



**COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVE  
PALM DESERT, CA 92260  
FRIDAY, JANUARY 16, 2015  
9:30 am**

**I. CALL TO ORDER** - Chair Stefan called the meeting to order at 9:36 am and asked Trustee Broughton to lead the pledge of allegiance.

Dr. Kinnamon – Dr. Kinnamon conducted the roll call:

Trustee Stefan  
Trustee O’Neill  
Trustee Broughton  
Trustee Sanchez-Fulton  
Trustee Wilson  
Student Trustee Campbell

Parliamentarian – Carlos Maldonado  
Recorder – Angela Walton

**II. CONFIRMATION OF AGENDA**

Confirmation of Agenda – Approve the agenda of the regular meeting of January 16, 2015, 2014, with additions, corrections, or deletions.

Trustee Stefan announced that Human Resources Consent Item #4, Academic Calendar, as well as the President’s Annual Report (Study Session) will be pulled and postponed to the February Board Meeting. Trustee Stefan reported that one request was submitted which is a public comment from students; they respectfully request to address the Board before closed session due to a school commitment. Trustee O’Neill stated that at the December Board of Trustees meeting, there was a discussion on math curriculum that resulted in a split motion, and Math Course Items 54 – 58 that were separated from the rest of the curriculum (MATH-001A, MATH-001B, MATH-002A, MATH-002B, MATH-002C) were to be brought back to the January Board meeting, but do not appear on this agenda. Trustee O’Neill requested these items are added to section 10C (1), Student Success/Student Learning as Item #2, to discuss Math Course Items 54-58 of the Curriculum Modifications for Fall 2015 from the prior agenda. Trustee Stefan asked that this is added as an action item to be accepted with flexibility for purposes of incorporating this item with the planned discussion during the study session.

Trustee Sanchez asked that the review of Board Policy 2210 is placed under action items and the math discussion is placed under discussion. Trustee Stefan informed Trustee Sanchez-Fulton that the math information is listed as a study item presentation and the

math action will be incorporated after the presentation. For clarification, Trustee Stefan reiterated that the math action item will be added to the agenda as item C1, under Student Success/Student Learning, Curriculum items 54-58, will be tied in with math curriculum study session.

Trustee Sanchez requested a change in the public comments section of the December Board minutes, and submitted the change to the Board Clerk.

**Motion:** Motion made by Student Trustee Campbell, and seconded by Trustee O'Neill to approve the additions and changes to the agenda.

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson, Student Trustee Eleanor Campbell

**No:** None

**Absent:** None

**Abstain:** None

Motion carried unanimously. The meeting agenda stands approved as amended.

### **III. PUBLIC COMMENTS**

1. Raziq Noorali and Tamara Escobar - Students of Mesa Program.  
The students described the science day projects planned during their Science Day event at the Mesa Center. The students distributed letters to the Board of Trustees from Mesa students discussing changes to math classes, stating that as Mesa students, they will be heavily impacted. Mr. Noorali asked the Board to read their distributed statements before making decisions on the math curriculum, and invited the Board of Trustees to their Science Day event next Friday.

### **CLOSED SESSION:**

#### **IV. 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 L. Kinnamon
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

## **V. OPEN SESSION**

**Closed Session report** – Trustee Stefan stated that no reportable action was taken in closed session.

## **VI. PUBLIC COMMENTS**

No additional comments were received.

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

Dr. Kinnamon introduced Deanna Murrell, Director of Financial Aid, and Sheri Jones (not present) to the Board of Trustees.

## **VIII. MINUTES**

In the minutes of the regular meeting of December 19, 2014, Trustee Sanchez-Fulton announced there was one addition in the public comments section; she requested the following was inserted: We honor your leadership and devoted service to our students and veterans. Also your tireless efforts to advance equality, peace, and social justice.” This was added to the Veterans for Peace Award comments during the December 19, 2014 Board of Trustees meeting.

There were no other corrections to the minutes of the December 19, 2014 minutes, and they stand approved as amended.

Trustee Broughton thanked Ms. Walton for the minutes and for inviting feedback from the Board of Directors.

## **IX. REPORTS**

- A. **ASCOD** – John Zepeda, ASCOD President, was present and gave a brief report.
- B. **College of the Desert Foundation** – No report.
- C. **Academic Senate** – Douglas Redmond was present and gave a brief report.
- D. **CODFA** – Denise Diamond was present and gave a brief report.
- E. **CODAA** – Cathy Levitt was present and gave a brief report.
- F. **CSEA** – Lauro Jimenez was present and gave a brief report.
- G. **Governing Board:**

**Student Trustee Campbell** - Student Trustee Campbell reported she attended the Region 9 meeting, which was also attended by a number of students. She has met with students regarding action item 1, Nonresident and Foreign Tuition Fees for 2015-2016, and will share comments when it comes up for action. Student Trustee Campbell stated she looks forward to seeing more upgrades to the soccer field, and plans to attend the FLEX workshops next week. She thanked COD for offering the winter sessions for students who were able to take advantage of this opportunity. Student Trustee Campbell stated that she looks forward to seeing more student workers on next month's meeting agenda. She was also contacted by students who attend the Indio campus, and they were concerned about the lab not being open on Fridays, which causes issues for them. Student Trustee Campbell stated that she was contacted over the winter intersession by community member Travers Emory who is interested in creating a grant for the counseling area of the college, and she plans to follow up with the Foundation to work with him on this project.

**Trustee Broughton** - Trustee Broughton reported that she enjoyed her holiday and spending time with family. Trustee Broughton stated that she had an opportunity to speak with local residents further east, and having the extra classes has helped a great deal of people. Trustee Broughton spoke to the approximately 3000 students who were recently bottlenecked. She specified that 91% of these students need science, which indicates that labs at Indio will be well used. 61% need math or history. She was relieved to see it was only 12% that needed English, and 28% that needed speech classes. Students from the east end of the valley may not have opportunities for public speaking and thanks the college for these opportunities. Access to computers needs to be emphasized, internet access for students in outlying areas is important, and asked administration and faculty to factor in computer access to assist the students in becoming successful.

