, Riverside, CA 92501 (the “*Customer*”).

WHEREAS, Pepsi desires the right to be the exclusive supplier of Beverages (as defined below) to the Customer; and

WHEREAS, Pepsi has submitted a bid in response to an invitation to bid issued by the Customer for the exclusive right to develop and carry out a program for the sale of its beverage products in all facilities owned or operated by the Customer; and

WHEREAS, Pepsi is experienced in installing, operating, servicing and maintaining equipment for dispensing beverage products and the Customer has determined that it is in the best interests of the Customer to contract with Pepsi to provide services for the sale of beverage products; and

WHEREAS, Pepsi wishes to identify itself with the Customer and to have its products promoted and sold at the Facilities (as defined below) and further wishes to receive the other promotional benefits provided for by the Customer in this Agreement; and

NOW, THEREFORE, in consideration of the terms, covenants and conditions herein contained, and the other mutual promises set forth herein, the parties agree as follows:

AGREEMENT

DEFINITIONS.

“*Approved Cups*” means the disposable cups approved by Pepsi from time to time as its standard trademark cups and other containers approved by Pepsi from time to time and bearing the trademark(s) of Pepsi and/or other Products. In addition, Pepsi agrees that the Customer shall have the right to produce limited-run commemorative plastic cups reasonably acceptable to Pepsi for use at the Facilities and that such cups shall also be considered to be Approved Cups, provided that Pepsi’s trademark(s) for Pepsi® shall be included on such commemorative cups. The use and size of Pepsi’s trademark(s) on such commemorative cups shall be subject to the prior approval of Pepsi.

“*Beverage*” or “*Beverages*” means all carbonated and non-carbonated, non-alcoholic drinks, however dispensed, including but not limited to, (i) colas and other flavored carbonated drinks; (ii) fruit juice, fruit juice containing and fruit flavored drinks; (iii) chilled coffee drinks; (iv) chilled tea products; (v) hypertonic, isotonic and hypotonic drinks (sports drinks and fluid replacements); (vi) energy drinks, (vii) packaged carbonated or still water (including spring, mineral or purified), (viii) liquid concentrate teas (“*LCT*”), (ix) frozen carbonated and non-carbonated beverages (“*FB*”), and (x) any future categories of nonalcoholic beverage products that may be distributed by Pepsi.



“**Cases**” shall mean the number of cases of Packaged Products purchased by the Customer from Pepsi, initially delivered in quantities of 24, 15, and 12 bottle/can units, and thereafter in such other size, quantity and type of containers as determined by Pepsi, from time to time.

“**Competitive Products**” shall mean any and all Beverages other than the Products.

“**Customer Marks**” shall mean (i) the Designations (as defined below) and (ii) the Customer’s characters, colors, emblems, designs, identifications, logos, mascots, name, service marks, symbols, trademarks, all trade names, uniforms and other proprietary designations which are owned, licensed to or controlled by the Customer and which relate to the Facilities and which are in existence on at the beginning of the Term or which will be created during the Term. For clarity purposes, Customer Marks shall include, without limitation, characters, colors, emblems, designs, identifications, logos, mascots, name, service marks, symbols, trademarks, all trade names, uniforms and other proprietary designations associated with or related to all intercollegiate athletic teams associated with the Customer, at the beginning of the Term or which will be created during the Term, if any.

“**Designations**” shall include, but not be limited to, the following: “A Proud Sponsor of Riverside Community College District” and “Official Water and Soft Drink of Riverside Community College District.”

“**Equipment**” means the following types of equipment owned and operated by Pepsi and used to sell or dispense the Products: (i) full service vending machines (“**Vending Machines**”); (ii) retail single-serve food service equipment and (iii) fountain service equipment.

“**Facilities**” shall mean the entire premises of every facility owned, leased, occupied or operated by the Customer or its Food Service Provider, now or in the future, including all buildings, the grounds, parking lots, dining facilities, snack bars, food carts, book stores, athletic facilities and concession stands, and, for each building, the grounds, parking, lots, dining facilities, unbranded and branded food service outlets and vending areas. “**Facilities**” shall also be deemed to include: all District locations and other convenience store operations and restaurants initiated during the Term of this Agreement in space leased to third-party commercial tenants within Customer-owned buildings

“**Food Service Provider**” shall mean any food service provider which may serve at the Facilities at any point during the Term. The Customer acknowledges and agrees that this Agreement, including the pricing, funding and other consideration provided for herein is based on the Customer’s current operating model/use of third party Food Service Providers. Thus, in the event that: (i) if the Customer is currently self-operated, the Customer switches to a Food Service Provider, or (ii) if the Customer currently uses a Food Service Provider to operate its concessions, such agreement between the Customer and the current Food Service Provider expires or is terminated, and the Customer enters into a new arrangement with a Food Service Provider; then any such new or subsequent agreement between the Customer and any Food Service Provider (pursuant to either (i) or (ii) above) shall require such Food Service provider to abide by the applicable pricing and other terms set forth in this Agreement to the exclusion of all other benefits, and shall specifically require such Food Service Provider to affirm that it will not be entitled or seek to receive any funding or other benefits/consideration in connection with any agreement such Food Service Provider may separately have with Pepsi or Pepsi’s affiliates. In the event that the Customer fails to adhere to this requirement (or the Food Service Provider refuses to abide



accordingly), then Customer hereby authorizes Pepsi, and Pepsi shall be entitled to adjust its pricing, funding or other consideration provided to the Customer by an amount equal to the incremental costs incurred by Pepsi as a result of the Customer's change in Food Service Providers.

“*Gallons*” shall mean the number of gallons of the Postmix Products purchased by the Customer from Pepsi.

“*Packaged Products*” shall mean Beverages that are distributed in pre-packaged form (*i.e.*, Bottles & Cans). A current list of Pepsi's Packaged Products is found in attached Exhibit A which may be amended by Pepsi from time to time.

“*Postmix Products*” shall mean beverage products used to create and dispense fountain beverages. A current list of Pepsi's Postmix Products is found in attached Exhibit A which may be amended by Pepsi from time to time.

“*Products*” shall mean Postmix Products and Packaged Products manufactured, bottled, sold and/or distributed by Pepsi.

“*Year*” shall mean each 12-month period during the Term commencing on the first day of the Term or an anniversary thereof.

1. TERM.

The term of this Agreement shall be for a five (5) year period beginning on June 1, 2018 and expiring on May 31, 2023, unless sooner terminated as provided herein (“*Term*”).

2. GRANT OF BEVERAGE AVAILABILITY AND MERCHANDISING RIGHTS.

During the Term, Customer hereby grants to Pepsi the following exclusive Beverage availability and exclusive Beverage merchandising right as set forth and described below:

Beverage Availability at the Facilities.

Grant of Rights.

(a) Pepsi shall have the exclusive right to make Beverages available for sale and distribution throughout the Facilities, including the right to provide all Beverages sold at athletic contests (*i.e.*, concession stands, sales in stands (hawking) or other means), booster club activities, and all other special events conducted at or any location on the Facilities (“*Special Events*”). The Products shall be the only Beverages sold, dispensed or served at the Facilities (*i.e.*, at concession stands, sales in stands (hawking) or other means), and the Products shall be sold at all food service concession or vending locations located within the Facilities; and

(b) Pepsi shall have the exclusive right to install the Equipment throughout the Facilities. Pepsi shall have the further right to install additional Equipment in buildings and facilities acquired and/or constructed by the Customer after the date of this



Agreement. Pepsi shall install the Equipment at its sole expense; *provided, however*, that the Customer will be responsible for all electrical hook-ups and charges related thereto. Pepsi shall have the right to place full trademark panels on all sides of its Equipment. Pepsi, or one of its affiliates, shall retain title to all Equipment.

Purchasing of Postmix Products.

The Postmix Products shall be purchased by Customer or the Food Service Provider from Pepsi at the prices established by Pepsi from time to time. Current pricing for Postmix Products is as set forth in Exhibit A attached hereto. Such initial pricing shall remain fixed for Years One and Two of the Term. Thereafter, Pepsi shall have the right to increase Postmix Product pricing up to five percent (3.5%) per Year.

Purchasing of Packaged Products.

The Packaged Products shall be purchased by Customer or the Food Service Provider from Pepsi at prices established by Pepsi from time to time. Current pricing for Packaged Products is as set forth in Exhibit A attached hereto. Such initial pricing shall remain fixed for Years One and Two of the Term. Thereafter, Pepsi shall have the right to increase Packaged Product pricing up to five percent (3.5%) per Year.

Food Service.

During the Term, Pepsi shall work directly with, Customer and the Food Service Provider for the Facilities, to provide all of its requirements for the Products. Customer shall cause its Food Service Provider to purchase the Product from Pepsi at prices as determined by Pepsi. The Customer shall cause its Food Service Provider to purchase Products from Pepsi in sufficient quantities to ensure the regular and continuous distribution of the Products at the Facilities. Pepsi shall work directly with Customer and its Food Service Provider to promote sales of the Products through appropriate point-of-sale and other advertising materials bearing the trademarks of the Products at Pepsi's expense.

Vending.

