



# Agenda

**Desert Community College District Board of Trustees**  
**43-500 Monterey Ave., Palm Desert, CA 92260**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**DATE:** THURSDAY, JULY 16, 2015  
**TIME:** 9:30 A.M.  
**LOCATION:** 43500 MONTEREY AVE., PALM DESERT, CA  
CRAVENS MULTI-PURPOSE ROOM

*Persons with disabilities may make a written request for a disability-related modification or accommodation, including for auxiliary aids or services, in order to participate in the Board meeting. Requests should be directed to the Office of the President as soon in advance of the Board meeting as possible.*

*For the convenience of the public, regular meetings of the Board of Trustees are transmitted live via "video stream" from the District's website, [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu). This is a non-interactive format allowing viewers to hear the discussion and view the Board of Trustees during the meeting. Archived video of some prior meetings is also available. The minutes of the meetings of the Board of Trustees are the official record of the actions of the Board.*

**I. CALL TO ORDER – PLEDGE OF ALLEGIANCE - ROLL CALL**

**II. AGENDA:**

**A. BOARD MEETING AGENDA: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a 2/3 vote of the Board, or (if less than 2/3 of the members are present, a unanimous vote of those present), that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified.**

**B. CONFIRMATION OF AGENDA: Approve the agenda of the Regular Meeting of July 16, 2015 with any additions, corrections, or deletions.**

**III. CLOSED SESSION: 9:35 a.m. to 10:30 a.m. and 12:00 p.m. to 1:30 p.m. and/or following the open session if additional time is needed.**

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time the board shall reserve time after the public meeting to continue discussion.

- 1. CONFERENCE WITH LABOR NEGOTIATOR,** Pursuant to Section 54957.6; unrepresented groups & labor unions on campus include CTA, CODAA, and CSEA; Agency Designated Representative: Dr. Joel L. Kinnamon

2. **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**

**Section 54956.9 (d)(2/3/4)** Specify number of potential cases: 4

3. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 019, 502 190 020, 611 212 007, 611 212 008, 611 212 039, 611 212 019, 611 212 009, 611 212 040, 611 212 012, 611 212 032, 611 212 033, 611 212 034, 663 290 003

Agency Negotiator or Designee: Dr. Joel Kinnamon

4. **PERSONNEL**

a. **DISCIPLINE/DISMISSAL/RELEASE/APPOINTMENT**

(Government Code Section 54957)

b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

o Superintendent/President

IV. **OPEN SESSION** (10:45 a.m.)

Closed session report (if any)

V. **PUBLIC UPDATES**

VI. **PUBLIC COMMENTS:** PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM SHOULD COMPLETE THE “REQUEST TO ADDRESS THE BOARD” FORM AND PRESENT IT TO THE SECRETARY. PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM MAY DO SO AT THIS TIME. THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON AND 15 MINUTES PER TOPIC, UNLESS FURTHER TIME IS GRANTED BY THE BOARD.

VII. **INTRODUCTION OF NEW FULL-TIME STAFF**

VIII. **APPROVE THE MINUTES OF:**

Regular meeting of June 18, 2015 ([Details on COD Website](#))

IX. **REPORTS**

- A. ASCOD
- B. COLLEGE OF THE DESERT FOUNDATION
- C. ACADEMIC SENATE
- D. C.O.D.F.A.
- E. C.O.D.A.A.
- F. C.S.E.A.
- G. GOVERNING BOARD

## H. SUPERINTENDENT/PRESIDENT

- X. **CONSENT AGENDA:** All items on the Consent Agenda will be considered for approval by a single vote without discussion. Any Board member may request that an item be pulled from the Consent Agenda to be discussed and considered separately in the Action Agenda.

### A. **HUMAN RESOURCES**

1. Personnel Items
2. Initial Proposal from DCCD to CSEA – Second Reading
3. Initial Proposal from CSEA to DCCD – Second Reading
4. Initial Proposal from DCCD to CODAA – Second Reading
5. Initial Proposal from DCCD to CTA – Second Reading
6. Initial Proposal from CTA to DCCD – Second Reading
7. New Job Description: Director, TRiO Programs
8. New Job Description: Director, Disabled Students Programs and Services (DSPS)
9. MOU between CSEA & DCCD re: IEP Senior Specialist Job Description

### B. **ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Approval of Contracts/Agreements and Amendments
4. Payroll #12
5. Out-of-State Travel
6. Amendment to a Contract – Measure B Bond Project
7. Budget Transfers

## XI. **ACTION AGENDA**

### A. **ITEMS PULLED FROM THE CONSENT AGENDA FOR SEPARATE DISCUSSION AND CONSIDERATION**

### B. **BOARD OF TRUSTEES**

1. 2016 Board Meeting Dates, 2<sup>nd</sup> Reading
2. Approval of Nomination for Emeritus Status

