



**DESERT COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING - MINUTES  
43500 MONTEREY AVENUE, PALM DESERT, CA  
CRAVENS MULTIPURPOSE ROOM  
FRIDAY, DECEMBER 15, 2017 - 9:30 AM**

- I. CALL TO ORDER** - Chair Wilson called the meeting to order at 9:32 AM, and asked Student Trustee Delgado to lead the pledge of allegiance.

President, Joel Kinnamon, conducted the roll call:

Student Trustee Delgado  
Trustee Sanchez-Fulton  
Trustee Jandt  
Trustee Stefan  
Trustee Broughton  
Trustee Wilson  
President Kinnamon  
Parliamentarian – Carlos Maldonado  
Recorder – Julia Breyer

**II. ORGANIZATION FOR 2017**

- 1. Chairperson** – Becky Broughton

Trustee Wilson passed the gavel to the new Chairperson, Trustee Broughton. Trustee Wilson expressed her thanks to her fellow Trustees, President Kinnamon, Vice Presidents and staff for all of their support. Trustee Broughton presented Trustee Wilson with a plaque and thanked her for a terrific job as Chairperson.

- 2. Vice Chairperson** – Dr. Bonnie Stefan

- 3. Clerk** – Dr. Fred Jandt

- 4. Secretary** – President Joel Kinnamon

- 5. Representative/Citizen's Bond Oversight Committee**

**Motion:** Motion by Trustee Stefan to nominate Trustee Jandt, seconded by Trustee Wilson.

**Vote**

**Yes:** Student Trustee Arturo Delgado, Aurora Wilson, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** None

**Abstain:** None

**6. Representative/County Committee**

**Motion:** Motion by Trustee Stefan to nominate Trustee Sanchez, seconded by Trustee Jandt.

**Vote**

**Yes:** Student Trustee Arturo Delgado, Aurora Wilson, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** None

**Abstain:** None

**7. Desert Financing Corporation**

**Motion:** Motion by Trustee Stefan to nominate Trustee Sanchez, seconded by Trustee Wilson.

**Vote**

**Yes:** Student Trustee Arturo Delgado, Aurora Wilson, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** None

**Abstain:** None

**8. Representative/COD Foundation Board of Directors**

**Motion:** Motion by Trustee Stefan to nominate Trustee Wilson, seconded by Trustee Jandt.

**Vote**

**Yes:** Student Trustee Arturo Delgado, Aurora Wilson, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** None

**Abstain:** None

**9. Parliamentarian – Carlos Maldonado**

- III. BOARD MEETING AGENDA - Confirmation of Agenda: Approve the agenda of the Regular Meeting of December 15<sup>th</sup>, 2017, with any additions, corrections, or deletions. The agenda was approved as presented.**

**IV. CLOSED SESSION**

1. **CONFERENCE WITH LABOR NEGOTIATOR:** Pursuant to Section 54957.6; unrepresented groups & labor unions on campus include CODFA, CODAA, and CSEA; Agency Designated Representative: Dr. Joel L. Kinnamon
2. **PERSONNEL**
  - A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Superintendent/President
  - B. **DISCIPLINE/DISMISSAL/RELEASE/APPOINTMENT:**  
(Government Code Section 54957)
3. **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION - Section 54956.9 (d)(2/3/4) Specify number of potential cases: 3**
4. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669-330-047, 502-190-003, 502-190-004, 502-190-008, 502-190-015, 502-190-020, 502-190-017, 502-190-018, 508-100-024, 611-211-013, 611-211-014, 611-211-019, 664-190-015, 687-510-043, 687-510-044, 687-510-045, 687-510-049, 687-510-050, 687-040-035, 759-060-024, 611-221-001  
Agency Negotiator or Designee: Dr. Joel L. Kinnamon

**V. OPEN SESSION (10:30 am)**

**Closed Session report** – Chair Broughton stated there was no reportable action taken in closed session.

**VI. PUBLIC UPDATES**

President Kinnamon wished everyone a happy holiday.

President Kinnamon thanked the outgoing Board Chair, Aurora Wilson and welcomed the new Board Chair, Becky Broughton.

He requested to pull the Study Sessions forward.

**Study Session #1** (*Out of order*)

President Kinnamon introduced Tim Nakamura, Director, Public Safety Department, Emergency Preparedness who provided a report to the Board.

[Annual Security Report](#)

## **Study Session #2 (Out of order)**

President Kinnamon introduced Mac McGinnis, Bond Program Manager, Maas Companies who provided a report to the Board. Mr. McGinnis shared a video with the Board along with reviewed completed and upcoming projects.

### **VII. PUBLIC COMMENTS:**

There were no public comments.

### **VIII. INTRODUCTION OF STAFF**

President Kinnamon introduced new employees.