Pepsi shall have the exclusive right to install Beverage Vending Machines at the Facilities for dispensing the Products; *provided, however*, that Pepsi shall work with Customer to mutually identify and agree to optimal locations for such equipment. Pepsi shall not be assessed common area maintenance fees, taxes or other charges based on its occupation of the space allocated to Vending Machines.



Product Merchandising Rights.

During the Term and subject to the terms and conditions contained in this Agreement, Customer grants Pepsi the exclusive right to merchandise Beverages at the Facilities as set forth and described below:

Menu Board Advertising.

Customer agrees that Pepsi's trademarks for products shall be listed on the menu boards at concession locations in which Products are served to customers at the Facilities. All brand identification containing Pepsi trademarks and/or service marks for menu boards set forth herein will be prepared and installed by Customer at Customer's sole cost and expense.

Approved Cups; Product Hawking and Catering.

Customer agrees that all Products served, sold or dispensed at concession locations in which Products are served to customers at the Facilities shall be served in Approved Cups and all other Beverages served, sold or dispensed within the Facilities shall be served in either Approved Cups or other disposable cups which do not bear, display or contain the trademarks or service marks of a manufacturer of Competitive Products. Pepsi agrees to make Approved Cups available for purchase and the Customer shall purchase, and shall require that all concessionaires, Food Service Providers, booster clubs and other third parties selling Beverages at the Facilities purchase all Products, cups, lids and carbon dioxide directly from Pepsi at prices determined by Pepsi.

3. GRANT OF ADVERTISING AND PROMOTIONAL RIGHTS.

During the Term, Customer hereby grants to Pepsi the right to advertise and promote Products in and with respect to the Customer and the Customer Marks upon the terms and conditions contained in this Agreement and as set forth and described below.

Advertising

Facilities and Print Advertising.

Pepsi shall have the right to Facilities and print advertising as mutually agreed between the parties and as further outlined in Exhibit B.

Design and Installation of Customer Advertising.

Pepsi agrees, at its own cost, to provide Customer with the general design of all Customer Advertising. The Customer Advertising shall be constructed and installed by Customer (or an agent thereof) at Customer's sole cost and expense. All Customer Advertising shall be in conformity with the general scheme and plan of the Customer and the surrounding areas.



Advertising/Signage Changes.

Customer recognizes Pepsi's right to change, modify and alter its advertising for, or identification of, any of the Products or to discontinue the manufacture of any of the Products. Pepsi shall reimburse Customer for all reasonable costs and expenses incurred by Customer in changing or modifying or altering any Facilities Advertising, menu boards and other Pepsi identification or references to any of the Products necessitated by Pepsi's changes to the advertising, trademarks or trade names, designations or identification thereof. Pepsi shall have the right to modify change or alter the promotional messages appearing thereon and all such modifications, changes and/or alterations shall be at Pepsi's sole cost and expense. Customer shall use reasonable efforts to minimize the cost to Pepsi for modifying, altering and/or changing Pepsi's advertising.

Maintenance of Signage.

Customer shall maintain all Facility Advertising and other signs and advertising for Products in good order. Customer shall effect any necessary repairs reasonably determined by Customer at Customer's sole cost and expense. Where practical, Customer shall consult with Pepsi prior to incurring any material signage or other related maintenance expenses.

Promotional Rights.

General Sponsorship Designation.

Customer hereby agrees that Pepsi shall have the right to promote the fact that Pepsi is an official sponsor of the Customer and its intercollegiate athletic teams, if any, and that the Products are available at the Facilities, including the right of Pepsi to refer to itself using the Designations. Such promotion may be conducted through the distribution channels of television, radio and print media, on the packaging of (including cups and vessels) and at the point-of-sale of any and all Products wherever they may be sold or served.

Grant of License to Use the Customer Marks for Promotional Activities.

Customer hereby grants to Pepsi a nonexclusive license to use the name of the Facilities and the Customer Marks for the limited purposes of promoting Products within the context of promotional activities. Customer acknowledges that, in order to make full use of the rights granted in this Agreement, Pepsi may conduct the promotional activities through its primary distribution channels in which Pepsi sells Products to the ultimate consumer, such as at the retail level, within drug stores and other retail outlets, by and through mass merchandise campaigns and together with Pepsi's food service accounts and customers.



Representations, Warranties and Covenants regarding the Ownership and Protection of the Customer Marks and Related Proprietary Rights.

Customer represents and warrants that it is the sole and exclusive owner of all right, title and interests in and to the Customer Marks (including without limitation, all goodwill associated therewith) and Pepsi's use of the Customer Marks pursuant to this Agreement will not infringe the rights of any third parties. Pepsi acknowledges that nothing contained in this Agreement shall provide Pepsi with any right, title or interest to the Customer Marks other than the right to use such Customer Marks granted under this Agreement. Pepsi (on behalf of itself and its affiliates) agrees that it shall not attack the title or any rights of Customer and its affiliates and cooperate with Customer and its affiliates to procure any protection or to protect any of the rights of Customer and its affiliates in and to the Customer Marks. Pepsi shall cause to appear on all materials incorporating the Customer Marks such legends, markings and notices as Customer or its affiliates may request in order to give appropriate notice of any trademarks, service mark, trade name, copyright or other right with respect to the Customer Marks. Pepsi shall not make any alterations or changes to the design or type of the Customer Marks without the prior written consent of Customer.

Representations, Warranties and Covenants regarding the Ownership and Protection of Proprietary Rights of Pepsi.

Pepsi represents and warrants that Pepsi is authorized to use certain names, logos, service marks and trademarks of PepsiCo, Inc. (including without limitation, all goodwill associated therewith) (the "*Pepsi Marks*") under a license from PepsiCo, Inc. Customer acknowledges that nothing contained in this Agreement shall provide Customer with any right, title or interest to the names, logos, service marks and trademarks of PepsiCo, Inc. without the prior written approval of PepsiCo, Inc. Customer (on behalf of itself and its affiliates) agrees that it shall not attack the title or any rights of PepsiCo, Inc., Pepsi and its affiliates and cooperate with PepsiCo, Inc., Pepsi and its affiliates to procure any protection or to protect any of the rights of PepsiCo, Inc., Pepsi and its affiliates in and to the Pepsi Marks. Customer shall cause to appear on all materials incorporating the Pepsi Marks such legends, markings and notices as Pepsi or its affiliates may request in order to give appropriate notice of any trademarks, service mark, trade name, copyright or other right with respect to the Pepsi Marks. Customer shall not make any alterations or changes to the design or type of the Pepsi Marks without the prior written consent of PepsiCo, Inc.

4. GRANT OF OTHER RIGHTS.

Sampling.

Customer agrees to permit to conduct, at Pepsi's sole cost and expense, limited sampling of Pepsi products at the Facilities in a form and manner as specifically authorized and approved by Customer and in accordance with rules and procedures established by Customer, in its sole discretion, as may be amended or supplemented from time to time by Customer.



Additional Rights.

Customer agrees to provide Pepsi with the additional rights set forth on Exhibit B.

5. EXCLUSIVITY.

A. During the Term, Customer, its agents, representatives, intercollegiate athletic teams coaches and players, and staff (i) shall not themselves nor shall they permit a third party to, sell, serve, promote, market, advertise, sponsor or endorse Competitive Products at the Facilities or in connection with the Customer, its intercollegiate athletic teams coaches and players, and its staff and (ii) shall ensure that the Products are the only Beverages sold, served, promoted, marketed, advertised, merchandised, sponsored or endorsed, at the Facilities or in connection with the Customer, intercollegiate athletic teams coaches and players, and its staff.

B. Customer recognizes that Pepsi has paid valuable consideration to ensure an exclusive associational relationship with the Facilities, Customer, and/or Customer Marks with respect to Beverages and that any dilution or diminution of such exclusivity seriously impairs Pepsi's valuable rights. Accordingly, the Customer will promptly oppose Ambush Marketing (as defined below) and take all reasonable steps to stop Ambush Marketing and to protect the exclusive associational rights granted to Pepsi pursuant to this Agreement. In the event any such Ambush Marketing occurs during the Term, each party will notify the other party of such activity immediately upon learning thereof. As used herein, "**Ambush Marketing**" shall mean an attempt by any third party, without Pepsi's consent, to associate Competitive Products with the Facilities, Customer and/or Customer Marks, or to suggest that Competitive Products are endorsed by or associated with the Facilities, Customer and/or Customer Marks by referring directly or indirectly to the Facilities, Customer and/or Customer Marks.