### C. **ADMINISTRATIVE SERVICES**

1. 2017-2021 Five-Year Construction Plan
2. Resolution #071615-1 Authorized Signatures
3. Certification of Signatures
4. Resolution #071615-2 Establish Operating Reserve

5. Resolution #071615-3 Adoption of Education Protection Account Funding and Expenditures
6. Resolution #071615-4 Budget Revisions, Adjustments and Transfers

**D. STUDENT SUCCESS AND STUDENT LEARNING**

1. Approval of the 2015-16 College of the Desert Catalog

**E. INFORMATION**

1. Board Policy 2725 – Board Member Compensation
2. Fall 2015 Flex Schedule

**XII. STUDY SESSION**

1. Agenda Item Request from April 2015 Board meeting:
  - Realignment Update – President Kinnamon
2. COD Foundation Updates – Jim Hummer, Executive Director

**XIII. FUTURE AGENDA ITEMS**

**XIV. CLOSED SESSION (CONT'D)**

**XV. ADJOURN**

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA: HUMAN RESOURCES  
TITLE: PERSONNEL ITEMS**

<input checked="" type="checkbox"/> <b>CONSENT</b> <input type="checkbox"/> <b>ACTION</b> <input type="checkbox"/> <b>INFORMATION</b>
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A recommendation is made that the Board of Trustees approves the following list of Personnel Items:

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Effective</b>
<b>Grant Renewal:</b>			
Avante Simmons	Deputy Sector Navigator	ASBU	7/1/2015 to 6/30/2016
Katherine Brown	Senior Office Assistant	ASBU	7/1/2015 to 6/30/2016
<b>Extension of Assignment: Classified</b>			
Anel Ayon	ISA	Mathematics	6/8/2015 to 7/30/2015
George Azer	ISA	Mathematics	6/8/2015 to 7/30/2015
Eveleen Barssom	ISA	Mathematics	6/8/2015 to 7/30/2015
John Bratton	ISA	Mathematics	6/8/2015 to 7/30/2015
Tessie Cervantes	Bilingual Secretary	MTC	6/9/2015 to 6/18/2015
Geof Imeson	Security Officer	Security	5/25/2015 to 8/17/2015
Carolyn Johnson	Student Center Assistant	Student Life	5/26/2015 to 6/30/2015
Hilary McKay	MESA Center Assistant	MESA	7/1/2015 to 7/30/2015
Andreas Moreno	Security Officer	Security	5/25/2015 to 8/17/2015
Sousan Najafi	ISA	Mathematics	6/8/2015 to 7/30/2015
Keith Prouty	Laboratory Technician	Automotive	7/1/2015 to 7/30/2015
Bridgette Puentes	Security Officer	Security	5/25/2015 to 8/17/2015
Damaris Zatarain	ISA	Mathematics	6/8/2015 to 7/30/2015
<b>Extension of Assignment: Faculty</b>			
Sandra Hauf	Counselor	DSPS	7/27/2015 to 8/13/2015
Laurie Mann	Coordinator/Counselor TRiO/DSPS	DSPS	7/1/2015 to 8/31/2015
Tula Marin	Coordinator/Counselor TRiO	TRiO	7/1/2015 to 8/31/2015
Cynthia Spence	Temp FT Faculty	English	1/20/2015 to 12/18/2015
<b>Temporary/Substitute: Classified</b>			
Genesis Barabino	On Call Security	Security	5/15/2015 until further notice
Robert McKay	IT Specialist	Information Technology	7/1/2015 to 12/31/2015
Marbella Ordaz	Int'l Ed. Program Asst	International Ed.	6/3/2015 to 9/11/2015
Carlos Perez	Instructional Lab Tech	PSA	7/6/2015 to 8/25/2015
David Vega	Call-In Custodian	Maintenance/Operations	
Linda Valkenburg	Accounting Services	Fiscal Services	7/01/2015 to 6/30/2016