- Tina Gonzalez, Administrative Assistant, Social Sciences and Arts
- Luis Estrada, Manager, Maintenance and Operations
- Arturo Galaviz, Part-time custodian, Palm Desert and Indio campuses
- Jim Mero, Senior Skilled Maintenance Worker
- Bianca Herrera, Part-Time Custodian, Mecca/Thermal

### **IX. APPROVAL OF MINUTES**

Regular meeting of November 15<sup>th</sup>, 2017 minutes. Trustee Sanchez-Fulton requested that the minutes reflect 'Excused' and not 'Absent'. The minutes of November 15<sup>th</sup>, 2017 were approved as corrected.

### **X. REPORTS**

- A. ASCOD (Associated Students of College of the Desert)** – ASCOD President, Isiah Estrada was present and provided a brief report.
- B. CSEA (California School Employees Association)** – Lauro Jimenez was present and provided a brief report.
- C. CODAA (College of the Desert Adjunct Association)** – David Bashore was present and provided a brief report.
- D. CODFA (College of the Desert Faculty Association)** – Denise Diamond, President, was present and provided a brief report.
- E. Academic Senate** – Carl Farmer, President, was present and provided a brief report.
- F. College of the Desert Foundation** – President Kinnamon provided a brief report. He announced Dr. John Mosser as the new Executive Director for the Foundation and expressed his thanks to Peter Sturgeon, Interim Executive Director.
- G. Governing Board**

**Student Trustee Arturo Delgado** – Student Trustee Delgado congratulated Chair Broughton on her new role and happy to sit next to Trustee Wilson. He has been preparing for finals which he concluded yesterday. He attended General Assembly (GA). This year was very interesting, they had 18 resolutions. He reported it took them a while to vote on the resolutions. He always enjoys going and learning new things. He felt the assembly helps to better their own student government and apply them to his role at College of the Desert. When learning new items, they look to share that knowledge with other students as well as the Region 9 representative. Additionally, knowing Roberts Rules of Order are also very beneficial. He commented they distributed the smoking survey and approximately 500 students participated. He feels it's promising for a smoke free campus. Trustee Delgado feels the student body is working to align what they want to do and focusing on a master plan.

**Trustee Aurora Wilson** - Congratulated Chair Broughton and looks forward to working with her this coming year. She thanked Carlos, Michael, Julia, Sai and President Kinnamon for assisting her. She shared experience representing the Board of Trustees at various events as well as on the search committee for the foundation executive director. She feels everyone will like Dr. Mosser. Congratulations to Mr. Mosser. She reported will be departing concluding the break. Trustee Wilson wished everyone happy holidays and come back united in 2018.

**Trustee Mary Jane Sanchez-Fulton** – Trustee Sanchez-Fulton thanked outgoing Board Chair Wilson and looking forward to working with her new Board Chair, Trustee Broughton. She thanked Faculty and Staff for all their time working with students. Trustee Sanchez-Fulton discussed non-profits the need for everyone to help and volunteer. She explained the month of December was very busy for her. She expressed her thanks to Fred for putting on the Foster Youth Program. She attended Academic Angels events with Trustee Wilson on December 6<sup>th</sup>. The event was well attended event and it was wonderful to hear the keynote speaker along with students. She thanked President Kinnamon and the College of the Desert foundation for all their efforts towards these events. She encouraged students to apply for scholarships. Trustee Sanchez-Fulton attended a speaker event where Anthony Rendon spoke on issues pertaining to Higher Education and need resources for Community Colleges. Attended the Open House for Manuel Perez with Trustee Stefan. She met with Superintendent, Scott Bailey and thanks to Dean Becker for her presentation. Attended the RDA meeting in Desert Hot Springs and Indio meeting. She also attended the Desert Finance Corporation meeting which meets once a year and report out on items discussed at the next meeting. She congratulated the new City Council Women of Palm Springs. She is looking forward to attending the upcoming Public Safety and Nurse Pinning's. Desert Hot Springs Police Department just hired a College of the Desert student. She looks forward to attending a mobile home park community program in trailer parks which will distribute toys to the community. She invited everyone to attend the December 19<sup>th</sup> Assemblyman, Eduardo Garcia's open house. She thanked Student Life for putting on the FIND Food Bank distributions. She thanked KCOD for all their efforts and the excellent program. She thanked

Joseph Aguirre, Interim Director, Student Life for bringing the students to the Tram in Palm Springs. Trustee Sanchez-Fulton thanked everyone for a successful year and wished everyone a Happy New Year.