**Trustee O'Neill** - Trustee O'Neill stated he hoped everyone had a great winter break. Trustee O'Neill informed the Board that he has been working with Ms. Michaeleen Gallagher, Director of Education and Environmental Programs, Sunnylands Center and Gardens, and announced she will be presenting at the February Board of Trustees meeting at 1:30 pm to discuss the Annenburg Foundation as well as discuss opportunities available between her Foundation and COD. Ms. Gallagher will come with some ideas and hopes the Board and staff will also come with ideas in expanding COD's working relationship with the Annenburg Foundation as well. Trustee O'Neill stated that Student Trustee Campbell has attended several Annenburg events, and encouraged the Board to take more involvement in their institution, and hopes this relationship can be strengthened. Trustee O'Neill offered a reminder that COD has a commitment to the Wright and Garrow family with regard to memorializing their contributions to COD, and hopes that this project is still moving forward, and also asked about the dedication plaques on the new buildings. Trustee O'Neill stated that he is excited to attend the upcoming FLEX activity.

**Trustee Wilson** - Trustee Wilson reported that she is officially retired as of December 30. Trustee Wilson stated that she volunteered with COD Friends of the Library Book Fair at Barnes and Noble, and that it is a wonderful fundraiser that helps to offset costs of its annual author luncheon coming up in February. She is also working with Palm Desert Rotary who has put together an educator's award worth \$1,000, and the application will be released in the near future, and encouraged all to look for the application. Trustee Wilson also looks forward to attending FLEX events.

**Trustee Sanchez-Fulton** - Trustee Sanchez-Fulton reported that several constituents from Desert Hot Springs were happy to hear that more courses were being offered at the Desert Hot Springs High School and Palm Springs High School. On January 12 & 13, Trustee Sanchez-Fulton reported that COD hosted the Clearly Conference, and thanked all staff who put the event together. On January 17 COD will have its 3<sup>rd</sup> Annual Automotive Club and asked everyone to attend if possible. Trustee Sanchez-Fulton reported that she attended a mural dedication of the Orca with a beach party theme in Desert Hot Springs. Trustee Sanchez-Fulton reminded all of the Modernism Week event coming up, and thanked Bert Bitanga and students. The invitation will be sent to all Board members to attend the tour. Trustee Sanchez-Fulton welcomed our new financial aid director to COD, and shared that on January 22, Palm Desert High School will host financial aid workshop, on January 28, Desert Hot Springs High School will host a financial aid workshop, and on January 29, a financial aid workshop will take place at Cathedral City High School. Trustee Sanchez-Fulton reported that she will be forwarding information on deadlines for scholarships. She is excited to attend FLEX events next week.

**Trustee Stefan** – Happy New Year. Trustee Stefan stated that the priority is education, and Board education is also important, but that at this time, she is unable to utilize her travel expense funds due to medical reasons. To that end, Trustee Stefan stated that she would like donated her designated travel expense funds to Trustee Sanchez-Fulton to act as Association of Community College Trustees (ACCT) representative for the Board of Trustees by attending two ACCT conferences, one in Washington, D.C., which is a political action conference, as well as the Governance Institute in New York City. Trustee Wilson will also attend the Governance Institute conference in New York. Trustee Stefan also announced that she will appoint Trustee Sanchez-Fulton as the Board's Hispanic Association of Colleges and Universities (HACU) representative and will attend their conference in the fall. For purposes of Board of Trustees training, Trustee Stefan asked Trustee Broughton and Student Trustee Campbell to work with Executive Vice President Davies in academics, and Trustee Wilson and Trustee O'Neill work on finances with Vice President Lisa Howell, and Trustee Sanchez-Fulton and Trustee Stefan to work with Human Resources and Diane Wirth, interim Executive Director. Trustee Stefan asked that Trustee Sanchez-Fulton works with her on the development of a Board

orientation manual that includes a compilation of state guidelines for new trustees and as well as COD information.

**Superintendent/President** – President Kinnamon announced that the Admissions and Records Department won an award along with 8 other institutions across the country, and the award was announced in University Business Magazine. The staff members from the department took a picture with Dr. Kinnamon and the award, and the article was shared with the Board of Trustees.

Dr. Kinnamon acknowledged that during the winter intersession, 48 sections were added, and there were approximately 1430 enrollments. Dr. Kinnamon stated that this summer's schedule will also be aggressive in providing the classes students need, and that they will be recruiting 12 new permanent faculty members in the near future.

Dr. Kinnamon stated that there has been a great deal of discussion on facilities and educational planning in recent months, and reported that the educational master plan will be updated to make sure the education plan is driving the facilities plan. This will be announced during FLEX, along with data sessions on the master plan. Town Halls will also be held, the goal is to have the educational master plan is updated by end of spring semester.

President Kinnamon reported that interim Security Director Stan Henry has identified a way for all classrooms to be able to lock, new devices will be installed by end of January. Security cameras at Mecca/Thermal are in place.

President Kinnamon thanked Dr. Lisa Soccio for her work in organizing the FLEX calendar. Dr. Kinnamon reported that an op-ed piece was submitted today to a local paper, and could be circulated on campus. Trustee O'Neill inquired if someone from COD could give the Board notice when articles concerning COD will be appearing in local media. Dr. Kinnamon stated that they will strive to keep the Board informed.

#### **Consent Agenda:**

##### **A. Human Resources**

1. Employment Group C Appointments
2. Employment Group A Appointments
3. Leave of Absence
4. ~~Academic Calendar~~ (*Pulled for February 2015 Meeting*)

##### **B. Administrative Services**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Approval of Contracts/Agreements and Amendments
4. Payroll

5. Out-of-State/Travel
6. Gifts/Donations to the District
7. Amendments to Contracts – Measure B Bond Projects
8. Change Orders – Measure B Bond Projects
9. Notice of Completion – Measure B Bonds Projects
10. Budget Transfers

**C. Student Success/Student Learning**

1. Student Equity Plan 2014-2015

Trustee Stefan reminded the Board that Human Resources Item A-4, Academic Calendar, has been pulled and will be submitted for the February Board agenda.

**Motion:** Motion by Trustee Broughton, seconded by Trustee O’Neill to approve the consent agenda as amended.

**Discussion -** Trustee Broughton thanked individuals who donate items and time to COD, and provides students with supplies and access to new things.

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson, Student Trustee Eleanor Campbell

**No:** None

**Absent:** None

**Abstain:** None

Motion carried unanimously. The consent agenda stands approved as amended.

**X. ACTION ITEMS**

**A. Items Pulled from Consent Agenda for Separate Discussion and Consideration.**

No items were pulled for separate discussion.

**Administrative Services**

**1. Non-resident and Foreign Tuition Fees for 2015-2016**

**Motion:** Motion by Trustee Broughton, seconded by Student Trustee Campbell to approve the Non-resident and Foreign Tuition Fees for 2015-2016.