<b>Increased Hours: Classified</b>			
Cheryl Contopoulos	Part-Time Secretary 11 months 24 hours to 11 months 29.5 hours	Academic Senate	6/8/2015
Ricardo Rocha	19.5 hours to 29.5	Assessment Center	6/24/2015 to 7/1/2015
<b>Working out of Class: Classified</b>			
Guadalupe Chavez	Financial Aid Specialist to Outreach Specialist Financial Aid	Financial Aid	6/1/2015 to 7/23/2015
Angie Juarez	A & R Specialist	Admissions & Records	4/1/2015
Mariana Macias	A & R Specialist	Admissions & Records	4/1/2015
Gabriela Rico	A & R Specialist	Admissions & Records	4/1/2015
Marisela Rosales	A & R Specialist	Admissions & Records	4/1/2015
Blanca Zazueta	A & R Specialist	Admissions & Records	4/1/2015
<b>Change in Assignment: Faculty</b>			
Sandra Hauf	Counselor DSPS to Counselor EOPS/CARE/Foster Youth	EOPS/CARE/Foster Youth	7/1/2015
<b>Appointments: Leadership</b>			
James Berg	Dean	School of Arts & Sciences	7/1/2015 to 6/30/2017
Virginia Ortega	Accounting Manager	Fiscal Services	7/1/2015
Douglas Redman	Interim Dean	School of Applied Sciences & Business	7/1/2015 to 12/31/2015
<b>Appointments: Adjunct and Full-Time Faculty</b>			
Michelle Bianco	Adjunct, English	Communications & Humanities	6/5/2015
Christine L. Cauvet	Adjunct, Health Science	Nursing/Allied Health	6/8/2015
John Dillinger	Adjunct, Accounting	Business	8/26/2015
Brian Fotinakes	Instructor, English	Communications & Humanities	8/26/2015
Ramiro Galicia	Instructor, HVAC/Energy	ASBU	8/26/2015
Mio Hayaski	Adjunct, EMT	ASBU	8/26/2015
Jacob Kevari	Instructor, Economics	Business	8/26/2015
Denise McGregor	Adjunct, Counselor	Counseling	6/8/2015
Charles Morrison	Adjunct, Nursing	Nursing/Allied Health	8/26/2015
Carlos Perez	Adjunct, BPOT	ASBU	8/26/2015
Brad Ramos	Adjunct, Admin. Of Justice	ASBU	8/26/2015
Matthew Robles	Adjunct, Nat. Resources	ASBU	8/26/2015
Steven Thetford	Adjunct, Admin. Of Justice	ASBU	8/26/2015
Whitney Wegman	Adjunct, Theater Arts	School of Arts & Sciences	8/26/2015

Corbyn Wild	Instructor, English	Communications & Humanities	8/26/15
<b>Appointments: Classified</b>			
Geoffrey Imeson	PT Security Officer: from 9 months to 12 months	Security	5/25/2015
<b>Temporary Employment Agreements w/ Faculty/Staff:</b>			
Daniel Benke	Work Experience	ASBU	6/8/2015 to 7/30/2015
George Brown	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
George Brown	Work Experience	ASBU	6/8/2015 to 7/30/2015
Sara Butler	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Nicholle Clark	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Kim Dozier	Distance Ed Coordinator	Information Technology	Summer 2015 & Academic Year 2015-2016
Philip Drucker	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Emil Fischer	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Carol Giannini	Facilitation: Life Saver Training/first aid/CPR	PaCE	8/1/2015 to 6/30/2016
Shawon Jackson-Ybarra	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Augustine Panchoo	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Michael Patterson	Facilitation: Quickbooks Training	PaCE	8/1/2015 to 6/30/2016
Jorge Perez	Math Instruction	Upward Bound	6/8/2015 to 7/23/2015
Joseph Radzikowski	Facilitation Community Ed Training Series	PaCE	8/1/2015 to 6/30/2016
Mark Speer	Facilitation Community Ed Smog License Update	PaCE	8/1/2015 to 6/30/2016
Christen Smith	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
Allen Scott Ventura	Distance Ed Subcommittee Member	Information Technology	4 hours summer 2015
<b>Temporary Employment Agreements: Contract Workers</b>			
David John Anderson	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015
John Annarino	Facilitation Creative Writing Training	PaCE	8/1/2015 to 6/30/2016
Robert Barajas-Arteaga	Groundskeeper/Custodian	Golf Range	7/1/2015 to 6/30/2016
Megan Ericks	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015

Moises Flores	Groundskeeper/Custodian	Golf Range	7/1/2015 to 6/30/2016
Robin Hinchliffe	Summer Writing & Comp	Upward Bound	6/22/2015 to 7/22/2015
Saul Martinez	Rosetta Stone Language Course	Upward Bound	6/22/2015 to 7/22/2015
Elizabeth McKinley	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015
Eden Mitry	Groundskeeper/Custodian	Golf Range	7/1/2015 to 6/30/2016
Denise Morse	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015
Chris Nelson	TASC New Staff Training	TASC	7/7/2015 to 8/21/2015
Marcie Schutzman	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015
Daria Smith	ASL Interpreter Services	DSPS	8/24/2015 to 12/31/2015
Rene Soto	Groundskeeper/Custodian	Golf Range	7/1/2015 to 6/30/2016
Alberto Vallejo	Groundskeeper/Custodian	Golf Range	7/1/2015 to 6/30/2016
<b>Volunteers:</b>			
Shinei Shimono	Work Experience	ASBU	6/10/2015
Singor Mobley	Athletics	Athletics	6/12/2015