6. CONSIDERATION.

In consideration for the advertising, merchandising, promotional rights, and the other related rights and benefits provided to Pepsi by Customer as described herein, and provided Customer is not in breach of this Agreement, Pepsi agrees to pay to Customer:

A. Annual Sponsorship Fee.

An Annual Sponsorship Fee (the "**Annual Sponsorship Fee**"), payable annually pursuant to the following:

<i>Year</i>	<i>Applicable Time Period</i>	<i>Amount*</i>	<i>Due Date: within 60 days after:</i>
1	June 1, 2018 – May 31, 2019	\$135,000	Execution of Agreement by parties
2	June 1, 2019 – May 31, 2020	\$150,000	June 1, 2019
3	June 1, 2020 – May 31, 2021	\$155,000	June 1, 2020
4	June 1, 2021 – May 31, 2022	\$160,000	June 1, 2021
5	June 1, 2022 – May 31, 2023	\$165,000	June 1, 2022

* The Customer acknowledges and agrees that each Annual Sponsorship Fee payable to the Customer is based on



<i>Year</i>	<i>Applicable Time Period</i>	<i>Amount*</i>	<i>Due Date: within 60 days after:</i>
a minimum number of Units purchased from Pepsi and sold throughout the Facilities pursuant to this Agreement during the applicable Year. The minimum number of Units per Year is 26,600 (“ Annual Units Threshold ”). As used herein, “ Units ” means Gallons and Cases (including Cases sold through Vending Machines). For the purposes of determining Units sold, 1 Case shall equal 1 Gallon. Therefore, if during any Year the number of Units falls below the Annual Units Threshold, then the Annual Sponsorship Fee payable for the next Year will be reduced by a percentage equal to the percentage decrease between the Annual Units Threshold and the actual number of Units sold during such Year. <i>For example, if the Annual Sponsorship Fee is \$1,000 and the Annual Units Threshold is 500 Units, and during Year 1 the actual Units sold is 250 Units, and then the Annual Sponsorship Fee for Year 2 will be \$500 (reduced by 50%).</i>			

The Annual Sponsorship Fee is earned throughout the Year in which they are paid. In the event Pepsi terminates this Agreement due to the Customer’s failure to cure a breach hereof, the unearned Annual Sponsorship Fees will be repaid to Pepsi pursuant to the terms of Section 10.D herein.

B. RCCD Annual Student Scholarship and Foundation Support Fund.

Pepsi shall provide an annual student scholarship fee, payable to the Customer annually pursuant to the following (the “**Annual Student Scholarship Fund**”):

<i>Year</i>	<i>Applicable Time Period</i>	<i>Amount</i>	<i>Due Date: within 60 days after:</i>
1	June 1, 2018 – May 31, 2019	\$8,000*	Execution of Agreement by parties
2	June 1, 2019 – May 31, 2020	\$5,000	June 1, 2019
3	June 1, 2020 – May 31, 2021	\$5,000	June 1, 2020
4	June 1, 2021 – May 31, 2022	\$5,000	June 1, 2021
5	June 1, 2022 – May 31, 2023	\$5,000	June 1, 2022

*The Year One Annual Student Scholarship Fund includes the one-time \$3,000 commitment Pepsi makes to members of the Federation of California Community Colleges.

The Annual Student Scholarship Fund is earned throughout the Year in which it is paid. In the event Pepsi terminates this Agreement due to the Customer’s failure to cure a breach hereof, the unearned Annual Student Scholarship Fund will be repaid to Pepsi pursuant to the terms of Section 10.D herein.

C. Commissions.

Commissions, as a percentage of the actual cash (“**cash in bag**” or “**CIB**”) collected by Pepsi from the Vending Machines placed at the Facilities, plus actual amounts received by Pepsi in connection with credit card or debit card sales (collectively with CIB, “**Revenue**”), less any applicable reimbursements, fees or deposits (“**Commissions**”). Such Commissions shall be at the rate(s) set forth below (the “**Commission Rate**”) and shall be calculated as follows:

(Revenue * Commission Rate) – applicable CRV = Commission Due

<i>Product</i>	<i>Minimum Vend Price</i>	<i>Commission Rate*</i>
20 oz. Aquafina	\$1.75	38%
20 oz. Carbonated Soft Drinks	\$1.75	38%
20 oz. Crush	\$1.75	38%



20 oz. Gatorade and G2	\$2.00	38%
20 oz. Propel	\$2.00	38%
20 oz. Lipton Brisk	\$1.75	38%
20 oz. Lipton Iced Tea	\$1.75	38%
15.2 oz. Ocean Spray	\$2.00	38%
15 oz. Starbucks Double Shot	\$2.75	38%
12 oz. Mountain Dew Kickstart	\$2.00	38%
16 oz. Mountain Dew Kickstart	\$2.00	38%
16 oz. Rockstar	\$2.75	38%
*Commission Rate stated above shall only apply to Products sold by Pepsi through its Vending Machines at the beginning of the Term. If Pepsi proposes any new Products to the Customer during the Term, then Pepsi shall have the right to apply a different Commission Rate and/or Minimum Vend Price for such new Product.		

(1) **Commissions Payment.** Commissions shall be remitted by Pepsi to the Customer within thirty (30) days of the end of each 4-week accounting period established by Pepsi. Pepsi shall make all pertinent revenue and sales records respecting the Vending Machines available to Customer. Customer agrees that it is responsible for reviewing such records and that any claim or dispute relating to the Commissions must be brought by Customer in writing within one (1) year of the date such Commissions payment is due. Customer further acknowledges and agrees that it shall not receive any Commissions payment from Pepsi if Commissions fail to reach a certain threshold amount per period or quarter. The applicable threshold amounts vary based on the payment period and will be established and communicated pursuant to Pepsi’s policies and procedures related to its Full Service Vending business, as may be revised by Pepsi from time to time.

(2) **Change to Commission Rate.** Customer acknowledges and agrees that Pepsi established the Commission Rate based on any applicable sales tax associated with the sale of the Products through the Vending Machines as of the commencement date of this Agreement. If, during the Term, applicable sales taxes should increase by more than five percent (5%), then Pepsi shall have the right to automatically reduce the Commission Rate by the same percentage amount.

D. **Rebates.**

Each Year throughout the Term, Pepsi shall calculate the total applicable Cases of Packaged Products purchased from Pepsi by the Customer and its Food Service Provider pursuant to this Agreement, and shall provide the Customer with rebates calculated based on applicable amounts set forth below (the “***Rebates***”). The Rebates, if applicable, shall be paid by Pepsi within sixty (60) days of the end of each applicable Year during the Term.

Rebate Amount	Applicable Products
\$1.25/Case Year 1	All Cases of Packaged Products
\$1.50/Case Year 2	All Cases of Packaged Products
\$1.75/Case Year 3	All Cases of Packaged Products
\$2.00/Case Year 4	All Cases of Packaged Products



\$2.25/Case Year 5	All Cases of Packaged Products
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E. Equipment and Capital Investment.

As further set forth in Section 8 below, Pepsi agrees to provide Equipment and service to such Equipment with a total value of \$107,854 over the entire Term.

7. **ADDITIONAL CONSIDERATION.**

In addition to the consideration specified above, and provided Customer is not in breach of this Agreement, Pepsi shall provide the following further consideration to the Customer:

A. Annual Product Donations.

Pepsi will provide annual Product donations of up to a total of 300 cases per Year across the Facilities upon request of the Customer; *provided, however*, that the Customer will administer all requests through a central contact so that the Customer may prioritize the requests. Customer acknowledges and agrees that unrequested Product in any Year will not be carried over to a subsequent Year and will not be redeemable for a cash value.

B. Annual Marketing Activation Support.

Each Year during the Term, Pepsi shall provide Customer with marketing support valued at up to Four Thousand Dollars (\$4,000) ("**Annual Marketing Activation Support**"). The Annual Marketing Activation Support will be held by Pepsi, and accessed by Pepsi to pay for the activation of marketing programs for the benefit of Pepsi and Customer. Utilization of the Annual Marketing Activation Support will be mutually agreed to by the parties. Customer acknowledges and agrees that unused Annual Marketing Activation Support in any Year will not be carried over to a subsequent Year and will not be redeemable for a cash payment

C. Annual Gatorade Sideline Support.

Pepsi will provide annual Gatorade sideline merchandise of up to a total value of Two Thousand Dollars (\$2,000) in Year One, (\$2,250) Year Two, (\$2,500) Year Three, (\$2,750) Year Four, (\$3,000) Year Five across the Facilities upon request of the Customer; *provided, however*, that the Customer will administer all requests through a central contact so that the Customer may prioritize the requests. Customer acknowledges and agrees that unrequested Gatorade sideline merchandise in any Year will not be carried over to a subsequent Year and will not be redeemable for a cash value.

D. Annual Flex Fund Support.

Each Year during the Term, Pepsi shall provide Customer with flex fund support valued at up to Six Thousand Dollars (\$6,000) in Year One and (\$6,500) Year Two, (\$7,000) Year Three, (\$7,500) Year Four, (\$8,000) Year Five ("**Annual Flex Fund Support**"). The Annual Flex Fund Support will be held by Pepsi, and accessed by Pepsi to pay for the incremental marketing and merchandise items requested by Customer during the Year. Utilization of the



Annual Flex Fund Support will be mutually agreed to by the parties. Customer acknowledges and agrees that unused Annual Flex Fund Support in any Year will not be carried over to a subsequent Year and will not be redeemable for a cash payment

8. EQUIPMENT AND SERVICE.

A. Beverage Dispensing and Other Equipment.

(1) Pepsi shall, based upon Pepsi's survey of the Facilities' needs, provide and install all Equipment at the Facilities for the dispensing of Product during the Term. Title to all Equipment shall be with Pepsi or its affiliates.