**XI. CLOSED SESSION: 12:00 PM to 1:15 PM**

**Closed Session report** – Chair Broughton stated there was no reportable action taken in closed session.

Chair Broughton stated they will move to Action Item D, Administrative Services # 2 2016-2017 College of the Desert Foundation Audit Report as it was posted the report was tentatively scheduled for 1:45 PM. (*Out of Order*)

John Ramont, Interim Vice President, Administrative Services introduced Brandon Harrison, Partner with who oversees the District and Foundation Audits.

Mr. Harrison provided the board a brief report and reviewed the 2016-2017 College of the Desert Foundation Audit Report.

Trustee Jandt asked if the Foundation has an investment Policy. Vice President Howell confirmed they do and it was reviewed and updated. She also confirmed they've chosen new investment managers.

Trustee Sanchez asked about two million dollars, restricted money as reflected page 3. She asked Mr. Harrison to clarify what that money restricted and unrestricted funds are being used for. Mr. Harrison explained restricted and unrestricted money and those Donors might specify how the restricted and unrestricted funds may be spent.

**Trustee Fred Jandt** - Trustee Jandt acknowledged members of the board attended the CVEP meeting. He reported that President Kinnamon's presentation was well received and he spoke to several good items. He attended the Bond Oversight Committee they held its quarterly meeting. He noted Lisa Howell and Mac McGinnis do a wonderful job. He's attended conferences of textbook publishing which are eye opening and textbooks may be a thing of a past, several changes and becoming practical. He noted some alternatives are not as good as others. There are digital only textbooks, no print copies. Specifically, with sociology. He reported the feedback was very positive and expanding to other areas. Several new models that could happen. The College, in a sense would purchase the rights to a book and then the library would intern provide copies. Another trend up and coming, but he's not a fan is the open source publishing. Copyright free publishing. Users can alter information as they use it. Not necessarily a big advocate for open source. The future is changing for libraries and bookstores. Institution that will be secure is publishers. They need to adapt in a changing marketplace.

**Trustee Bonnie Stefan** – Trustee Stefan wished everyone a Happy Holiday. She thanked Trustee Wilson for her leadership over the past year. Last week she had the opportunity to give away bikes to four year olds. Many of them it was their first time to receive a bicycle. She also handed out several College of the Desert pencils. She explained the past year sometimes they come to the board meetings and hear negative things, but she highlighted all the of good things. Things are going really well. Students seem happy, more students than ever before, filling up classes. Students at times are unable to get a class. She provided a billion dollar candy bar with a Christmas card. She is thankful she is part of College of the Desert and all the good they are providing to students. She shared about the senior fair at Amistad. College of the Desert was highly represented. She was very thankful for everyone’s efforts.

**Trustee Becky Broughton** – Trustee Broughton wished everyone a happy holiday. Staff is working hard and the students appreciate it. She hears from parents and students frequently and is happy to receive the positive information. She would like the College to have better internet access for students. Homework, research, etc. is from the internet and the College needs to make internet available to all students. She reported, the only internet connection for some students is off their cell phone. Trustee Broughton suggested the College look at what other community colleges have to offer. She wants to reach out to students in every way possible. Huge challenges but she is hopeful for a solution.

**Superintendent/President Dr. Joel Kinnamon** - President Kinnamon congratulated Chair Broughton. He thanked Lauro Jimenez for his services the past six years and congratulated the newly elected officers in CSEA. He looks forward to working with everyone. President Kinnamon read an email he received from a Counselor. He wanted to reflect on what’s important which is life itself.

**XII. 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. PRESIDENT**

1. Guided Pathways Self-Assessment

**B. HUMAN RESOURCES**

1. Personnel Items
2. New Job Descriptions – Classified

**C. ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Approval of Contracts/Agreements and Amendments
4. Payroll #5
5. Out-of-State Travel
6. Gift/Donations to the District
7. Amendment to Contracts – Measure B Bond Projects
8. Budget Transfers
9. Declare Property as Surplus

**D. STUDENT SUCCESS**

1. 2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program

**E. STUDENT LEARNING**

1. Courses and Programs Approved by Curriculum Committee AY 2017-2018
2. Proposed Addendum 3 to 2017-2018 College of the Desert Catalog

**Motion:** Motion by Trustee Stefan, seconded by Trustee Jandt to approve the consent agenda as presented.

**Discussion:** None

**Vote:**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**XIII. ACTION AGENDA**

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

**B. BOARD OF TRUSTEES**

1. Board Policy Review – 2<sup>nd</sup> Readings



**a. BP 2340 Agendas**

**Motion:** Motioned by Trustee Stefan, seconded by Trustee Jandt to approve BP 2340 Agendas as presented.

**Discussion:** None

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**b. BP 2345 Public Participation at Board Meetings**

**Motion:** Motioned by Trustee Jandt, seconded by Student Trustee Delgado to approve BP 2345 Public Participation at Board Meetings as presented.