**Discussion –** John Ramont, Director of Fiscal Services, provided background on this issue. Mr. Ramont reported that every year, by law the college is required to submit to the state Chancellor’s office fees that non-resident students will be charged for the upcoming year. The rate that was set sits at the average per unit/per semester cost for the

state. A new component that was added is the capital outlay fee, which means non-residents utilize the facilities but do not pay for the facilities in the same fashion that local residents do through property taxes. The law allows COD to recover a fee based on costs incurred, and Mr. Ramont explained how the fees are calculated. The fee is used to pay for facility repairs and improvements.

Student Trustee Campbell reported she spoke with students regarding this item, and asked several questions on their behalf regarding comparisons to the fees that other schools charge, and if this fee will decrease enrollment in non-resident students. Student Trustee Campbell also inquired if enrollment did decrease, if it would affect staffing or faculty. Mr. Ramont reported that this fee is comparable to other colleges and that it should not impact staffing levels.

Trustee O'Neill requested that data on comparable schools be made available when a topic such as this comes to the Board. Trustee Sanchez-Fulton suggested that a study session on the Governor's education budget and how it impacts community colleges is arranged in the near future.

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan, Aurora Wilson, Mary Jane Sanchez-Fulton

**No:** Student Trustee Campbell (stated that students believed that the passing of this measure would decrease diversity at the college)

**Absent:** None

**Abstain:** None

Motion carried. The item stands approved.

## 2. Budget Revisions

**Motion:** Motion by Trustee O'Neill, seconded by Trustee Wilson to approve the budget revisions.

**Discussion** – Trustee O'Neill stated that he glad to see that some categorical funding is being restored, hopes to continue to see it restored, and Trustee Broughton thanked staff for the new budget format.

**Roll Call Vote** – Dr. Kinnamon conducted the roll call vote

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan, Aurora Wilson, Mary Jane Sanchez-Fulton, Student Trustee Eleanor Campbell

**No:** None

**Absent:** None

**Abstain:** None

Motion carried unanimously. The item stands approved.



Trustee Stefan encouraged Board members to attend FLEX days. She announced that the Community College League of California is having conference in San Diego in fall, and encourages Board members to attend. Trustee Stefan announced that CCLC elections are coming up, and when those are received, asked the Board members to respond and return the ballots to President Kinnamon's office. She reminded Board to turn in their mileage reports for the period of October – December, and to turn in to the President's office by January 31. Trustee Stefan asked that if there are any events that should go on Board calendars that other Board members may wish to attend, send to Trustee Stefan so they can be properly forwarded.

#### **XI. CLOSED SESSION (Cont'd)**

##### **4. PERSONNEL**

###### **a. PUBLIC EMPLOYEE APPOINTMENT**

(Government Code Section 54957)

- Title:     1. Director, Upward Bound  
          2. Director, Institutional Grants

###### **b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

- Superintendent/President

#### **XII. OPEN SESSION**

**Closed Session Report** - Trustee Stefan stated no reportable action was taken in closed session.

##### **3. Math Curriculum – added to action agenda in conjunction with Mathematics Discussion during Study Session**

Trustee Stefan accepted the recommendation to make this item part of the study session.

**Motion:** Trustee O'Neill made the motion to consider items from the previous agenda, Math Course Items 54 – 58 (MATH-001A, MATH-001B, MATH-002A, MATH-002B, MATH-002C) on the Curriculum Modifications for Fall 2015, for approval.

Trustee Broughton seconded the motion.

**STUDY SESSION: Mathematics Discussion** – Anna Davies, Executive Vice President, Student Success/Student Learning, Dean Annebelle Nery, Institutional Effectiveness, Dean Leslie Young, School of Health Sciences

Anna Davies reported that they will present the information they have had the opportunity to collect, and will answer any questions the Board may have on this topic. Ms. Davies stated that at the conclusion of the presentation, she will make a recommendation.

Ms. Davies stated that the role of administration in curriculum approval is to look at issues that are non-content related. This issue was considered to have more to do with the institutional responsibility for curriculum and not the discipline perspective.

Question: Who else is teaching this curriculum in this way? EVP Davies reported that they have performed an audit of their peer group in the Chancellor's Office score card college grouping (comparable group of 19 colleges). EVP Davies reported that the audit did not reveal find any examples of laboratory/lecture combinations in the STEM pipeline. There is one college is that is offering lab hours in their pre-algebra course.

Question: Do we have the resources to implement this curriculum proposal? Dean Jim Berg provided a written report for the Board, stating that if we are seeking technology as a platform for lab, it would require us to create an additional lab with the math department having access to that lab. There would be nominal impact on staffing or faculty load. Trustee O'Neill inquired if this proposal would this need classified staffing to operate, and the answer was that the lab hours as proposed are supervised by faculty of record, and as such there is no indication of additional staffing needs.

Question: Compliance with ADA and issues of success and questions about past curriculum changes being successful.

Leslie Young addressed accessibility issue of the web-based requirements of the software used in math classes. There are four web-based software programs currently utilized in the math lab. Looked to see if these were fully accessible to COD students with disabilities, and she contacted the director the Hi-Tech Center Training Unit who provide training and technical support in the area of web accessibility for California Community Colleges. The programs are "no math programs are 100 percent accessible at this time." Dr. Young stated that due to no math program being 100 percent accessible, the college must provide equally effective opportunity for the student needing that accessibility by offering the class must be offered at a similar time with the same qualifications of instructor not using that inaccessible program. Dr. Young stated that this is not done at COD, and that the non-accessibility issue is a vendor-issue, not an institutional one.

Dr. Nery discussed success rate and content analysis. One change was from Math 50 to Math 54, and the other was for Math 40, additional lab hours to another Math 40, and these were studied three years prior and three years after. Dr. Nery reported that there was an increase in success rates Math 50 to Math 54, but in the change from Math 40 with the additional lab hours, there was a decrease in success rates. Dr. Nery reported that they performed a content analysis: with the change in Math 40, the course objectives were similar and the main change was the addition of lab hours. However, from Math 50 to Math 54, there were 1/3 new course objectives, changes in 1/3 of the course objectives. Based on the content analysis, Math 50 to Math 54, in their opinion it is a different course that may require a different course numbering. The Math 40 to Math 40 would essentially be the same course.

Dr. Nery reported that an analysis on two comparison cohorts was performed. It was found that there were only a few schools that had additional lab hours, but majority do not. Additional lab hours were found in pre-algebra course in one district. Dr. Nery reported that in a comparison of several regional schools. CSU San Bernardino and CSU San Marcos were evaluated to determine if their college-level math course had lab hours, and it was found that the four math units were lecture only with no lab hours. Several other schools, CSU SB, CSU SM, and UCR, as well as San Diego State, and these schools had no lab hours.