(2) During the Term Pepsi will provide, at no charge to the Customer, preventative maintenance and service to the Equipment. Pepsi will service and stock, if necessary, (i) the Equipment and (ii) any additional Equipment determined by the parties to be installed at new locations on the Facilities.

(3) The Equipment may not be removed from the Facilities without Pepsi's written consent, and the Customer agrees not to encumber the Equipment in any manner or permit other equipment to be attached thereto except as authorized by Pepsi. At the end of the Term, Pepsi shall have the right to, and shall upon request of the Customer, remove all Equipment from the Facilities at no expense to the Customer.

(4) Pepsi shall be responsible for collecting, for its own account, all cash monies from the Vending Machines and for all related accounting for all cash monies collected therefrom. The Customer agrees to provide reasonable assistance to Pepsi in apprehending and prosecuting vandals. Pepsi shall not be obligated to pay commissions as provided in this Agreement on documented revenue losses resulting from vandalism or theft of product with respect to any Vending Machines on the Facilities.

(5) Pepsi reserves the absolute right to remove any glass front Vending Equipment that sells less than eight (8) cases of Product per week or any other Vending Equipment that sells less than two (2) cases of Product per week.

B. Service to Equipment.

Other than routine maintenance, which shall be the responsibility of and completed by Customer or its designee, Pepsi or its designated agents shall be responsible for maintaining, repairing and replacing the Equipment. Pepsi shall provide Customer with a telephone number to request emergency repairs and receive technical assistance related to the Equipment. Pepsi shall respond to each Customer request and use reasonable efforts to remedy the related Equipment problem as soon as possible.



9. REMEDIES FOR LOSS OF RIGHTS - TERMINATION.

A. Customer's Termination Rights.

Without prejudice to any other remedy available to Customer at law or in equity in respect of any event described below, this Agreement may be terminated by Customer at any time effective thirty (30) days following written notice to Pepsi from Customer if:

(1) Pepsi fails to make any payment due hereunder, and such default shall continue for thirty (30) days after written notice of such default is received by Pepsi; or

(2) Pepsi breaches or fails to perform any other material term, covenant or condition of this Agreement or any representation or warranty shall prove to have been false or misleading in any material respect and Pepsi fails to cure such breach within forty-five (45) days after written notice of default is delivered to Pepsi. If such cure cannot reasonably be accomplished within such forty-five (45) day period, this provision shall not apply where Pepsi shall have, in good faith, commenced such cure and thereafter shall diligently proceed to completion; *provided, however*, that such cure is completed to the reasonable satisfaction of Customer within ninety (90) days from the date of Pepsi's receipt of such written notice of default.

B. Pepsi's Termination Rights.

Without prejudice to any other remedy available to Pepsi at law or in equity in respect of any event described below, this Agreement may be terminated in whole or in part by Pepsi at any time, effective thirty (30) days following written notice to the Customer if (i) any of the Products are not made available as required in this Agreement by the Customer, their agents or concessionaires; (ii) any of the rights granted to Pepsi herein are materially restricted or limited during the Term of this Agreement; (iii) a final judicial opinion or governmental regulation prohibits, or materially impacts or impairs (*e.g.*, beverage tax or size restriction) the availability or cost of Beverages, whether or not due to a cause beyond the reasonable control of the Customer; or (iv) Customer breaches any or fails to perform any other material term, covenant or condition of this Agreement or any representation or warranty shall prove to have been false or misleading in any material respect. In connection with the foregoing, Pepsi shall give Customer notice of the event and where applicable (for events within Customer's control), shall provide Customer forty-five (45) days to cure such breach. If the identified breach/event is not remedied with the applicable notice period, then Pepsi may terminate this Agreement and recover from the Customer a reimbursement in accordance with Section 10.D herein. In addition to the termination rights set forth herein, in the event of any of the occurrences outlined in subsections (i) – (iii) above, Pepsi shall have the right, at its discretion and in lieu of termination, to mandate that the Customer meet and engage in good faith negotiations aimed at modifying the Agreement to reduce Pepsi's ongoing support of the Customer by an amount that is equitable in light of the diminution of right to Pepsi (*e.g.*, equivalent to the percentage volume decline on campus). If such negotiations fail, then Pepsi shall have the right to terminate the Agreement upon thirty (30) days' notice.



C. Additional Termination Rights Available to Pepsi and Customer.

Without prejudice to any other right or remedy available to either party at law or in equity of any event described below, this Agreement may be terminated by either party if the other party, or any parent of such other party, shall: (i) have an order for relief entered with respect to it, commence a voluntary case or have an involuntary case filed against it under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect (and such order or case is not stayed, withdrawn or settled within sixty (60) days thereafter) it is the intent of the parties hereto that the provisions of Section 365(e)(2)(A) of Title 11 of the United States Code, as amended, or any successor statute thereto, be applicable to this Agreement; or (ii) file for reorganization, become insolvent or have a receiver or other officer having similar powers over it appointed for its affairs in any court of competent jurisdiction, whether or not with its consent (unless dismissed, bonded or discharged within 60 days thereafter); or (iii) admit in writing its inability to pay its debts as such debts become due.

D. Sponsorship Fees in the Event of Termination.

If Pepsi terminates this Agreement pursuant to Section 10 or Customer terminates this Agreement without cause, then Pepsi shall be entitled to recover from Customer, without prejudice to any other right or remedy available to Pepsi, and Customer shall pay to Pepsi all funding paid by Pepsi to the Customer which remains unearned as of the time of termination. With regard to the Initial Support Funds, the amount of such reimbursement shall be determined by multiplying the Initial Support Funds by a fraction, the numerator of which is the number of months remaining in the Term at the time such termination occurs and the denominator of which is 60. With regard to the Annual Sponsorship Fee and the Annual Student Scholarship Fund, the amount of such reimbursement shall be determined by multiplying the total of the Annual Sponsorship Fee and Annual Student Scholarship Fund paid in the Year in which the Agreement is terminated by a fraction, the numerator of which is the number of months remaining in the Year in which the Agreement is terminated at the time such termination occurs and the denominator of which is twelve (12).

10. TAXES.

Customer acknowledges and agrees that neither Pepsi nor its affiliates shall be responsible for any taxes payable, fees or other tax liability incurred by the Customer in connection with any fees payable by Pepsi under this Agreement. In addition, Pepsi shall be responsible only for the payment of taxes on the sales of Products through Vending Machines. Pepsi shall not be assessed common area maintenance fees, taxes or other charges based on its occupation of the space allocated to its Equipment.

11. CONFIDENTIALITY.

A. Except as otherwise required by law or the rules or regulations of any national securities exchange or the rules or regulation of the Customer, the Customer and Pepsi agree not to disclose Confidential Information (as hereinafter defined) to any third party other than to their respective directors, officers, employees and agents (and directors, officers, employees and agents of their respective affiliates) and advisors (including legal, financial and accounting advisors) (collectively, "**Representatives**"), as needed.



B. “*Confidential Information*” shall include all non-public, confidential or proprietary information that Customer or its Representatives make available to Pepsi or its Representatives or that Pepsi or its Representatives make available to Customer or its Representatives in connection with this Agreement. “*Confidential Information*” shall include, but not be limited to, the terms and conditions of this Agreement. It is expressly understood that the disclosure in or pursuant to this Agreement by Customer, Pepsi or their respective Representatives of Confidential Information is not a public disclosure thereof, nor is a sale or offer for sale of any product, equipment, process or service of Customer or Pepsi.

C. These Confidentiality provisions and the obligations of the parties hereunder will survive the expiration or sooner termination of this Agreement for a period of three (3) years following such date of expiration or termination of this Agreement.

12. REPRESENTATIONS, WARRANTIES AND COVENANTS.

A. Each party represents and warrants to the other: (1) it has full power and authority to enter into this Agreement and to grant and convey to the other the rights set forth herein; and (2) all necessary approvals for the execution, delivery and performance of this Agreement have been obtained and this Agreement has been duly executed and delivered by the parties and constitutes the legal, valid and binding obligation, enforceable in accordance with its terms, and nothing contained in this Agreement violates, interferes with or infringes upon the rights of any third party; (3) the respective signatory of this Agreement is duly authorized and empowered to bind the party to the terms and conditions of this Agreement for the duration of the Term; and (4) the parties have complied with all applicable laws, ordinances, codes, rules and regulations relating to its entering into this Agreement and its performance hereunder.

B. Each of the parties hereto agree that: (1) the representations, warranties and covenants contained herein shall survive the execution and delivery of this Agreement, and (2) except as expressly set forth herein, neither party has made, and neither party is relying on, any representation or warranty, express or implied, with respect to the subject matter hereof.

C. To the extent that the any intercollegiate athletic team is relocated to a venue which is not within the Facilities as its home venue, Customer agrees that it shall ensure all rights of Pepsi hereunder shall be extended to such alternate venue as to the intercollegiate athletic team and any advertising and pouring rights contained herein.

13. INDEMNIFICATION.

A. Pepsi will indemnify and hold the Customer harmless from any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys’ fees) arising out of: (i) its breach of any term or condition of this Agreement; (ii) product liability suits resulting from the use or consumption of Products purchased directly from Pepsi; and/or (iii) the negligence or willful misconduct of Pepsi, (excluding claims arising out of the Customer’s negligence or willful misconduct).