<b>Administrator Initiating Item:</b> <b>Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 2**

**AREA:** Human Resources

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| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

**TITLE: INITIAL PROPOSAL FROM THE DESERT COMMUNITY COLLEGE DISTRICT (DCCD) TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER #407- SECOND READING**

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**BACKGROUND:**

Pursuant to the Educational Employment Relations Act (EERA) the Desert Community College district submits the following proposal to the California School Employees Association (CSEA) to reopen the current collective bargaining agreement.

All language currently in effect as stated in the Agreement between the parties, will remain unchanged except as proposed below. Any article proposed for amendment by the Exclusive Representative, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**Article 7: Compensation**

The District proposes to review current classified employee salaries in relationship to the market basket study findings to be completed Fall 2015.

**Article 9: Health and Welfare Benefits**

The district proposes to review its current contribution to health and welfare benefits, including plans, and compare those in relationship to the anticipated cost adjustments to take effect October 1, 2015.

**FISCAL IMPLICATIONS:**

Budgetary implications are unknown at this time.

**RECOMMENDATION:**

Board of Trustees accepts the proposal as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 3**

**AREA:** Human Resources

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: INITIAL PROPOSAL FROM THE CALIFORNIA SCHOOL  
EMPLOYEES ASSOCIATION (CSEA) CHAPTER #407  
TO THE DESERT COMMUNITY COLLEGE DISTRICT (DCCD) -  
SECOND READING**

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**BACKGROUND:**

Pursuant to the Educational Employment Relations Act (EERA) and Article 25: *Term* of the current Collective Bargaining Agreement between the Desert Community College district and the California School Employees Association and its Chapter 407, we submit our initial proposal for the successor to the parties' 2012-2015 Collective Bargaining Agreement. CSEA proposes that all portions of the current Agreement remain in full force and effect, except for the following:

**Article 1 - Recognition**

CSEA proposes to clarify the procedures surrounding notice to the exclusive representative.

**Article 2 – District Rights**

CSEA does not accept further inclusion of language in this article which waives the union's right to bargain the decision, as well as the effects, of contracting out classified work.

**Article 3 – Association Rights**

CSEA proposed to improve language regarding release time for Association business, and to update and improve language regarding the CSEA annual conference. CSEA shall also make proposals to add language clarifying union rights to determine its representatives, and to participate in new employee orientation.

**Article 7: Compensation**

CSEA proposes to negotiate salary increases for unit members commensurate with the District's ability to pay.

**Article 8 – Compensation in Addition to Salary**

CSEA proposes to improve language regarding call-back time and longevity.

**Article 9: Health and Welfare Benefits**

CSEA proposes to negotiate District Health and Welfare contribution increases for unit members commensurate with the District's ability to pay, and to address issues associated with compliance with the Affordable Care Act.

**Article 15 – Transfers**

CSEA proposes to enhance language to provide opportunities for unit members to transfer.

**Article 16 – Professional Growth**

CSEA proposes to improve language regarding the allocation of professional growth funding.

**Article 18 – Layoff**

CSEA proposes to improve language regarding bumping rights to include equal classes.

**Article 25 – Term**

CSEA shall propose to update the dates in this article to reflect the new term of the agreement.

**FISCAL IMPLICATIONS:**

Budgetary implications are unknown at this time.

**RECOMMENDATION:**

Board of Trustees accepts the proposal as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 4**

**AREA:** Human Resources

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: INITIAL PROPOSAL FROM THE DESERT COMMUNITY  
COLLEGE DISTRICT (DCCD) TO THE DESERT ADJUNCT  
ASSOCIATION (CODAA) - SECOND READING**

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**BACKGROUND:**

Pursuant to the Educational Employment Relations Act (EERA) the Desert Community College district submits the following proposal to the Desert Adjunct Association (CODAA) to reopen the current collective bargaining agreement.

All language currently in effect as stated in the Agreement between the parties, will remain unchanged except as proposed below. Any article proposed for amendment by the Exclusive Representative, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE 10: DISTANCE LEARNING**

The district proposes to review and update distance learning language to be compliant with College of the Desert's current distance learning policy.

**FISCAL IMPLICATIONS:**

Budgetary implications are unknown at this time.