**Discussion:** None

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**c. BP 2350 Speakers Addressing the Board**

**Motion:** Motioned by Trustee Stefan, seconded by Trustee Jandt to approve BP 2350 Speakers Addressing the Board as presented.

**Discussion:** Trustee Stefan wanted to ensure we make accommodations for anyone whom may require a translator. Vice President Nery replied the Board Policy is the scope and additional details may be reference on the Administrative Procedure.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton  
**No:** None  
**Absent:** Aurora Wilson  
**Abstain:** None

The motion carried unanimously.

## **2. Board Member Travel**

**Motion:** Motioned by Trustee Stefan, seconded by Trustee Jandt to approve the Board Member Travel as presented.

**Discussion:** None

### **Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton  
**No:** None  
**Absent:** Aurora Wilson  
**Abstain:** None

The motion carried unanimously.

## **C. PRESIDENT**

### **1. Member-At-Large East Valley Representative on the Citizens'' Bond Oversight Committee**

**Motion:** Motioned by Trustee Jandt, seconded by Trustee Stefan to approve the Member-At-Large East Valley Representative on the Citizens'' Bond Oversight Committee as presented.

**Discussion:** Trustee Sanchez Fulton commented on reappointments and extensions.

### **Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton  
**No:** None  
**Absent:** Aurora Wilson  
**Abstain:** None

The motion carried unanimously.

**D. HUMAN RESOURCES**

**1. Approval of Tentative Agreements Between the Desert Community College District and the Desert Community College Faculty Association (CCA/CTA/NEA)**

**Motion:** Motioned by Trustee Stefan, seconded by Trustee Jandt for the Approval of Tentative Agreements between the Desert Community College District and the Desert Community College Faculty Association (CCA/CTA/NEA) as presented.

**Discussion:** None.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**2. Approval of Tentative Agreements Between the Desert Community College District and the California School Employees' Association and its Chapter #407**

**Motion:** Motioned by Trustee Sanchez-Fulton, seconded by Trustee Stefan for the Approval of Tentative Agreements between the Desert Community College District and the California School Employees' Association and its Chapter #407 as presented.

**Discussion:** None.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**3. Approval of Salary Adjustment and Health and Welfare Benefit Between the**

**Desert Community College District and the Leadership Employee Group**

**Motion:** Motioned by Trustee Sanchez-Fulton, seconded by Trustee Stefan for the Approval of Salary Adjustment and Health and Welfare Benefit Between the Desert Community College District and the Leadership Employee Group as presented.

**Discussion:** None.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**E. ADMINISTRATIVE SERVICES**

**1. Budget Revisions**

**Motion:** Motioned by Trustee Stefan, seconded by Trustee Jandt to approve the Budget Revisions as presented.

**Discussion:** Interim Vice President Ramont provided a brief update to the Board indicating it is part of Prop 39.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**2. 2016-2017 College of the Desert Foundation Audit Report**

*(Completed at 1:45 PM)*

**Motion:** Motioned by Trustee Sanchez-Fulton, seconded by Trustee Stefan to approve the 2016-2017 College of the Desert Foundation Audit Report as presented.

**Discussion:** Trustee Stefan commented she was happy to see it was a clean audit.

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**3. Certification of Signatures**

**Motion:** Motioned by Trustee Sanchez-Fulton, seconded by Trustee Stefan to approve the Certification of Signatures as presented.

**Discussion:** None

**Vote**

**Yes:** Student Trustee Delgado, Mary Jane Sanchez-Fulton, Fred Jandt, Bonnie Stefan and Becky Broughton

**No:** None

**Absent:** Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**4. Resolution #121517-1 Authorized Signatures**

**Motion:** Motioned by Trustee Sanchez-Fulton, seconded by Trustee Stefan to approve Resolution #121517-1 as presented.

**Discussion:** None

**Roll Call Vote:** President Kinnamon conducted the roll call vote:

Student Trustee Delgado – Yes

Trustee Jandt - Yes

Trustee Stefan -Yes

Trustee Broughton - Yes

Trustee Wilson - Absent

Trustee Sanchez-Fulton - Yes

The motion carried unanimously.

**XIV. STUDY SESSION** *(Completed during Public Updates)*

1. Annual Security Report – Tim Nakamura, Director, Public Safety Department & Emergency Preparedness
2. Facilities Update – Mac McGinnis, Program Manager, Maas Companies

**XV. FUTURE AGENDA ITEMS**

Trustee Sanchez Fulton requested information on digital divide and an update on the January budget from the Board of Governors meetings.  
Trustee Stefan would like to plan a Board Retreat.

**XVI. ADJOURN**

Chair Broughton stated the meeting adjourned at 2:43 PM.

  
Fred Jandt, Clerk