

**COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVE.  
PALM DESERT, CA 92260  
FRIDAY, AUGUST 22, 2014  
MINUTES**

- I. Chair Broughton called the meeting to order at 9:30 a.m. and asked Trustee Stefan to lead the pledge of allegiance.

President Kinnamon called the roll:

Present: Trustee Becky Broughton  
Trustee Michael O'Neill  
Trustee Mary Jane Sanchez-Fulton  
Trustee Bonnie Stefan  
Trustee Aurora Wilson  
Student Trustee Eleanor Campbell (joined the meeting at 10:30)

Parliamentarian: Carlos Maldonado

Recorder: Lee Ann Weaver

**II. CONFIRMATION OF AGENDA:**

There is a correction to Consent Administrative Services item eight (8). The third paragraph had an incorrect amount and has been corrected. Copies of the corrected item were provided.

There is a correction to Consent Human Resources item eight (8): Job Descriptions: the Executive Director Education Technology job description had some typographical errors that have been corrected. Copies of the corrected version were provided to both the Board members and the audience.

An item came to the attention of the Board yesterday that must be approved at this meeting in order for our students to attend a class. Consent Student Success/Student Learning item one (1), Designation of off-site locations. There is an additional location to be added: Desert Springs Healthcare and Rehabilitation Center in Indio. This facility has been approved by the California Department of Public Health as a clinical site for our CNA students. Classes begin on September 9 so this item must be added and approved at today's meeting.

**Motion** by Trustee O'Neill, second by Trustee Stefan, to approve adding the additional location as noted.

**Discussion:** No additional discussion.

**Vote**

Yes: Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan,  
Aurora Wilson  
No: None  
Absent: Student Trustee Eleanor Campbell  
Abstain: None

Motion carried unanimously.

The agenda stands approved as amended.

### **III. CLOSED SESSION**

**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 Kinnamon

#### **2. PERSONNEL**

a. Public Employee Appointment

1. Executive Assistant to President and Board of Trustees

### **IV. OPEN SESSION**

Motion by Trustee O'Neill, second by Trustee Wilson, to authorize President Kinnamon to appoint Angela Walton as the Executive Administrative Assistant to the President and Board of Trustees effective September 15, 2014. The motion carried with 5 members voting in favor and no members opposed.

Motion carried unanimously.

### **V. PUBLIC COMMENTS:**

Ms. Beth Caskie, CSEA Labor Representative, would like to speak during CSEA's report time.

### **VI. MINUTES**

There were no corrections to the minutes of July 17, 2014 and they stand approved.

### **VII. REPORTS**

A. ASCOD: John Zepeda was present and gave a brief report. Mr. Zepeda also read the Proclamation for Hispanic Heritage month.

B. C.S.E.A.: Lauro Jimenez was present and gave a brief report. Beth Caskie, Labor Relations Representative for CSEA, also addressed the Board.

- C. COLLEGE OF THE DESERT FOUNDATION: Jim Hummer was not present.
- D. ACADEMIC SENATE: Donna Greene was present and gave a brief report.
- E. C.O.D.F.A.: Denise Diamond was not present.
- F. C.O.D.A.A: David Bashore was present and gave a brief report
- G. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Jim DeBoom, Interim Executive Director, was not present but had submitted a report.
- H. GOVERNING BOARD

**Trustee Stefan** attended the following:

- Agenda review meeting with the Chair and President
- Met with President Kinnamon for an update since she was out of the area for a while.
- Special Board development meeting with Dr. Ed Valeau

She is looking forward to FLEX and will attend as many of the evening activities as she is able. School starts for her the week of FLEX.

**Trustee O'Neill** reported there was no Foundation Board meeting last month. There is a President's Circle committee and the report from that committee indicates there are many great events being planned for the coming year. The Board Development meeting with Dr. Ed Valeau was a great training day and he learned a lot. He is looking forward to FLEX.

