



# Vice President of Business Services

## 2024-2025 Program Review Summary

To review the full nuventive plan for this initiative click [here](#).

Updated 09/9/2024

### VPBS 1:

#### Purchase New Golf Carts to meet Facilities and Grounds need

The existing golf carts within Grounds no longer support carrying grounds equipment, nor do they support the athletic needs of the new fields and stadium. The Grounds team is left strap equipment to the roofs of carts and are unable to meet the needs of the college campus in an efficient fashion. Additionally, the maintenance teams are taking parts from non-working carts to try and fix existing carts, and the parts are now almost impossible to salvage, and cannot be found elsewhere.

Resources Needed	Resource Category	Funding Source	Amount
4 Golf Carts		General Fund	\$60,000
<b>TOTAL</b>			<b>\$60,000</b>

#### Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement

### VPBS 2:

#### Two New Custodial Positions

Prior to Covid-19, there were two gym attendant positions that became vacant and were never filled. Custodial staff have taken over the cleaning of the athletic facilities, which they did not service prior. Old buildings that were offline are being put back into service, such as the Physical Science/Life Science Building (now the BUS/CIS/LAW building). Custodial positions at step one are currently \$107,103 for day shift and \$110,831 for night shift. Formula: Annual Salary (Step One) + Fixed Charges + Health & Welfare + Night Differential if Applicable = Total \$221,662.

Resources Needed	Resource Category	Funding Source	Amount
Two New Custodial Positions	Classified Professional	General Fund	\$217,934
<b>TOTAL</b>			<b>\$217,934</b>

#### Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement

**VPBS 3:**  
Turf Removal Project

This project is estimated to cost \$30,000 to remove approximately 17,000 sqft of grass in the center island of Fairfax, from Magnolia to Mine Okubo. This will include the replacement of stabilized DG, drip irrigation for the trees currently in place, new drought tolerant plants, low maintenance plants, all irrigation necessary, and the rental equipment to complete the project.

Resources Needed	Resource Category	Funding Source	Amount
Turf Removal Project	Facilities	General Fund	\$30,000
<b>TOTAL</b>			<b>\$30,000</b>

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement

**VPBS 4:**  
Landis HVAC Controls

Currently, Landis controls do not interface with the energy management system. This project will allow for pivotal integration, proper temperature control, and energy savings.

Resources Needed	Resource Category	Funding Source	Amount
Landis HVAC Controls	Facilities	General Fund	\$79,931
<b>TOTAL</b>			<b>\$79,931</b>

Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement

**VPBS 5:**  
Meeting Room Audiovisual Equipment Lifecycle (Continuation)

The A/V equipment in many meeting rooms is end-of-life and no longer performing to specifications. On average the equipment is 13 years old and at least 5 years past its expected lifespan. TSS classified professionals do an amazing job keeping this older equipment functional, but the limitations are increasing and are difficult to address causing impact to college functionality. RCC staff manage 32 meeting spaces as of 2022, not including classroom spaces, engagement centers, or special event areas. A total eight-year lifecycle for meeting space AV equipment could total up to \$800,000 depending on equipment and conferencing needs for the scheduled rooms. Yearly cost will vary based on preparation year.

Guiding Questions: How can technology help RCC meet its strategic goals and targets, close student equity gaps, and support students along their guided curricular pathways?

Establish a fiscally responsible and sustainable meeting room AV lifecycle that meets the needs of the Riverside City College.

- Determine meeting space category of small, medium, and large per room.
- Space category will help to determine equipment needs.
- Allocate yearly funding to replace 4 meeting room AV systems each year over an eight-year period.
- Cost for the upcoming year will be determined the prior year and will be subject to age of meeting space and meeting room types (listed above).

Resources Needed	Resource Category	Funding Source	Amount
Meeting Room AV Equipment Lifecycle	Facilities	General Fund	\$100,000
<b>TOTAL</b>			<b>\$79,931</b>

### Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
		3.4	4.1, 4.5	

### Information Only - No Prioritization Needed: Restructuring Business Services (Cost Neutral)

Restructure to efficiently serve Food Services, Printing Services, and Auxiliary

### Information Only - No Prioritization Needed: Facilities Master Plan Updates

The Facilities Master Plan incorporates the existing Educational Master Plan as a backbone in the development to the physical development of the Riverside City College campus. RCC will consider options to update the existing Facilities Master Plan through established district processes and protocols.

Resources Needed	Resource Category	Funding Source	Amount
Facilities Master Plan	Facilities	General Fund	\$100,000
<b>TOTAL</b>			<b>\$100,000</b>

### Goal Mapping

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
1.1, 1.4	2.1, 2.3, 2.4	3.2, 3.4, 3.5, 3.6	4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7	5.2, 5.3, 5.4,

**Information Only - No Prioritization Needed:**  
**RCC Security Planning – Continuation**

To effectively identify appropriate funding, personnel, and planning, RCC will work collaboratively with the district on the outcomes of the district-wide security assessment to discuss policy and procedure, departments responsible for aspects of security, and gather additional college-wide stakeholder input. A stakeholder groups consist of Faculty, Classified Professionals, Administrators and Students.

The District-wide Security Assessment reviewed all elements of security including, but not limited to, surveillance systems, lighting, notification systems, and more.

Resources Needed	Resource Category	Funding Source	Amount
<b>TOTAL</b>			

**Goal Mapping**

1.0 Student Access	2.0 Student Success	3.0 Institutional Effectiveness	4.0 Resource Development and Allocation	5.0 Community Engagement
1		3.1, 3.2,	4.2, 4.5, 4.7	