**RECOMMENDATION:**

Board of Trustees accepts the proposal as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 5**

**AREA:** Human Resources

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: INITIAL PROPOSAL FROM THE DESERT COMMUNITY  
COLLEGE DISTRICT (DCCD) TO THE DESERT COMMUNITY  
COLLEGE FACULTY ASSOCIATION (CTA) - SECOND READING**

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**BACKGROUND:**

Pursuant to the Educational Employment Relations Act (EERA) the Desert Community College district submits the following proposal to the Desert Community College Faculty Association to reopen the current collective bargaining agreement.

All language currently in effect as stated in the Agreement between the parties, will remain unchanged except as proposed below. Any article proposed for amendment by the Exclusive Representative, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE 8: COMPENSATION**

The district proposes to review current certificated employee salaries in relationship to the market basket study findings to be completed Fall 2015.

**ARTICLE 10: HEALTH AND WELFARE BENEFITS**

The district proposes to review its current contribution to health and welfare benefits, including plans, and compare those in relationship to the anticipated cost adjustments to take effect October 1, 2015.

**ARTICLE 14: DISTANCE LEARNING**

The district proposes to review and update distance learning language to be compliant with College of the Desert's current distance learning policy.

**FISCAL IMPLICATIONS:**

Budgetary implications are unknown at this time.

**RECOMMENDATION:**

Board of Trustees accepts the proposal as presented.

**Administrator Initiating Item:**  
**Diane Wirth**

**Cabinet Review & Approval: 7/6/2015**  
**Chair & Vice Chair Review: 7/8/2015**

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 6**

**AREA:** Human Resources

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: INITIAL PROPOSAL FROM THE DESERT FACULTY ASSOCIATION  
(CTA) TO THE DESERT COMMUNITY COLLEGE DISTRICT (DCCD)-  
SECOND READING**

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**BACKGROUND:**

The Collective Bargaining Agreement proposals submitted herein by the College of the Desert, Faculty Association are expressly pursuant to the Educational Employment Relations Act. It is the intention of the College of the Desert Faculty Association to bargain in good faith over the proposals submitted by the respective parties to the Collective Bargaining Agreement.

**ARTICLE 8: COMPENSATION**

Given the current status of the State budget and the favorable economic projections, the Association expects to make proposals re on-schedule compensation that will allow the District to attract and retain the highest quality unit members.

**ARTICLE 10: HEALTH AND WELFARE BENEFITS**

Health and welfare benefits continue to be a nationwide concern. The recent trend is for costs to escalate at a rate higher than the general cost of living each year. The Association has continuously sought ways to control the escalating costs of medical insurance. College of the Desert is uniquely structured to provide comprehensive health and welfare benefits to all its employees through the use super-composite plans. As costs have continued to escalate, the Association will propose appropriate levels of cost sharing.

**ARTICLE 12: HOURS OF SERVICE**

The Association will seek to clarify definitions, language and duties within this article.

**ARTICLE 13: RELEASED/REASSIGNED TIME AND STIPENDS**

Association will seek to bring currency and relevance to this article and Appendix J. The Association will make proposals clarifying the processes of reassigned time and stipends.

**FISCAL IMPLICATIONS:**

Budgetary implications are unknown at this time.

**RECOMMENDATION:**

Board of Trustees accepts the initial reading of the above proposal as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 7**

**AREA:** Human Resources

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| <input checked="" type="checkbox"/> <b>CONSENT</b><br><input type="checkbox"/> <b>ACTION</b><br><input type="checkbox"/> <b>INFORMATION</b> |
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**TITLE: NEW JOB DESCRIPTION**

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**BACKGROUND:**

To approve the attached job description for the position listed below:

**Leadership:** Director, TRiO Programs

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

This position is budgeted.

**RECOMMENDATION:**

Board of Trustees approves the job description as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 8**

**AREA:** Human Resources

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| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

**TITLE: NEW JOB DESCRIPTION**

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**BACKGROUND:**

To approve the attached job description for the position listed below:

**Leadership:** Director, Disabled Students Programs and Services (DSPS)

*\*[Details on COD Website](#)*

**FISCAL IMPLICATIONS:**

This position is budgeted.

**RECOMMENDATION:**

Board of Trustees approves the job description as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 9**

**AREA:** Human Resources

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN THE DESERT COMMUNITY COLLEGE DISTRICT AND THE  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 407**

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**BACKGROUND:**

On June 8, 2015 a Memorandum of Understanding was reached between Desert Community College District and California School Employees Association per the attached job description:

- International Education Program Senior Specialist

*\*[Details on COD Website](#)*

**FISCAL IMPLICATION:**

This position will be covered by the current budget.