**Trustee Sanchez-Fulton** thanked the College of the Desert team that put together orientation for the fall students. She was honored to give a tour and orientation to some of the incoming students. She thanked the counselling team; Amanda Phillips, Ken Lira and the others. She knows how busy they are and appreciates all their hard work.

She held a "Trustee Chat" at the Boys and Girls Club of Desert Hot Springs. They gave away 250 backpacks to the community of Desert Hot Springs. She also attended the Riverside County Registrar of Voters Community Outreach group where they discussed the upcoming elections. She is very proud we do a summer enrichment camp, which is critical for students and the community. She spoke to some of the students involved and they were very appreciative.

She also attended the CVEP East Valley Town Hall where they shared ideas that will shape the regional economic blueprint. This is a five year plan to develop a more educated workforce in the Coachella Valley. College of the Desert is an integral part of creating tomorrow's leaders and workforce.

From August 3-6 she attended the ACCT conference. She brought information back for the college. She met the co-founder of Blackboard at the conference and the senior higher education person from the NCLR, who will be a keynote speaker at the CCLC Conference in November.

She attended the Desert Hot Springs Oversight Board meeting, as well as the Board Development meeting. It was very nice to meet with her fellow board members on a personal level.

She commended Pam Hunter on a successful robotics camp. She heard from many students on how much they enjoy this camp.

She commended Trustee Broughton on her work with the Transportation task force.

She looks forward to welcoming back students.

**Trustee Wilson** also attended the ACCT conference as it was a valuable opportunity to meet trustees from other states and learning the commonalities and the differences. The group traded t-shirts from their respective colleges.

The Board Development Retreat was an excellent way to learn more about the other trustees and learn more about the role of the Trustees and the President.

**Student Trustee Campbell** congratulated Mr. Simo, Mr. Sangiorgio and Ms. Reber-Franz for completing their higher education goals. Attended the ASCOD retreat where she met her new colleagues and has high expectations for this year. She also attended a student trustee conference and found it very rewarding.

Her daughter attends Palm Desert Middle School and they have an after school bridge program that focuses on extended study. She will attend the Friends of the Earth gathering.

She also commented on Facebook's ASL Ice-Bucket Challenge. With the severe drought we are experiencing she doesn't recommend we do it.

**Trustee Broughton** commented that attending meetings is a very important part of the job, but spending time with the community members in order to be a conduit is also very important. She has spent time this summer visiting with these members of the community to assess our students' needs and to be welcoming to all of our students.

She is working on a project to have our foundation meet with the local farmers. Agriculture is a big influence in this community. She is looking forward to this new year, as it's a new beginning and always exciting.

She thanked the staff for all the work that goes into the various meetings.

## **I. SUPERINTENDENT/PRESIDENT**

President Kinnamon thanked David Bashore and Cathy Levitt for the fine work they did with the bargaining team. It was a very pleasurable experience. He is looking forward to a similar situation with CSEA in the coming months.

The Academic Senate met this past Friday and there was substantive dialogue. There were discussions about our people and when we bring new people to COD we are vested in them and we have a responsibility to ensure they are successful. They discussed how do we welcome them and give them the tools to be successful. He hopes we can continue to have honest and open dialogue. Too often we forget that people matter and when possible, we should not let the power of the ego, the policy and procedures and the regulations dictate. He commended the Academic Senate for taking on the role of looking at the civility and the culture and how we can do it better. This will allow us to serve our students better and be a model to the community and student population.

He had an opportunity to visit with the mother of one of our students that was murdered in the east valley. This young man was a first generation college student and a father figure to his four younger siblings. The mother is a migrant farm worker and he did the same. This is senseless and an indictment on our society. It is a reminder to the community there is so much more to do. He was happy to hear that many students rallied to help with the services and help the family.