Ms. Davies stated that the courses in question are part of the stem major, not courses required to transfer. The course required to transfer is Algebra.

Ms. Davies reported she spoke with Vice Chancellor of Academic Affairs at the Chancellor's office and received technical assistance with regard to this matter. The response from the Chancellor's office was that the course outlines as currently written do not specifically enough address the objectives of the lab. Ms. Davies reported their feedback provided two options: either keep the course a 72-hour, 4-unit lecture with no lab, or if the lab is desired, the course outline needs to be revisited to specify lab objectives and homework assignments to make clear how the entire course is delivered to a student.

Ms. Davies stated that her recommendation that due to the recent holidays, they have not had sufficient opportunity to dialogue with faculty. Ms. Davies believes it is important that conversation is had with the senate and faculty, and would requests the opportunity to go back to the senate or the group the senate recommends as well as department faculty to allow them the opportunity receive all of the information available as well as well as what has been provided to the Board of Trustees.

Ms. Davies reported that COD is past the deadline for the Associates Degree for Transfer compliance, and the Chancellor's office has been informed, and they are aware COD is working through the issue. Locally, the existing curriculum will stay in place until a decision is made. If this matter is resolved within the next month or so, Ms. Davies stated that we would get it back into the catalog.

Motion: Trustee O'Neill made the motion to postpone this item to allow the Executive Vice President a chance to meet with faculty and senate to share the information provided to the Board at this meeting and to gather additional information to bring back to February meeting. Trustee Broughton seconded the motion.

**Discussion:** None.

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan, Aurora Wilson, Mary Jane Sanchez-Fulton, Student Trustee Eleanor Campbell

**No:** None

**Absent:** None

**Abstain:** None

Motion carried unanimously.

### **XIII. INFORMATION/DISCUSSION ITEM**

#### **1. Review of Board Policy 2210 – Officers of the Board**

Trustee O'Neill stated that due to the conflicting statements in the policy, it would be in the Board's best interest to consider going with either a vote or rotation system, or a combination of the two, as some past Board members decided they did not want to be the Chair within the given rotation schedule.

Trustee Stefan stated that she would prefer give this matter to a committee headed by Trustee O'Neill and Trustee Broughton, and asked them to work on resolving this issue, and to bring their recommendations to the Board for consideration in February. Trustee Stefan reminded the Board that the policy change would require two readings, and any recommendations for changes from other Board members should be submitted to Ms. Walton in the President's office, who will then forward the recommendations to Trustees Broughton and O'Neill. Once completed, this matter will come back to the February Board meeting for review and approval. Trustee O'Neill stated that all Board policy review dates should be revisited.

### **XIV. STUDY SESSION (Cont'd)**

#### **BOARD SELF-EVALUATIONS**

Trustee Stefan distributed the self-evaluation forms, and asked the Board of Trustees to submit their completed forms to the President's office by 30<sup>th</sup> of January.

#### **LABOR MARKET ACADEMIC PROGRAMS AND JOB PROJECTIONS – Dr. Daniel Martinez, Director of Institutional Research**

Dr. Martinez provided a presentation on the "The Link Between Programs and Jobs"

- COD Awards – degrees and certificates; COD Courses by TOP Code, Linking Programs to Occupation, Labor Market Information (LMI) Tool.
- Explained TOP programs and the links between programs and jobs – COD Academic Programs, TOP Code: Taxonomy of a Program, CIP Code : Classification of Instructional Programs
- SOC Code – Standard Occupational Classification
- Showed the relationship between COD programs and occupations available in the area
- Anna Davies stated that this is an ideal tool for determining if there are programs that we will need to add and build into growth plan for next 3-5 five years

Trustee Sanchez requested closing the meeting in remembrance of Martin Luther King, Jr. as Monday is his birthday and a school holiday.

**XV. ADJOURN**

**There were no objections to adjourning the meeting in remembrance of Martin Luther King, Jr. Meeting adjourned at 2:53 pm.**

  
By: Aurora Wilson, Clerk

ADDRESSING THE BOARD OF TRUSTEES

1. Complete a "Request to Address the Board of Trustees" form (see below) and present it to the Board Executive Assistant prior to the beginning of the meeting at which you wish to address the Board.
2. You will be called to speak at the section set aside for PUBLIC COMMENTS. Each speaker will be allowed a maximum of three (3) minutes per topic. Fifteen (15) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one Board meeting. *(per Board Policy 2350)*
3. You will be asked to state your name and appropriate affiliation for the record before your statements to the Board.
4. The Board Chair may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive. *(per Board Policy 2350)*

*\*For the complete text of Board Policy 2350 [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu) – "Community", "Board of Trustees", "Board Policies and Procedures".*

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(DETACH HERE AND RETURN THIS PORTION TO THE BOARD ASSISTANT)

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: January 16, 2015

NAME: Raziq Noorali and Tamara Escobar  
*(Please print legibly)*

AFFILIATION:      PUBLIC \_\_\_\_\_      STAFF \_\_\_\_\_  
                         FACULTY \_\_\_\_\_      STUDENT   x  

IF SPEAKING TO AN AGENDA ITEM PLEASE INDICATE THE ITEM TO WHICH YOU WISH TO SPEAK:

AGENDA ITEM NO. \_\_\_\_\_

TITLE \_\_\_\_\_

# Academic Senate Board Report

16 January 2015

Good morning

The Senate would like to thank Dr. Kinnamon for his selection of the 12 full-time tenure track faculty. It was a great effort by many to present him with a prioritized list. The process is strong; we need to refine it and make some changes but I am confident this will be done. I will send you the feedback I received from Faculty on the prioritization process just to keep you in the loop.

Faculty Innovation Center. The Senate is moving forward with a vision meeting this Tuesday and will continue the brainstorming discussions within each academic unit. The Senate will be developing a timeline and work with students, administration and staff, as appropriate, to help bring this Center to reality. The Senate would like to thank the Berger Foundation and everyone who has contributed financially to this center. Faculty are excited about this Center and how it can better help us help students.

Revisions to Math curriculum. Thank you for your diligence in this matter. We realize and respect your role in the process and appreciate what you do. So much has gone on, so much work has been done. I want to share a few facts which I hope will assist you in making your decision.