**RECOMMENDATION:**

Board of Trustees ratifies the MOU and approves the job description as presented.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA:** Administrative Services

**TITLE: PURCHASE ORDERS AND CONTRACTS FOR  
SUPPLIES, SERVICES AND CONSTRUCTION**

- |  |
|--|
| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

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**BACKGROUND:**

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **June 30, 2015** as follows:

A. Purchase Orders in excess of \$25,000

In the aggregated amount of \$463,899.74, as presented. [Details on COD Website](#)

B. Open Purchase Orders in excess of \$25,000

No open purchase orders to report.

C. Contracts in excess of \$25,000

In the aggregated amount of \$1,764,924.25, as presented. [Details on COD Website](#)

D. Purchase Orders and Contracts that do not exceed \$25,000

In the aggregated amount of \$3,561,887.68, as presented. **Note that the report includes all purchase orders and contracts including those reported above.** [Details on COD Website](#)

**FISCAL IMPLICATIONS:**

All purchase orders and contracts are appropriately funded from unrestricted or restricted sources, as confirmed during the process of preparation of the documentation.

**RECOMMENDATION:**

Board of Trustees ratifies or approves, as appropriate, purchase orders and contracts as presented.

<b>Administrator Initiating Item:</b> Lisa Howell
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<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 2**

**AREA:** Administrative Services

**TITLE: WARRANTS**

- |  |
|--|
| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

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**BACKGROUND:**

Board action is required to ratify District warrants under AP 6300(a).

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District budget.

**RECOMMENDATION:**

Board of Trustees ratifies the warrants in the amount of \$2,211,715.43, as presented.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 3**

**AREA:** Administrative Services

- |   |
|---|
| <input checked="" type="checkbox"/> <b>CONSENT</b><br><input type="checkbox"/> <b>ACTION</b><br><input type="checkbox"/> <b>INFORMATION</b> |
|---|

**TITLE: APPROVAL OF CONTRACTS/AGREEMENTS  
AND AMENDMENTS**

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**BACKGROUND:**

Each month the Fiscal Services Office submits contracts/agreements and/or amendments for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an agreement.

In the case of contracting with professional firms, the District often goes through a process of prequalification based on status, work history, suitability for the work required, and fees. Contracts are subsequently awarded from within the prequalified group of firms. Such is the case with the listed contracts that are part of the Bond Program.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

The contracts are put through an approval process which includes verification of funds available in the budget.

**RECOMMENDATION:**

Board of Trustees approves and/or ratifies the contracts/agreements and amendments as presented.

<b>Administrator Initiating Item:</b> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 4**

**AREA:** Administrative Services

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: PAYROLL #12**

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**BACKGROUND:**

Board action is required to ratify the District payroll under AP 6300(a).

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District budget.

**RECOMMENDATION:**

Board of Trustees ratifies Payroll #12 in the amount of \$2,452,517.01, as follows:

Certificated:	\$1,298,102.41
Classified:	<u>\$1,154,414.60</u>
	\$2,452,517.01

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 5**

**AREA:** Administrative Services

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| <input checked="" type="checkbox"/> <b>CONSENT</b><br><input type="checkbox"/> <b>ACTION</b><br><input type="checkbox"/> <b>INFORMATION</b> |
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**TITLE: OUT-OF-STATE TRAVEL**

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**BACKGROUND:**

Board Policy and Procedure #7400 establishes procedures for reimbursement for out-of-state/country travel expenses; and according to the California Education Code Section 87032, the Board of Trustees must formally approve out-of-state/country travel.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

Travel expenses will be paid from Restricted and Unrestricted budget accounts.

**RECOMMENDATION:**

Board of Trustees approves and/or ratifies the out-of-state travel requests for the individuals listed on the attachment.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 6**

**AREA:** Administrative Services

**TITLE: AMENDMENT TO A CONTRACT – MEASURE B  
BOND PROJECT**

- |  |
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| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

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**BACKGROUND:**

Each month the Bond Office submits amendments to Measure B Bond contracts for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an amendment.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

This amendment is an extension of time only and comes at no additional cost to the District.

**RECOMMENDATION:**

Board of Trustees approves the amendment to the contract listed on the attachment.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 7**

**AREA:** Administrative Services

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| <input checked="" type="checkbox"/> <b>CONSENT</b> |
| <input type="checkbox"/> <b>ACTION</b>             |
| <input type="checkbox"/> <b>INFORMATION</b>        |

**TITLE: BUDGET TRANSFERS**

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**BACKGROUND:**

Throughout the year, budget transfers are used for modification of a school budget to properly cover expenditures in the appropriate line item accounts. Board approval is required for the transfer of funds. Per Title 5, transfers from the reserve for contingencies (object 7900) must be approved by a two-thirds vote while other transfers only need approval by a majority vote.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees approves the budget transfers presented by simple majority vote.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA:** Board of Trustees

**TITLE: 2016 BOARD OF TRUSTEES MEETING DATES  
SECOND READING**

- |   |
|---|
| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

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**BACKGROUND:**

The Board of Trustees had previously agreed not to change meeting dates once they are posted unless an emergency arises. All members have had time to review these dates for potential conflicts.