B. To the extent permitted by applicable law, the Customer will indemnify and hold Pepsi, its subsidiaries, affiliates or assigns harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys' fees) arising out of (i) its breach of any term or condition of this Agreement; and/or (ii) the negligence or willful misconduct of the Customer (excluding claims arising out of Pepsi's negligence or willful misconduct).

C. The provisions of this Section shall survive the termination of this Agreement.

14. INSURANCE.

A. Each party hereto maintains and agrees to maintain, at all times during the Term and for a period of three (3) years thereafter, a comprehensive program of risk retention and insurance with such insurance carriers and in such amounts of insurance coverage reasonably acceptable to the other party. Each party agrees to name the other and each of its affiliates, and their respective officers, directors, employees, agents, representatives and successors and assigns on a certificate of insurance, as additional insureds with respect to the certificate holder's negligence.

B. Either party shall have the right, during the Term from time to time, to request copies of such certificates of insurance and/or other evidence of the adequacy of the above insurance coverages.

15. NOTICES.

Unless otherwise specified herein, all notices, requests, demands, consents, and other communications hereunder shall be transmitted in writing and shall be deemed to have been duly given when hand delivered, upon delivery when sent by express mail, courier, overnight mail or other recognized overnight or next day delivery service, or three (3) days following the date mailed when sent by registered or certified United States mail, postage prepaid, return receipt requested, or when deposited with a public telegraph company for immediate transmittal, charges prepaid, or by telecopier, with a confirmation copy sent by recognized overnight courier, next day delivery, addressed as follows:

If to Pepsi:

Pepsi Beverages Company
6659 Sycamore Canyon Blvd
Riverside, CA 92507
Attn: Director, Food Service

With a copy to (which shall not constitute notice):

Pepsi Beverages Company
1111 Westchester Avenue
White Plains, NY 10604
Attn: Legal Department



If to Customer:

Riverside Community College District
c/o Purchasing Department
3801 Market Street
Riverside, CA 92501
Attn: Majd Askar, Business Service Director

16. ASSIGNMENT.

This Agreement or any part hereof or interest herein shall not be assigned or otherwise transferred by either party without the prior written consent of the other party nor shall the same be assignable by operation of law, without the prior written consent of the other party; *provided, however*, that Pepsi may assign and transfer this Agreement (in whole and not in part) to an affiliate without the consent of Customer hereto; *provided, however*, that, (x) such affiliate is capable of fully performing all obligations of the assignor hereunder and (y) such affiliate agrees, under a separate agreement acceptable to the other party and signed by such affiliate, to perform all of the obligations and assume all liabilities of the assignor hereunder. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective permitted successors and assigns. Customer represents and warrants to Pepsi that any change in the Food Service Provider at the Facilities shall not affect Pepsi's rights or obligations hereunder.

17. GOVERNING LAW.

This Agreement shall be governed by and construed in accordance with the laws of the State of California without regard to conflicts of laws principles. Any legal proceeding of any nature whatsoever brought by either party against the other to enforce any right or obligation under this Agreement, or arising out of any matter pertaining to this Agreement, shall be submitted for trial, without jury, before the Courts of the State of California, or the United States District Court having jurisdiction in Riverside County, California, or, if neither of such courts shall have jurisdiction, then before any court sitting in Riverside County, California having subject matter jurisdiction. The parties consent and submit to the jurisdiction of any such court and agree to accept service of process inside or outside the State of California in any manner to be submitted to any such court pursuant hereto, and the parties hereto expressly waive all rights to trial by jury regarding any such matter.

18. FORCE MAJEURE.

If the performance by either party hereto of its respective nonmonetary obligations under this Agreement is delayed or prevented in whole or in part by acts of God, fire, floods, storms, explosions, accidents, epidemics, war, civil disorder, strikes or other labor difficulties, or any law, rule, regulation, order or other action adopted or taken by any federal, state or local government authority, or any other cause not reasonably within such party's control, whether or not specifically mentioned herein, such party shall be excused, discharged and released of performance only to the extent such performance or obligation is so delayed or prevented by such occurrence without liability of any kind. Nothing contained herein shall be construed as requiring either party hereto to accede to any demands of, or to settle any disputes with, labor or labor unions, suppliers or other parties that such party considers unreasonable.



19. RELEASE, DISCHARGE OR WAIVER.

No release, discharge or waiver of any provision hereof shall be enforceable against or binding upon either party hereto unless in writing and executed by both parties hereto. Neither the failure to insist upon strict performance of any of the agreements, terms, covenants or conditions hereof, nor the acceptance of monies due hereunder with knowledge of a breach of this Agreement, shall be deemed a waiver of any rights or remedies that either party hereto may have or a waiver of any subsequent breach or default in any of such agreements, terms, covenants or conditions.

20. PRIOR NEGOTIATIONS; ENTIRE AGREEMENT.

This Agreement and the exhibits attached hereto, set forth the entire understanding between the parties in connection with respect to the subject matter hereof, and no statement or inducement with respect to the subject matter by either party hereto or by any agent or representative of either party hereto which is not contained in this Agreement shall be valid or binding among the parties. This provision shall not be read to invalidate or amend any other written agreements between Pepsi and/or any of its affiliates and any affiliate of Customer.

21. RELATIONSHIP OF THE PARTIES.

The parties are independent contractors with respect to each other. Nothing contained in this Agreement will be deemed or construed as creating a joint venture partnership between the parties.

22. EFFECT OF HEADINGS.

The headings and subheadings of the sections of this Agreement are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the agreements, terms, covenants and conditions of this Agreement in any manner.

23. CONSTRUCTION.

This Agreement has been fully reviewed and negotiated by the parties hereto and their respective legal counsel. Accordingly, in interpreting this Agreement, no weight shall be placed upon which party hereto or its counsel drafted the provision being interpreted. Wherever this Agreement provides for one party hereto to provide authorization, agreement, approval or consent to another party hereto, or provides for mutual agreement of the parties hereto, such authorization, approval, agreement or consent shall, except as may otherwise be specified herein, be given in such party's reasonable judgment and reasonable discretion, and shall be in writing unless otherwise mutually agreed by the parties.

24. SEVERABILITY.

If any term or provision of this Agreement shall be found to be void or contrary to law, such term or provision shall, but only to the extent necessary to bring this Agreement within the requirements of law, be deemed to be severable from the other terms and provisions hereof, and the remainder of this Agreement shall be given effect as if the parties had not included the severed term herein.



25. AMENDMENTS.

No provision of this Agreement may be modified, waived or amended except by a written instrument duly executed by each of the parties hereto. Any such modifications, waivers or amendments shall not require additional consideration to be effective.

26. COUNTERPARTS.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

27. FURTHER ASSURANCES.

Each party hereto shall execute any and all further documents or instruments and take all necessary action that either party hereto may deem reasonably necessary to carry out the proper purposes of this Agreement.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly entered into as of the date set forth below.

Riverside Community College District

Bottling Group, LLC

By: _____

By: _____

Name: Aaron S. Brown

Name: Robert Gutierrez

Title: Vice Chancellor,
Business & Financial Services

Title: Key Account Manager

Date: _____

Date: 4/18/2018

Federal Id:



Exhibit A

Current description & pricing for Postmix Products and Packaged Products

Customer acknowledges and agrees (and shall require that any third parties or Food Service Providers purchasing Products through this Agreement agree) that Pepsi shall be entitled to pass-through any incremental fees, deposits, taxes or other governmentally imposed charges (whether local, state, federal or judicially imposed) and that the pass-through of any such governmentally imposed fees, deposits, taxes or charges on the Products shall not be deemed as a price increase subject to any pricing cap or notification restrictions that may be specified in this Agreement.