- Some of the Math courses were 5 units, which prevented the College from meeting the TMC goals
- As suggested in an email sent to ***all Community Colleges from the Chancellor's office*** (see attached) the Math department "Revised the high unit courses..." to meet the TMCs. They went from 5 SIUs to 4 SIUs.
- The ***Transfer Model Curriculum (TMC) Templates, which were provided to all Colleges from the Chancellor's Office***, list 4 unit math courses. (see attached)
- Faculty have proposed curriculum changes to courses where they go from a model of lecture only to lecture/lab. These courses have been approved by the Senate and the Board of Trustees in the past. i.e. CIS-017; HS-072; (I do not suggest that this past practice mandates all courses that follow this model must be approved. I point this out only to inform this Board that it has been done in not so recent and recent past.)
- In an effort to improve student success Math proposed a lecture/lab model where students would receive greater access to their professors and the knowledge they possess.
- The Senate didn't take these changes lightly and worked to provide discussion and debate with all parties. It wasn't a rubber stamp. In fact, some of the proposed Math curriculum changes were not approved by the Senate.

Math has been criticized for low success rates and not doing anything about it. They took action using Chancellor's Office guidelines, in an effort to improve student success. It was vigorously debated by the Senate and all involved parties. This is a great opportunity to see if this model will work! The Senate is requesting that you approve the Math Curriculum before you.

Thank you for your diligence in all matters put before you and thank you for your support of the Faculty at College of the Desert!

***Addendum:*** Enrollment management. Winter session is GREAT! We are doing some great things. There is a concern with our enrollment management plan. Yes we are growing, and we need to continue to for so many reasons. But, as all will agree, we need to do it carefully. While we did serve a significant amount of students in the Winter session, we also cancelled 15 classes, and a number of our classes were low enrolled. Spring enrollments are reflecting some low enrolled courses, I would refer you to the open class list from the College home page. We support going after growth, and that may have us running some low enrolled classes. I understand and support the need to run classes that are less than full there are reasons why we need to do this. Here's the issue: If we are overly aggressive and base spending decisions on projections that may be too optimistic, it may put us in a difficult financial position. I am optimistic, I think we can and should grow. The steps we have taken have been good but are showing some warning flags. Flags that say, we need to tighten up our planning. Thank you.



Desert Community College District  
Board of Trustees' Meeting  
January 16, 2015  
CODAA Report

While it has been a quiet month during semester break, several adjuncts are teaching in the Winter Intersession. We appreciate the opportunity to earn extra income and hope that the District appreciates the service adjuncts are providing to our students.

Once again CODAA will be conducting two Flex sessions for adjuncts at the end of this month, "Adjunct Essentials" and "Conducting Effective Self-Evaluations." As usual, we invite the Board to attend and welcome your participation in the Flex Calendar process.

Now that the full-time, temporary faculty positions have been filled, we must express our extreme disappointment that some of the positions were filled with external candidates, even though there were highly qualified adjuncts under consideration. The message this sends to our adjuncts is that they are good enough for part-time work, but not good enough to work full-time. This, of course, is ludicrous, but it is the only conclusion that can be reached when fully-qualified internal candidates, known entities who have been observed in the classroom and received favorable performance evaluations, are rejected in favor of unknown entities whose performance in the classroom can only be inferred. Once again, our adjuncts are less than equal, and once again it is accepted as standard operating procedure. We hope that this Board takes this very seriously and takes appropriate steps to prevent its repetition.



COLLEGE  
*of the* DESERT

# Capital Projects Report

*to the*

## Board of Trustees

January 16, 2015

MAAS

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## Campus Activities

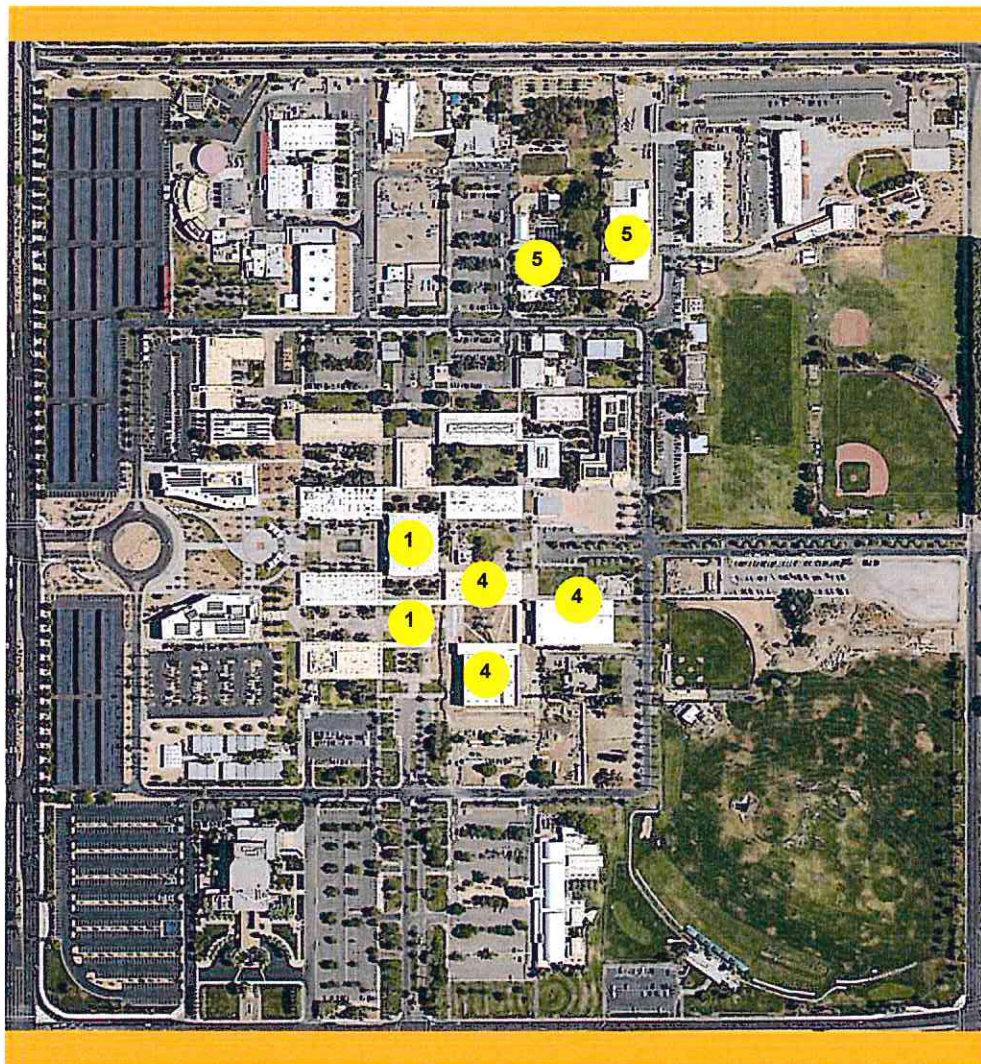
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## Current Construction Projects