Setting these dates early also ensures consistent meeting locations.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Receive the 2016 meeting dates for a second reading and final approval.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 5/15/2015  
ITEM #: 2**

**AREA:** Board of Trustees

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|---|
| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

**TITLE: APPROVAL OF EMERITUS STATUS**

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**BACKGROUND:**

Wayne Boyer, Director of Nursing and Allied Health, has been voted to Emeritus Status within his respective school.

*Wayne Boyer began his employment with College of the Desert fall 2004 after teaching 13 years, full and part time, in other programs. He began teaching medical surgical nursing in the evening/weekend program that was available at that time. He then taught mental health nursing and did so for 6 years. In 2011, he accepted the Director of Nursing and Allied Health position and retired from that position in 2015. During the four years he was in this position, the RN, VN, CNA and HHA programs were all reapproved by the appropriate boards. Communication was improved among the three schools that use clinical sites in the Coachella Valley and a Clinical Rotation Schedule was developed and still used. Application and funding from state and private grants was awarded that assisted with the provision of faculty, support staff, equipment and supplies for all four of the nursing programs.*

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Approve the nomination for Emeritus Status for Wayne Boyer as presented.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA:** Administrative Services

- |   |
|---|
| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

**TITLE: 2017-2021 FIVE-YEAR CONSTRUCTION PLAN**

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**BACKGROUND:**

Community colleges are required to submit their Five-Year Capital Outlay Plans to the Chancellor's Office on an annual basis. The plan submitted for consideration on this agenda covers the period from 2017-21.

This comprehensive plan includes detailed information required under the Community College Construction Act of 1980. A summary and prioritization of projects are located on page 5 of the plan.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees approves the revised 2017-2021 Five-Year Construction Plan.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 2**

**AREA:** Administrative Services

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| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

**TITLE: RESOLUTION #071615-1 AUTHORIZED  
SIGNATURES**

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**BACKGROUND:**

The District receives requests from time to time for an actual resolution designating authorized signatures for the signing of contracts and agreements. The resolution should satisfy the requirement.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

Board of Trustees adopts Resolution #071615-1 approving certain individuals to provide authorized signatures for the purpose of contractual obligations for the District.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 3**

**AREA:** Administrative Services

<input type="checkbox"/> <b>CONSENT</b>
<input checked="" type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: CERTIFICATION OF SIGNATURES**

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**BACKGROUND:**

In accordance with the provisions of Education Code Sections 42633 and 85233, a certification of signatures form must be completed following the annual organization meeting of the Board. The annual organization meeting of the Board was on December 19, 2014. The Certification of Signatures form verifies the signatures of members of the governing board and persons authorized to sign orders drawn on the funds of the District and New Employee Authorization Transmittals. In accordance with Education Code 42632, no person other than an officer or employee of the District can be authorized to sign orders. Due to recent changes in personnel, the attached certification of signatures form has been updated. The individuals are as follows:

Michael O’Neill – Governing Board Member  
Rebecca Broughton – Governing Board Member  
Bonnie Stefan – Governing Board Member  
Mary Jane Sanchez-Fulton – Governing Board Member  
Aurora Tenorio-Wilson – Governing Board Member

Joel L. Kinnamon – sign warrant orders, orders for salary payment and sign notices of employment; Lisa Howell – sign warrant orders, orders for salary payment and sign notices of employment; John Ramont – sign warrant orders, orders for salary payment and sign notices of employment; and Diane Wirth – sign notices of employment.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

Board of Trustees approves these individuals to provide authorized signatures for the purposes of warrant orders, orders for salary payments and notices of employment.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 4**

**AREA:** Administrative Services

- |   |
|---|
| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

**TITLE: RESOLUTION #071615-2 ESTABLISH OPERATING  
RESERVE**

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**BACKGROUND:**

The District participated in a New Markets Tax Credit financing that yielded approximately \$1.7 million in proceeds to the District. There are required operational costs that will be incurred over the next seven years that are to be funded from said proceeds. Resolution #071615-2 is to establish a Reserve from the New Markets Tax Credit proceeds in the amount of \$80,000 to provide for operational requirements of the Desert College Financing Corporation.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

The Reserve is from unrestricted general funds.