Product	Unit per case	Invoice Price per case*	Per Unit
Carbonated Soft Drinks			
20 oz	24	\$21.50	\$0.89
1 Liter	15	\$21.58	\$1.43
12 oz	24	\$11.05	\$0.46
Water			
20 oz Aquafina	24	\$12.50	\$0.52
1 Liter Aquafina	15	\$13.52	\$0.90
700ml Life Water	12	\$14.00	\$1.16
1 Liter Life Water	12	\$17.00	\$1.41
Non Carbonated Soft Drinks			
20 oz Gatorade	24	\$22.00	\$0.92
28 oz Gatorade	15	\$19.71	\$1.31



Product	Unit per case	Invoice Price per case*	Per Unit
12 oz Starbucks Refreshers	12	\$18.04	\$1.50
6.5 oz Starbucks Double Shot	12	\$22.36	\$1.86
15 oz Starbucks Energy Coffee	12	\$23.71	\$1.98
16 oz AMP Energy	12	\$22.46	\$1.87
16 oz Rockstar Energy	24	\$28.96	\$1.20
11 oz Starbucks Ice Coffee	12	\$18.35	\$0.83
20 oz Lipton / Tropicana	24	\$21.50	\$0.89
1 Liter Lipton Brisk	15	\$17.00	\$1.13
18.5 oz Lipton Pure Leaf Tea	12	\$15.36	\$1.28
16oz Mt Dew Kickstart	12	\$14.76	\$1.23
12oz Mt Dew Kickstart	12	\$12.36	\$1.03
9.5 oz Starbucks Frappuccino	15	\$19.97	\$1.33
13.7 oz Starbucks Frappuccino	15	\$24.24	\$1.62
14 oz Muscle Milk	12	\$33.00	\$2.75
15.2 oz Ocean Spray	12	\$13.50	\$1.12



Fountain Products	Gallons Per Box	Price Per Box	Price Per Gallon
Pepsi All Brands	5 Gallon	\$60.00	\$12.00
Crush Orange	5 Gallon	\$60.00	\$12.00
Dr. Pepper, Dt. Dr. Pepper	5 Gallon	\$85.00	\$17.00
Tropicana	5 Gallon	\$60.00	\$12.00
Lipton Brisk	5 Gallon	\$60.00	\$12.00
Lipton Concentrate (Sweet)	3 Gallon	\$48.00	\$16.00
Lipton Concentrate (Un-Sweet)	3 Gallon	\$48.00	\$16.00
SoBe Lifewater	3 Gallon	\$36.00	\$12.00
Gatorade	3 Gallon	\$47.76	\$15.92
Dole Juice	1 Gallon	\$87.15	\$29.05
Flavor Shots	1 Gallon	\$21.57	\$21.57

Supply Item Pricing		
Cups	Per Case Units	Price
16oz	1000	\$46.52
24oz	1000	\$58.20
32oz	480	\$51.31
44oz	480	\$61.30
Lids		
12/16/24oz	2000	\$39.32
32oz	960	\$39.32
44oz	960	\$39.32
CO2		
*20lb	Tank	No Charge
*50lb	Tank	No Charge



Exhibit B

Facilities & Printing Advertising and Additional Rights to be Provided to Pepsi

A. Facilities and Print Advertising.

- (1) Facilities Advertising.
Such advertising as may be mutually agreed upon between the parties

- (2) Print Advertising.
Such advertising as may be mutually agreed upon between the parties

Agenda Item (VIII-D-2)

Meeting	5/15/2018 - Regular
Agenda Item	Committee - Resources (VIII-D-2)
Subject	Selection of Altura Credit Union to Provide Automated Teller Machines (ATMs)
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees authorize the selection of Altura Credit Union to provide Automated Teller Machines (ATMs) on the Riverside, Norco and Moreno Valley College campuses.

Background Narrative:

Staff engaged in a Request for Proposal (RFP) process for the purpose of selecting a provider for the placement of Automated Teller Machines (ATMs) on the Riverside, Norco and Moreno Valley College campuses. RFP's were provided to four (4) vendors and an advertisement was published on March 19, 2018 in the Press-Enterprise. One proposal was received from Altura Credit Union.

A contract review committee was formed to evaluate the proposals. The committee included District and College representatives comprised of the following members:

- Majd Askar – Director Business Services – District
- Melissa Elwood – Controller – District
- Patrick Pyle – General Counsel – District
- Melissa Griffith – Purchasing Specialist – District
- Rolando Regino – Director, Distance Education - District
- Chip West –VP of Business Services – RCC
- Susan Mills – VP, Planning & Development - RCC
- Mark Sellick – Assoc. Professor, Political Science – RCC
- Micherri Wiggs – Assoc. Professor, Communication Studies – RCC
- FeRita Carter – VP, Student Services - RCC
- Paul O’Connell - Asst. Professor, CTE, Auto Tech – RCC
- Cheryl Ruzak – Director, Food Services – RCC
- Sherrie DiSalvio –Financial & Technical Analyst – RCC
- James Reeves – Interim VP, Business Services – NC
- Jan Muto – Assoc. Professor, Community Studies – NC
- Odili Barrios – Assist. Manger, Food Service – NC
- Nathaniel Jones –VP, Business Services -MVC
- David Bobbitt – Financial & Technical Analyst – MVC
- Julie Hlebasko – Asst. Manager, Food Services – MVC
- Frankie Moore – Coordinator, Student Activities – MVC
- Jeanette Hazelwood - Student Trustee

The proposal submitted by Altura was evaluated through meetings and email correspondence. The committee concluded that the services offered and convenience to students, faculty and staff met the requirements of the RFP. As such, the Committee recommends award of the ATM contract to Altura Credit Union (Altura). Altura participates in the Co-Op network that will allow nation-wide surcharge-free ATM access to any credit union member. All other users will be assessed a \$3.00 surcharge fee. In addition, Altura will maintain the ATMs, including routine preventative maintenance. The contract term shall for five (5) years from June 1, 2018 through May 31, 2023.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services
Nathaniel Jones, Vice President, Business Services (MVC)
Raymond West, Vice President, Business Services (RCC)
James Reeves, Interim Vice President, Business Services (NOR)

Attachments:

[05152018_Altura Credit Union Agreement](#)

ATM AGREEMENT

This ATM Agreement dated _____, 2018 (“AGREEMENT”) is entered into by and between ALTURA CREDIT UNION (“ACU”) and _____ (“LANDLORD”). The parties to this AGREEMENT are hereinafter referred to collectively as the “PARTIES” and singularly as a “PARTY.”

Recitals

On or about _____, the PARTIES entered into an agreement for the placement and installation of Automated Teller Machines (“ATM”) by ACU at the real property located at _____, California _____ (“Premises”), which LANDLORD owns. Pursuant to said Agreement, ACU purchased and installed ATMs on the Premises in locations mutually agreed upon by the PARTIES.

The PARTIES desire to continue this positive mutually beneficial business relationship upon the terms and conditions set forth below. Therefore, the PARTIES agree as follows:

1. Integration

This AGREEMENT constitutes the entire agreement between the PARTIES as to the subject of this AGREEMENT and supersedes any and all other prior agreements, understandings, negotiations or discussions, either oral or in writing, express or implied, between the PARTIES.

2. ATM Ownership and Location

The ATM, including any related equipment and signage installed by ACU, shall not be considered fixtures of the Premises and shall remain the sole property of ACU and its assigns, if any. LANDLORD shall not encumber, pledge, or allow a lien against the ATM. LANDLORD also shall not move the ATM from its present location for any reason unless it obtains the prior written consent of ACU.

3. Leasehold Improvements

LANDLORD will provide and continue to provide any leasehold improvements which are necessary for the safe, secure, and effective operation of the ATM, including but not limited to adequate construction, lighting, electrical power supply, and telecommunication lines. LANDLORD shall obtain the written approval of ACU prior to the start of construction or installation of any such new improvements and/or prior to any modification or alteration of any existing improvements.

4. Maintenance and Access

a. LANDLORD shall supply and pay for the electricity to operate the ATM. ACU shall supply and replenish the cash inventory for the ATM. ACU shall also provide the security equipment, telecommunications service, and all other service and maintenance for the ATM.

b. LANDLORD agrees to provide full public access to the ATM during the normal business hours of the Premises. LANDLORD shall allow ACU access to the ATM during and outside of the normal business of the Premises for service, maintenance, repair, or removal of the ATM. LANDLORD shall promptly notify ACU of the need for service and repair of the ATM.

5. Surcharges and Rent

A surcharge of \$3.00 will be charged for every transaction completed by customers who are not members of ACU or the Co-op ATM Network. ACU shall have the sole right to determine the surcharge rate and may change the surcharge rate at any time without notice to LANDLORD.

6. Insurance and Loss/Damage to ATM

a. ACU represents that it will maintain, for the duration of this AGREEMENT, insurance coverage for damage or loss to the ATM and/or its cash inventory as well as a limited liability policy for bodily injury in the event of an accident involving the ATM. The selection, scope, and limits of said policy or policies shall be determined by ACU in its sole discretion.

b. LANDLORD represents that it will maintain, for the duration of this AGREEMENT, property/casualty insurance and a policy covering bodily injury for the Premises.

c. LANDLORD shall take reasonable efforts to prevent damage to or destruction of the ATM. LANDLORD shall be liable for any damage, loss, or destruction of the ATM which is due to LANDLORD's gross negligence or willful misconduct. However, LANDLORD shall not be responsible for any damage resulting from ACU's own intentional or negligent conduct.

7. Term and Renewal

The term of this AGREEMENT shall be for one year and shall automatically renew for additional one-year terms unless either PARTY terminates this AGREEMENT in accordance with paragraph 10.

8. Termination and Removal

Upon 90 days written notice (or 30 days written notice in the case of a termination following the conciliation process in paragraph 9(b)), either PARTY may terminate this AGREEMENT effective upon the end of the notice period. At any time following the effective date of termination, ACU shall have the unilateral right to remove from the Premises the ATM and any other related equipment and/or signage provided by ACU. ACU shall not be liable for any damage to the leasehold improvements caused by such removal unless such damage is caused by ACU's negligence or willful misconduct.

9. Assignments

This AGREEMENT is binding upon the PARTIES hereto, their heirs, executors, administration assigns, successors in interest, predecessors in interest, and anyone claiming by, through or under any one of the foregoing. LANDLORD shall notify ACU in writing 30 days prior to any sale or transfer of LANDLORD's interest in the Premises.