- 1 Central Campus Redevelopment
- 2 EVC-M/T Expansion (Not Shown)
- 3 Indio Retail (Not Shown)

## Current Construction Projects

- 4 Athletic Facilities
- 5 Applied Sciences



# PROJECTS IN DESIGN . . .

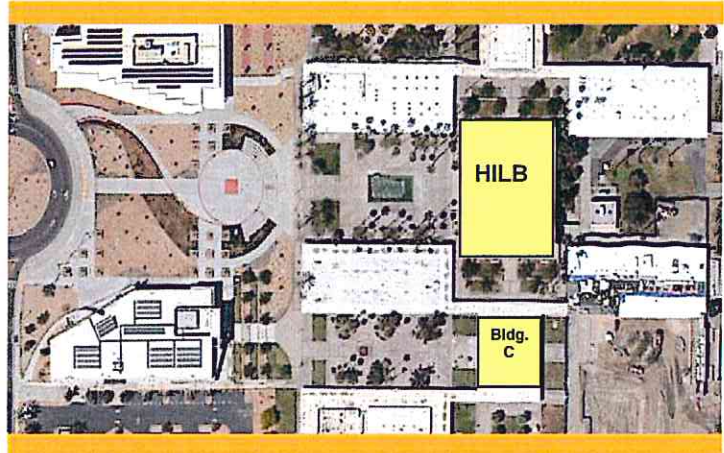
- Project Status Reports

# CENTRAL CAMPUS REDEVELOPMENT

## PROJECT STATUS REPORT

### DESIGN

- Address 43-500 Monterey Ave.  
Palm Desert, CA 92260
- Project Manager MAAS  
TBD
- Architect LPA Architects  
Irvine, CA
- Construction Manager ProWest  
Wildomar, CA



### Fast Facts

Complete renovation of the HILB and 'C' Buildings. The renovations will prepare spaces to consolidate all Library & Learning Resource Center operations to the center of campus.

- Total Project Budget ..... \$37,550,000
- Project Square Footage (GSF) ..... 32,000 SF
- Funding Source ..... Measure B
- Construction Start ..... Summer 2016
- Targeted Completion..... Fall 2017

### Sustainable Features

- Will be LEED certified

### Project Update

- Working with Architect
- Currently in Programming Phase

# EVC-MECCA/THERMAL EXPANSION

## PROJECT STATUS REPORT

### DESIGN

- Address 61120 Buchanan St.  
Thermal, CA 92274
- Project Manager MAAS  
Ryan Lamb
- Architect HMC Architects  
Ontario, CA
- Construction Manager N/A



### Fast Facts

The East Valley Campus - Mecca/Thermal Expansion will include 4 new classrooms. One wet lab and three for general use.

- Total Project Budget . . . . . \$5,000,000
- Project Square Footage (GSF) . . . . . 4,500 SF
- Funding Source . . . . . Measure B
- Construction Start . . . . . TBD
- Targeted Completion . . . . . TBD

### Project Update

- Project is in Schematic Design Phase

## PROJECT STATUS REPORT

### DESIGN

- Address 45-500 Oasis St.  
Indio, CA 92201
- Project Manager MAAS  
Dave Hall
- Architect o2 Architecture  
Palm Springs, CA
- Construction Manager N/A



### Fast Facts

The retail space at the Indio Campus is being built out for proposed tenants. The space will include 3 retail opportunities, one of which will be a bookstore.

- Total Project Budget . . . . . \$500,000
- Project Square Footage (GSF) . . . . . 8,000 SF
- Funding Source . . . . . Measure B
- Construction Start . . . . . Summer 2015
- Targeted Completion . . . . . Fall 2015

### Project Update

- Schematic Design drawings being developed



# PROJECTS IN CONSTRUCTION . . .

- Project Status Reports

## PROJECT STATUS REPORT

### CONSTRUCTION

- Address 43-500 Monterey Ave.  
Palm Desert, CA 92260
- Project Manager EISPRO  
Dave Hall
- Architect LPA Architects  
Irvine, CA
- Construction Manager ProWest  
Wildomar, CA



### Fast Facts

New gymnasium, team rooms, restrooms, shower/locker rooms and maintenance facilities for the Physical Education and Athletics programs, as well as renovation of an initial structure to accommodate weight training, multipurpose rooms and faculty/staff offices for the Physical Education and Athletics programs for the campus. New tennis facilities and athletics quad.

- Total Project Budget . . . . . \$24,765,238
- Project Square Footage (GSF) . . . . . 26,840 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Winter 2012-2013
- Targeted Completion Phase 1 . . . . . Summer 2014
- Targeted Completion Phase 2 . . . . . Fall 2014

### Sustainable Features

- Will be minimum LEED Silver certified

# ATHLETIC FACILITIES

## PROJECT STATUS REPORT CONSTRUCTION

### Fast Financial Facts

- Total Project Budget .....\$24,765,238
- Construction Budget .....\$22,508,525
- Expenditures To Date.....\$22,526,625
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 91%
- Percent Complete of Construction (Ph.1) . . . 100%
- Percent Complete of Construction (Ph.2) . . . 100%

### Project Update

#### Gymnasium

- Construction complete
- Fire Turn Around Lane Turfblock pad complete

#### Kinesiology Building

- Complete

#### Tennis Courts

- Tennis court fence and surface complete
- Tennis Court and Irrigation/Landscape Acceptance Walk, January 15, 2015



## PROJECT STATUS REPORT

### CONSTRUCTION

- Address 43-500 Monterey Ave.  
Palm Desert, CA 92260
- Project Manager EISPRO  
Jon Zuber
- Architect HGA Architects  
Santa Monica, CA
- Construction Manager Gilbane  
San Diego, CA



### Fast Facts

This project encompasses both the Agricultural Sciences, which will be renovated along with a new Greenhouse and Lath House, and a new Applied Sciences building that will be home to the HVAC, Drafting, Construction Technology, Natural Resources, classrooms and Labs. The Dean and Facility offices will also be in this building.