He reported on Stan Dupree, the Executive Director of Human Resources, who is out on medical leave. He is recovering and wanted to express to the Board how much he cares about them and has enjoyed working with them. Mr. Dupree appreciates the outpouring of support to him and his wife. They are going through a difficult time but remain positive and upbeat. Stan also wanted to express his appreciation for hiring him. Stan knows all of his nurses and many of them are from COD.

The entire room said hello to Stan in case he was watching.

Chair Broughton said we are looking forward to having Stan back.

**VIII. 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. BOARD OF TRUSTEES**

1. Proclamation: National Hispanic Heritage Month

**B. HUMAN RESOURCES**

1. ~~Employment Group C Appointments~~ *Moved to Action Agenda*
2. Employment Group A Appointments
3. Resignations
4. Stipend Agreements
5. Extension of Assignment
6. Professional Advancement – Faculty
7. Classified – 60-day Layoff Notice
8. New Job Descriptions

### **C. ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Payroll
4. Gift/Donation to the District
5. Out-of-State Travel
6. Approval of Contracts/Agreements and Amendments
7. Amendments to Contracts – Measure B Bond Projects
8. Change Orders – Measure B Bond Projects
9. Notice of Completion – Measure B Bond Projects
10. Renewal of Measure B Bond Program Management Agreement

### **D. STUDENT SUCCESS AND STUDENT LEARNING**

1. Designation of Off-Site Locations

Chair Broughton reminded the members there was a correction to AS 8 and several small typos that were fixed.

**Motion** by Trustee Stefan, second by Trustee O'Neill, to approve the consent agenda as presented.

**Discussion:** Student Trustee Campbell asked to pull consent item HR 1: employment group C, Student Workers/Tutors. Trustee O'Neill thanked Mr. Eklund for the automobile donation.

#### **Vote**

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan Aurora Wilson  
No: None  
Absent: None  
Abstain: None

Motion carried unanimously.

## **IX. ACTION AGENDA**

### **A. HUMAN RESOURCES**

1. Employment Group C Appointments

**Motion** by Trustee Stefan, second by Student Trustee Campbell, to approve the item as presented.

**Discussion:** Student Trustee Campbell thought that Abdulrahman Alawdii had previously been employed as a student worker and the box was checked “no” on this form. It needs to be changed to “yes”.

Also, the authorization for Monica Meza indicates the Federal Work Study has been suspended and questioned whether the student can still work as a student worker. She asks that we check on these two items.

**Vote**

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson  
No: None  
Absent: None  
Abstain: None

Motion carried unanimously to approve this item pending confirmation of the questions asked.

**2. Delayed Paperwork (over 60 days)**

**Motion** by Trustee Stefan, second by Student Trustee Campbell, to approve the delayed paperwork as presented.

**Discussion:** None.

**Vote**

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson  
No: None  
Absent: None  
Abstain: None

Motion carried unanimously.

**X. CLOSED SESSION**

**2. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**  
**Section 54956.9 (d)(2/3/4) Specify number of potential cases: 6**

**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

Agency Negotiator or Designee: Dr. Joel Kinnamon

**4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President**

**XI. OPEN SESSION**

No reportable action in closed session.

**XII. STUDY SESSION**

1. Enrollment Plan for 2014-2015

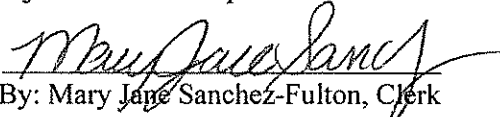
Dr. Kinnamon and Executive Vice President Student Success/Student Learning Anna Davies presented a Power Point and addressed questions.

2. Facilities/Programs, Educational Centers and Palm Desert Campus

Lisa Howell, Vice President Administrative Services and Mac McGinnis, EIS Pro Program Manager, presented a Power Point presentation and addressed questions.

**XV. ADJOURN**

There were no objections to adjourning the meeting. Meeting adjourned at 2:55 p.m.

  
By: Mary Jane Sanchez-Fulton, Clerk