10. Neutral Interpretation

Each PARTY participated, or had the opportunity to participate, in the preparation of this AGREEMENT. The AGREEMENT shall be interpreted according to its fair meaning, and neither for or against a PARTY.

11. Severability

Should any portion, word, clause, phrase, sentence or paragraph of this AGREEMENT be declared void or unenforceable, such portion shall be considered independent and severable from the remainder, the validity of which shall remain unaffected as long as the purpose of this AGREEMENT would not be frustrated.

12. Waiver

Failure to insist on compliance with any term, covenant, or condition contained in this AGREEMENT shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power contained in this AGREEMENT at any time or times be deemed a waiver or relinquishment of any right or power at any other time or times.

13. Modification

No modification of this AGREEMENT shall be effective unless it is made in writing and signed by both PARTIES.

14. Notices

Any notices required to be given under this AGREEMENT shall be made by certified mail, return receipt requested, to the following addresses:

ALTURA CREDIT UNION
Attn: ATM OPERATIONS
P.O. Box 908
Riverside, CA 92502-0908

_____ [LANDLORD]

Attn: _____

15. Execution of Agreement

This AGREEMENT may be executed by facsimile or e-mail and in multiple identical counterparts, each of which when duly executed shall be deemed an original, and all of which shall be construed together as one agreement.

Each PARTY represents and warrants that it is duly authorized to enter into this AGREEMENT, and that the person signing this AGREEMENT on its behalf is duly authorized to do so.

IN WITNESS WHEREOF, the undersigned have executed this AGREEMENT.

Dated: _____, 2018

ALTURA CREDIT UNION

By: _____
Name: _____
Title: _____

Dated: _____, 2018

_____ [LANDLORD]

By: _____
Name: _____
Title: _____

Agenda Item (VIII-D-3)

Meeting	5/15/2018 - Regular
Agenda Item	Committee - Resources (VIII-D-3)
Subject	Project Savings Reconciliation to Adjust Measure C Project Budgets
College/District	District
Funding	Measure C
Recommended Action	It is recommended that the Board of Trustees approve the adjusted budgets for the projects identified on the Project Savings Reconciliation report and return the project savings totaling \$4,343,626 to the originating college/district/fund.

Background Narrative:

The Facilities Planning and Development office maintains a Capital Program Executive Summary (CPES) report as a planning tool to identify Measure C project commitments, project prioritization, and to provide a roadmap for future Measure C projects. An update on the status of Measure C project commitments as reflected on the CPES report will be presented to the Board of Trustees at the June Resources Committee meeting.

In preparation for that presentation, a Project Savings Reconciliation (PSR) report is presented for the Board's review and consideration. The PSR is intended to reconcile Board of Trustees approved Measure C project budgets with actual completed project expenditures. In some cases, projects previously closed out have had additional activity for items such as legal fees, refunds, and accrual adjustments. The net project savings shown on the PSR is \$4,343,626. Action on this item will permit unused project funds to be returned to each of the college/district/funds identified on the PSR and will become available for future projects.

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

Attachments:

[05152018_Project Savings Reconciliation Report](#)

PROJECT SAVINGS RECONCILIATION BY COLLEGE/DISTRICT - MEASURE C PROJECTS											
Project Title	Approved Project Budget	State and Local Funding	Measure C Funding	Measure C Expenditures	Measure C Project Savings (Shortfall)	Notes	MVC	NC	RCC	DISTRICT	CENTRALLY CONTROLLED FUNDS
RIVERSIDE CITY COLLEGE PROJECTS											
Coil School for the Arts/Parking Structure 690	\$ 43,088,000	\$ 17,351,924	\$ 25,736,076	\$ 25,736,076	\$ -	Project Complete					
Nursing/Science Center 626	\$ 63,712,000	\$ 45,439,400	\$ 18,272,600	\$ 16,347,203	\$ 1,925,397	Project Complete - Program Contingency			\$ 592,425		\$ 1,332,972
Riverside Aquatics Center 846	\$ 11,028,683	\$ -	\$ 11,028,683	\$ 10,874,233	\$ 154,450	Project Complete			\$ 154,450		
Quad Modernization 624/625/816	\$ 21,472,800	\$ 12,554,000	\$ 8,918,800	\$ 9,171,807	\$ (253,007)	Legal Fees Incurred Due to Breach of Contract Lawsuit with ASR Constructors			\$ (253,007)		
Whelock Gymnasium Seismic Retrofit 811	\$ 22,903,332	\$ 9,165,000	\$ 13,738,332	\$ 13,204,882	\$ 533,450	Project Complete			\$ 533,450		
TOTAL RCC					\$ 2,360,290		\$ -	\$ -	\$ 1,027,318	\$ -	\$ 1,332,972
NORCO COLLEGE PROJECTS											
Groundwater Monitoring Wells - Norco 880	\$ 534,356	\$ 16,696	\$ 517,660	\$ 211,149	\$ 306,511	Project Complete - Program Contingency					\$ 306,511
Industrial Technology Facility - Phase III 677	\$ 28,610,416	\$ 18,990,000	\$ 9,620,416	\$ 9,715,350	\$ (94,934)	Legal Fees Incurred Due to HP Construction's Claim for Equitable Adjustment		\$ (94,934)			
Soccer Field Turf/Locker Rooms 848	\$ 3,904,973	\$ -	\$ 3,904,973	\$ 3,879,314	\$ 25,659	Accrual for Department of General Services Cleared after Project Closed		\$ 25,659			
Norco Operations Center (PBX/M&O) 844	\$ 11,277,375	\$ -	\$ 11,277,375	\$ 11,277,010	\$ 365	Project Complete		\$ 365			
Secondary Effects Project (SSC & ITB) 857	\$ 16,026,584	\$ -	\$ 16,026,584	\$ 16,028,180	\$ (1,596)	Legal Fees Incurred Due to Labor Compliance Issues with PCN3		\$ (1,596)			
TOTAL NORCO COLLEGE					\$ 236,005		\$ -	\$ (70,506)	\$ -	\$ -	\$ 306,511
MORENO VALLEY COLLEGE PROJECTS											
Audio Visual Upgrade & Lighting 885	\$ 151,550	\$ -	\$ 151,550	\$ 134,457	\$ 17,093	Project Complete	\$ 17,093				
Network Operations Center 845	\$ 3,524,082	\$ -	\$ 3,524,082	\$ 2,896,858	\$ 627,224	Project Complete - Centr Contr IT Projects	\$ 547,224				\$ 80,000
Modular Redistribution Projects 833/837/838/839	\$ 3,945,332	\$ -	\$ 3,945,332	\$ 3,939,832	\$ 5,500	Refund Received from Higginson Cartozian after Project Closed	\$ 5,500				
Learning Gateway Building & Lions Lot 830	\$ 5,058,973	\$ -	\$ 5,058,973	\$ 4,984,261	\$ 74,712	Refund Received from Edison after Project Closed	\$ 74,712				
Student/Academic Services - Ph. III 676	\$ 20,533,414	\$ 14,036,000	\$ 6,497,414	\$ 5,917,791	\$ 579,623	Project Complete	\$ 579,623				
TOTAL MVC					\$ 1,304,152		\$ 1,224,152	\$ -	\$ -	\$ -	\$ 80,000
DISTRICT PROJECTS											
Swing Space - Market Street Properties 879	\$ 866,500	\$ -	\$ 866,500	\$ 737,303	\$ 129,197	Project Complete				\$ 129,197	
DSA Project Closures 899	\$ 7,434	\$ -	\$ 7,434	\$ 7,290	\$ 144	Accruals for Steinberg Architects Cleared after Project Closed - Program Reserve					\$ 144
TOTAL DISTRICT					\$ 129,341		\$ -	\$ -	\$ -	\$ 129,197	\$ 144
CENTRALLY CONTROLLED PROJECTS											
ADA Transition Plan - District Wide 856	\$ 6,360,000	\$ -	\$ 6,360,000	\$ 6,046,162	\$ 313,838	Project Complete - Centr Contr Projects & Contingency					\$ 313,838
TOTAL CENTRALLY CONTROLLED					\$ 313,838		\$ -	\$ -	\$ -	\$ -	\$ 313,838
TOTAL PROJECT SAVINGS					\$ 4,343,626		\$ 1,224,152	\$ (70,506)	\$ 1,027,318	\$ 129,197	\$ 2,033,465

Agenda Item (IX-A-1)

Meeting	5/15/2018 - Regular
Agenda Item	Administrative Reports (IX-A-1)
Subject	Summer Four-Ten Workweek
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees approve the four-ten hour day workweek from June 11, 2018 through August 17, 2018 for Classified and Confidential support staff.