- Total Project Budget . . . . . \$12,381,000
- Project Square Footage (GSF) . . . . . 21,741 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Summer 2013
- Targeted Completion . . . . . Fall 2014

### Sustainable Features

- Will be minimum LEED Silver certified

## PROJECT STATUS REPORT CONSTRUCTION

### Fast Financial Facts

- Total Project Budget ..... \$12,381,000
- Construction Budget ..... \$ 8,781,000
- Expenditures To Date ..... \$11,897,007
- Projected Change Order Percent. .... .0%
- Percent Complete of Project Cost. .... .96%
- Percent Complete of Construction. .... 100%



### Project Update

#### Ag. Building

- Complete

#### Applied Science Building

- Construction Complete
- Processing Notices of Completion
- Faculty/Staff moved in 12/22/14



# FINANCIAL REVIEW . . .

- Project Allocation Budget

# COMPLETED PROJECTS

## PROJECT ALLOCATION BUDGET

COMPLETED PROJECTS	Budget	Expense	Balance
	Bond + Other	Bond + Other	
Ag Science Project	\$105,804	\$105,804	\$0.00
Alumni Centre	\$2,714,816	\$2,714,816	\$0.00
Aquatics Swimming Pool Demolition	\$310,103	\$310,103	\$0.00
Barker Nursing Complex	\$10,973,913	\$10,973,913	\$0.00
Burn Tower	\$2,875,267	\$2,875,267	\$0.00
Business Building Renovation	\$4,598,036	\$4,598,036	\$0.00
Campus IT Infrastructure	\$2,498,904	\$2,498,904	\$0.00
Campus Standards & Design	\$615,343	\$615,343	\$0.00
Carol Meier Lecture Hall Roof Repair	\$317,728	\$317,728	\$0.00
Central Annex Village	\$2,308,330	\$2,308,330	\$0.00
Central Campus Redevelopment Planning	\$1,427,832	\$1,427,832	\$0.00
Central Plant	\$13,127,485	\$13,127,485	\$0.00
Contractor Lay Down Area	\$724,890	\$724,890	\$0.00
CSSC Second Floor Renovation	\$148,060	\$148,060	\$0.00
Culinary Kitchen	\$410,529	\$410,529	\$0.00
Date Palm Removal	\$311,447	\$311,447	\$0.00
Desert Hot Springs	\$1,140	\$1,140	\$0.00
Diesel Mechanics Flooring	\$14,154	\$14,154	\$0.00
Dining Facility Renovation	\$5,399,910	\$5,399,910	\$0.00
Facilities Yard Improvement	\$416,825	\$416,825	\$0.00
Imaging	\$399,540	\$399,540	\$0.00
Mecca-Thermal Interim Modulars	\$9,913,929	\$9,913,929	\$0.00
Mecca-Thermal Septic Sewer System	\$288,401	\$288,401	\$0.00
Monterey Wall & Landscaping	\$1,544,946	\$1,544,946	\$0.00
Nursing Building Renovation	\$3,538,287	\$3,538,287	\$0.00
Pavement Removal North Alumni Road	\$28,721	\$28,721	\$0.00
Ph I - Infrastructure Upgrade	\$14,512,593	\$14,512,593	\$0.00
Ph II - Infrastructure Upgrade	\$11,727,628	\$11,727,628	\$0.00
PSA Parking & Mag. Falls Entrance	\$949,794	\$949,794	\$0.00
Public Safety Academy	\$14,917,722	\$14,917,722	\$0.00
Safety/Security Improvements CDC & AR	\$256,377	\$256,377	\$0.00
Scene Shop	\$75,654	\$75,654	\$0.00
Science Labs	\$223,624	\$223,624	\$0.00
Sidewalk Repairs	\$38,846	\$38,846	\$0.00
South Annex Ph I	\$273,569	\$273,569	\$0.00
South Annex Ph II	\$1,027,825	\$1,027,825	\$0.00
South Annex Ph III - DSPS Modulars	\$646,294	\$646,294	\$0.00
South Parking Lot	\$1,004,767	\$1,004,767	\$0.00
So./No. Annex Ph I Classroom Modulars	\$1,920,155	\$1,920,155	\$0.00
Storm Drain Outlet Structure	\$1,563,111	\$1,563,111	\$0.00
Telephone Systems/VOIP Upgrade Ph I	\$964,487	\$964,487	\$0.00
Temporary Access Road	\$87,252	\$87,252	\$0.00
Temporary Dining Facility	\$752,840	\$752,840	\$0.00
Velma Dawson House Lot	\$27,500	\$27,500	\$0.00
Visual Arts Kiln Building	\$179,079	\$179,079	\$0.00
West Valley Palm Springs - Original Campus	\$5,403,355	\$5,403,355	\$0.00
Western Parking Lot	\$2,564,965	\$2,564,965	\$0.00
Western Parking Lot Landscaping	\$266,422	\$266,422	\$0.00
Wireless Access Project	\$322,555	\$322,555	\$0.00
<b>EXPENDED TOTAL</b>	<b>\$124,720,751</b>	<b>\$124,720,751</b>	<b>\$0.00</b>

Note: All Balances Moved To Contingency

# CURRENT PROJECTS

## PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget</u>	<u>Expense</u>	<u>Balance</u>
	<u>Bond + Other</u>	<u>Bond + Other</u>	
Applied Sciences	\$12,381,000	\$11,897,007	\$483,993
(2) Athletic Facilities	\$24,765,238	\$22,526,625	\$2,238,614
Campus Electronic Sign	\$300,000	\$20,891	\$279,109
Campus Energy Monitoring	\$295,801	\$289,188	\$6,612
Central Plant MBCx	\$3,547,420	\$3,335,803	\$211,617
(2) Child Development Center	\$6,074,000	\$6,007,434	\$66,566
(1) (3) Communication Building	\$20,266,832	\$20,227,023	\$39,809
(1) Cravens Student Services Center	\$22,963,961	\$22,953,035	\$10,926
Demo Central Annex / Cooling Tower	\$336,262	\$336,262	\$0
(1) Indio Education Center	\$23,952,350	\$23,790,615	\$161,735
Infrastructure Upgrade - Ph III	\$11,732,136	\$11,722,839	\$9,298
(2) Math Science Technology Center	\$24,347,061	\$24,277,332	\$69,729
(1) Monterey Entrance	\$5,404,168	\$5,394,445	\$9,724
RDA Small Maintenance Projects	\$1,315,108	\$1,173,882	\$141,226
Relocations Project	\$766,879	\$568,049	\$198,830
Security Cameras & Emergency Phones	\$200,000	\$132,450	\$67,550
Site Remediation	\$387,000	\$316,045	\$70,955
(2) Soils Contingency	\$101,500	\$0	\$101,500
(2) Stagecraft Shop	\$2,100,000	\$2,036,280	\$63,720
(1) Visual Arts Building	\$8,465,353	\$8,392,214	\$73,139
(1) Wayfinding	\$500,000	\$460,308	\$39,692
<b>SUB TOTAL</b>	<b>\$170,202,068</b>	<b>\$165,857,728</b>	<b>\$4,344,340</b>

(1) Projects pending financial closeout.