**RECOMMENDATION:**

Board of Trustees adopts Resolution #071615-2 authorizing the establishment of a Reserve for Desert College Financing Corporation operational costs.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 5**

**AREA:** Administrative Services

<input type="checkbox"/> <b>CONSENT</b>
<input checked="" type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

**TITLE: RESOLUTION #071615-3 ADOPTION OF  
EDUCATION PROTECTION ACCOUNT FUNDING AND EXPENDITURES**

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On November 6, 2012, voters passed Proposition 30, the Schools and Local Public Safety Protection Act of 2012. This Act authorized the State of California to temporarily increase sales and income taxes for four and seven years, respectively, to generate funds for critical state and local services, including education, police and fire protection, and healthcare. Proposition 30 temporarily raised the sales and use tax by .25 cents and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) to provide continuing funding for local school districts and community colleges.

The Education Protection Account (EPA) was created to receive and disburse the revenues derived from the sales and income tax increases. The Director of Finance estimates the total amount of additional revenues derived from the incremental increases in tax rates available for transfer into the EPA.

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

The 2014-15 P2 State Apportionment Report estimates that the District may receive EPA funds of \$6,867,197. A copy of a new report will be added to the CCSF-311, Annual Financial & Budget Report regarding receipt and expenditure of EPA funds.

The estimate of EPA funds has provided information to make a spending determination. This agenda item provides compliance with the Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that our District will receive are \$6,867,197 and the entire amount will be spent on instructional salaries and benefits. The EPA funds are

components of the ‘computational revenue’ calculation which supplants the State’s General Fund.

It is the intent of the District to use the \$6,867,197 proceeds to partially fund instructional salaries and benefits, which will be posted to the District’s internet website to meet the website posting requirements. This same form will be updated at year-end with actual figures and will be audited as part of the District’s annual financial and compliance audit.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

The EPA funds are components of the “Computational revenue” calculation which supplants the State’s General Fund. The additional revenue and corresponding expenditures from the EPA is brought into the revised budget.

Total EPA:	<u>\$6,867,197</u>
Already in adopted budget	-0-
Additional Revenue in Budget	\$6,867,197

**RECOMMENDATION:**

Board of Trustees approves the use of the estimated \$6,867,197 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits and adopts Resolution #071615-3.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 6**

**AREA:** Administrative Services

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| <input type="checkbox"/> <b>CONSENT</b>           |
| <input checked="" type="checkbox"/> <b>ACTION</b> |
| <input type="checkbox"/> <b>INFORMATION</b>       |

**TITLE: RESOLUTION #071615-4 BUDGET REVISIONS,  
ADJUSTMENTS AND TRANSFERS**

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**BACKGROUND:**

Budget adjustments and transfers must be made in accordance with the provisions of California Code of Regulations Title 5 Section 58307 and 58308, and processed using the documentation as provided to the Riverside County Office of Education, and in compliance with applicable district policies and guidelines. In an effort to expedite this process, Resolution #071615-4 would allow budget revisions, adjustments and transfers to occur as a part of regular operations. The District is required to report these transactions to the Board for adoption/ratification and is requesting that these reports be done quarterly along with the 311Q/Quarterly Financial Status Report.

[Details on the COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees adopts Resolution #071615-4 Budget Revisions, Adjustments and Transfers.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 7/6/2015</b> <b>Chair &amp; Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA:** Student Success & Student Learning

**TITLE: APPROVAL OF THE 2015-2016 COLLEGE  
OF THE DESERT CATALOG**

<input type="checkbox"/> <b>CONSENT</b>
<input checked="" type="checkbox"/> <b>ACTION</b>
<input type="checkbox"/> <b>INFORMATION</b>

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**BACKGROUND:**

Board action is required to approve the Catalog.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Approve 2015-2016 College of the Desert Catalog.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 1**

**AREA:** Information

**TITLE: BOARD POLICY 2725 – BOARD MEMBER  
COMPENSATION**

<input type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input checked="" type="checkbox"/> <b>INFORMATION</b>

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**BACKGROUND:**

Members of the Board, including the Student Trustee, who attend all Board meetings, may receive up to the maximum allowable compensation per the Education Code Section 72024, 72023.5. A member of the Board who does not attend all meetings held by the Board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

A member of the Board may be paid for a meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting, the member is performing services outside the meeting for the community college District, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

This policy is included for information.

[Details on COD Website](#)

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair and Vice Chair Review: 7/8/2015</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 7/16/2015  
ITEM #: 2**

**AREA:** Information

**TITLE: FALL 2016 FLEX SCHEDULE**

<input type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
<input checked="" type="checkbox"/> <b>INFORMATION</b>

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**BACKGROUND:**

The Fall 2015 Flex will begin on Wednesday, August 26, 2015 and will conclude on Friday, August 28, 2015.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

This schedule is included for information.

[Details on COD Website](#)

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 7/6/2015 Chair and Vice Chair Review: 7/8/2015</b>
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