Background Narrative:

In an effort to afford classified employees the opportunity to spend quality time with their families during the summer months, the District and CSEA have agreed to activate a four-ten workweek for 2018 summer, as described below:

1. The four-ten schedules will start June 11, 2018 and will end August 17, 2018.
2. Full-time classified employees who work Monday through Friday schedules will work ten (10) hours per day during the four (4) days Monday through Thursday of each week with the following exceptions:
 - a. Offices that are required to serve the needs of the District and/or the public Monday through Friday will provide staffing for the five (5) days.
 - b. For employees working schedules other than those noted in item #2 above, options for alternate work plans may be developed. The immediate supervisor shall schedule classified employees with input from the employees involved, and in consultation with CSEA. Such scheduling shall remain the same for the entire summer. Any exceptions will be approved and communicated by the appropriate President, Vice-President, Vice Chancellor, or Chief of Staff to the immediate supervisor.
 - c. Those employees choosing not to participate in the alternate workweek schedule may be reassigned to an alternative work location if his/her regular work site is closed as a result of the summer schedule.
3. Part-time classified employees with supervisor approval may have their work hours adjusted to accommodate the four-ten summer workweek, but the total number of hours shall not increase the total number of hours worked in a week.
4. Employees taking advantage of the alternate workweek summer schedule, all full-day absences (vacation, sick, bereavement, etc.) will be reported in increments of ten (10) hours, not to exceed forty- (40) hours in a workweek.
5. Classified employees who do not wish to participate or be reassigned to an alternative work location during the four-ten hour day workweek have the option of using vacation, compensatory time off, or may request a reduced workload. All requests are subject to supervisory approval.

This schedule enables our valued classified employees the opportunity to exercise work-life balance during a time when families traditionally bond. The District supports the 4/10 schedule and asks you to approve the recommendation.

Attachments:

[20180515_Summer Four-Ten Workweek_MOU_Backup](#)

MEMORANDUM OF UNDERSTANDING
Between
RIVERSIDE COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 535

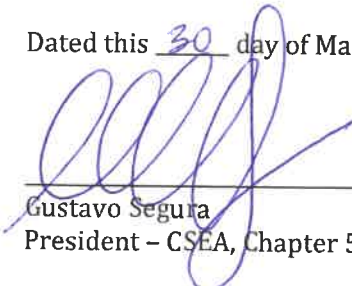
2018 SUMMER WORKWEEK


The Riverside Community College District (hereinafter "District") and the California School Employees Association, Chapter 535 (hereinafter "CSEA"), have agreed to activate a four-ten workweek for 2018 summer, as described below:


1. The four-ten schedules will start June 11, 2018 and will end August 17, 2018.
2. Full-time classified employees who work Monday through Friday schedules will work ten (10) hours per day during the four (4) days Monday through Thursday of each week with the following exceptions:
 - a. Offices that are required to serve the needs of the District and/or the public Monday through Friday will provide staffing for the five (5) days.
 - b. For employees working schedules other than those noted in item #2 above, options for alternate work plans may be developed. The immediate supervisor shall schedule classified employees with input from the employees involved, and in consultation with CSEA. Such scheduling shall remain the same for the entire summer. Any exceptions will be approved and communicated by the appropriate President, Vice-President, Vice Chancellor or Chief of Staff to the immediate supervisor.
 - c. Those employees choosing not to participate in the alternate workweek schedule may be reassigned to an alternative work location if his/her regular work site is closed as a result of the summer schedule.
3. Part-time classified employees with supervisor approval may have their work hours adjusted to accommodate the four-ten summer workweek, but the total number of hours shall not increase the total number of hours worked in a week.
4. Employees taking advantage of the alternate workweek summer schedule, all full-day absences (vacation, sick, bereavement, etc.) will be reported in increments of ten (10) hours, not to exceed forty-(40) hours in a workweek.
5. Classified employees who do not wish to participate or be reassigned to an alternative work location during the four-ten hour day workweek have the option of using vacation, compensatory time off, or may request a reduced workload. All requests are subject to supervisory approval.

This agreement is subject to approval per CSEA Policy 610 and by the RCCD Governing Board of Trustees.

Dated this 30 day of March, 2018


Gustavo Segura
President - CSEA, Chapter 535


Terri L Hampton, D.P.A.
Vice-Chancellor - HRER


Gary Snyder
Labor Relations Rep CSEA

RCCD Employees Chapter 535 Negotiation Team



Julie Taylor


Andy Aldasoro


Andrew Graham


William Diehl


Sharlena Segura


Chad Price

Agenda Item (IX-A-2)

Meeting	5/15/2018 - Regular
Agenda Item	Administrative Reports (IX-A-2)
Subject	Resolution No. 63-17/18 Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees adopt Resolution Number 63-17/18, 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.

Background Narrative:

Statewide Sector Navigator Grant

The deadline for the 2018-2019 Request for Applications (RFA) process for the Statewide Sector Navigator Grant was 5:00pm on March 16, 2018. The eligibility guidelines introduced in the 2018-19 RFA process included:

A "two EWD reauthorization cycle term limit" upon Statewide Sector Navigators. All CEOs of colleges/districts hosting incumbent Sector Navigators have been consulted on the proposal to limit service as a statewide Sector Navigator to two five-year terms. The purpose of this term limit is to help ensure that the Sector Navigator possesses relevant industry contacts and experience, to facilitate alignment between community college programs and emerging trends and workforce needs, and to promote continuous innovation within community college programs.

RCCD has completed its second term as a Statewide Sector Navigator and will be automatically disqualified from consideration.

The position of Statewide Director, Center for International Trade Development (CITD) is the only position funded via the Statewide Sector Navigator Grant.

Deputy Sector Navigator Grant

The Region 9 Desert Regional Consortium has unanimously not supported global trade as an industry sector in Riverside and San Bernardino Counties. Without consortium support, Global Trade industry will not receive additional grant funding.

The position of Director, Center for International Trade Development is the only position funded via the Deputy Sector Navigator Grant.

The office of Human Resources and Employee Relations will continue to meet with the affected employee to advise them of possible re-employment opportunities as they arise.

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

Attachments:

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 63-17/18

Resolution of the Board of Trustees of Riverside Community College District Authorizing the Chancellor, or Designee, of the District to Layoff and/or Reduce Hours of the Classified Service

WHEREAS, funds and/or work load have been eliminated/reduced; and

WHEREAS, projected funding levels and/or work load for a classified position has been eliminated or reduced, the Governing Board of the Riverside Community College District (“District”) hereby finds it necessary and in the best interest of the District to reduce the classified services as specified below:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>	<u>College</u>
Statewide Director, Center for International Trade Development	Grants & Economic Dev.	1.0	Office of Economic Dev.
Director, Center for International Trade Development	Grants & Economic Dev.	1.0	Office of Economic Dev.

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that, the classified positions specified herein shall be eliminated to the extent set forth in accordance with California Education Code §88017;

BE IT FURTHER RESOLVED, DETERMINED, AND ORDERED that the Board of Trustees, Chancellor, or Designee, of the District is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative, if applicable, no later than 60 days prior to the effective date of layoff as set forth above.

ADOPTED this 15th day of May, 2018.

President of the Board of Trustees

ATTEST:

Secretary, Board of Trustees

Agenda Item (IX-A-3)

Meeting	5/15/2018 - Regular
Agenda Item	Administrative Reports (IX-A-3)
Subject	Resolution No. 64-17/18 Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees adopt Resolution Number 64-17/18, 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.

Background Narrative:

Trade Adjustment Assistance Community College and Career Training (TAACCT) Grant

Funding for the TAACCT grant at Riverside City College will be ending. With the expiration of the grant and the loss of funding to support the position, the College will be forced to layoff the Career and Technical Education Projects Specialist position in the Business & Information Systems Technology Department.

California Career Pathways Trust (CCPT) Grant

Funding for the CCPT grant at Riverside City College will be ending. With the expiration of the grant and the loss of funding to support the position, the College will be forced to reduce the Outreach Specialist position in the Business & Information Systems Technology Department by 41% as funded by the CCPT grant.

The office of Human Resources and Employee Relations will continue to meet with the affected employee to advise them of possible re-employment opportunities as they arise.

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

Attachments:

[20180515_ResNo 64-17.18_TAACCTandCCPT Grant_Layoff and Reduce Hrs of the Clsfd Serv_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 64-17/18

Resolution of the Board of Trustees of Riverside Community College District Authorizing the Chancellor, or Designee, of the District to Layoff and/or Reduce Hours of the Classified Service

WHEREAS, funds and/or work load have been eliminated/reduced; and

WHEREAS, projected funding levels and/or work load for a classified position has been eliminated or reduced, the Governing Board of the Riverside Community College District (“District”) hereby finds it necessary and in the best interest of the District to reduce the classified services as specified below:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>	<u>College</u>
Outreach Specialist	Business & Info Systems Tech	.41	Riverside CC
Career and Technical Education Projects Specialist	Business & Info Systems Tech	1.0	Riverside CC

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that, the classified positions specified herein shall be eliminated to the extent set forth in accordance with California Education Code §88017;

BE IT FURTHER RESOLVED, DETERMINED, AND ORDERED that the Board of Trustees, Chancellor, or Designee, of the District is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative, if applicable, no later than 60 days prior to the effective date of layoff as set forth above.

ADOPTED this 15th day of May, 2018.

President of the Board of Trustees

ATTEST:

Secretary, Board of Trustees

Agenda Item (XII-A)

Meeting 5/15/2018 - Regular

Agenda Item Business From Board Members (XII-A)

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	5/15/2018 - 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.