(2) Budget Augmentation approved by Administration.

(3) Balance/Partial transferred to Bond Contingency.



## PROJECT ALLOCATION BUDGET

<u>FUTURE PROJECTS</u>	<u>Budget</u>	<u>Expense</u>	<u>Balance</u>
	<u>Bond + Other</u>	<u>Bond + Other</u>	
Central Campus Redevelopment	\$36,122,168	\$0	\$36,122,168
East Valley Mecca/Thermal Campus	\$29,700,000	\$36,955	\$29,663,045
West Valley Desert Hot Springs Ph II	\$2,500,000	\$0	\$2,500,000
West Valley Palm Springs	\$37,596,646	\$820	\$37,595,826
<b>SUB TOTAL</b>	<b>\$105,918,814</b>	<b>\$37,775</b>	<b>\$105,881,039</b>

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u>	<u>Expense</u>	<u>Balance</u>
	<u>Bond + Other</u>	<u>Bond + Other</u>	
Completed Projects	\$124,720,751	\$124,720,751	\$0
Current Projects	\$170,202,068	\$165,857,728	\$4,344,340
Future Projects	\$105,918,814	\$42,896	\$105,881,039
Bond Management and Other Fees	\$24,819,385	\$24,819,385	\$0
Contingency	\$2,557,197	\$0	\$2,557,197
<b>TOTAL</b>	<b>\$428,218,215</b>	<b>\$315,440,760</b>	<b>\$112,782,576</b>

<b>Total Bond Funds Issued</b>	<b>\$346,500,000</b>
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<u>DEFERRED PROJECTS</u>	<u>Proposed Budget</u>
Art Building Re-Purpose	\$500,000
Construct Parking Lot Velma Dawson House	\$600,000
Demo East Annex / Construct Parking Lot	\$2,000,000
Diesel Mechanics / Install Parking Lot	\$2,500,000
Engineering Building Renovation	\$4,000,000
Landscaping at Fred Waring Entrance	\$1,000,000
Multi-Use Arts Facility	\$20,386,059
Parking Lot at Lay Down Area	\$1,200,000
Pollock Theater Carol Meier Renovation	\$3,940,381
Public Safety Academy Phase II	\$10,887,000
<b>TOTAL DEFERRED PROJECTS</b>	<b>\$47,013,440</b>

# UPCOMING EVENTS . . .

- No Events Currently Scheduled



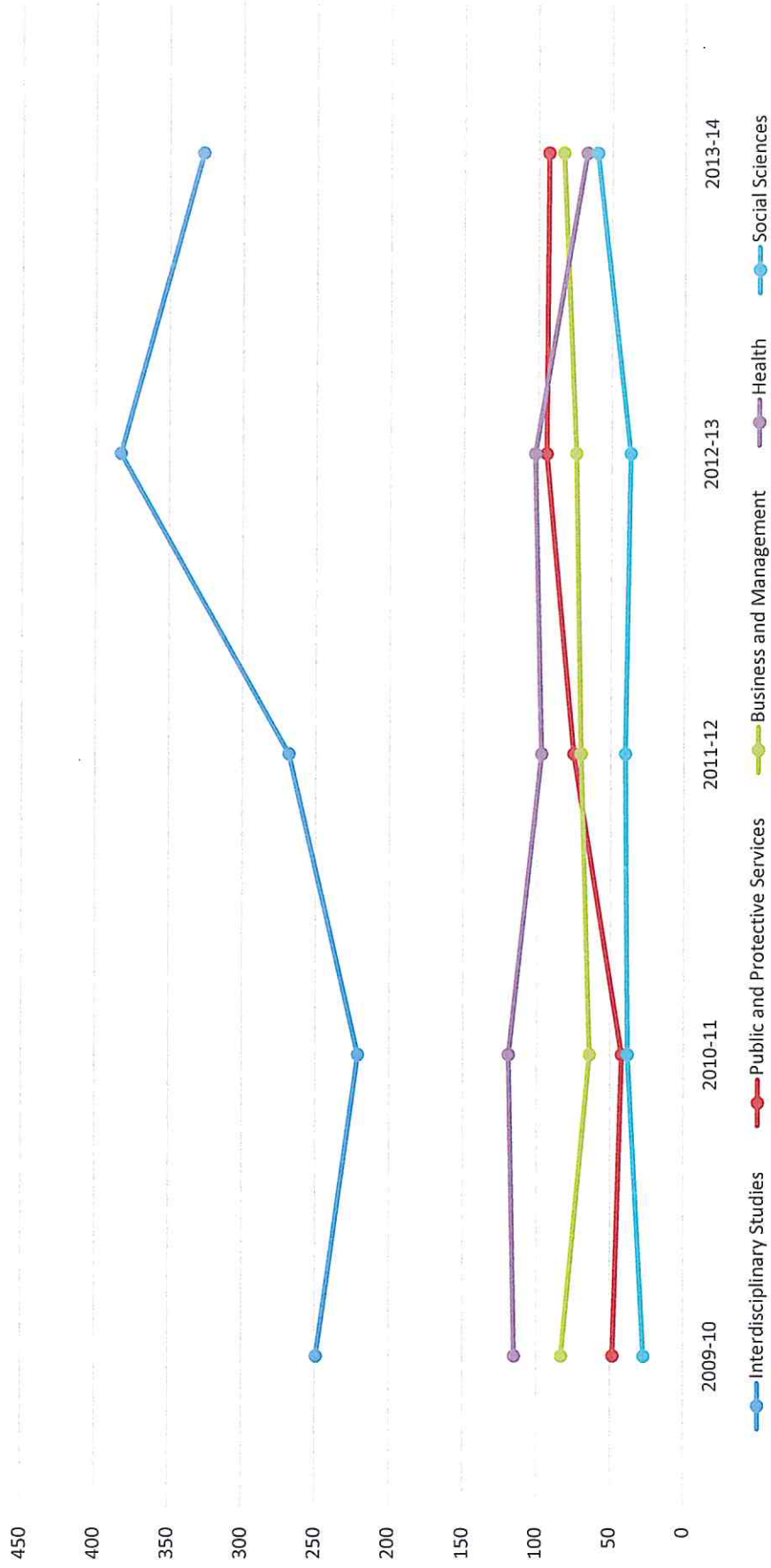
# Academic Programs and Job Projections

Daniel Martinez, PhD  
Director, Institutional Research  
January 16, 2015

## The Link Between Programs and Jobs

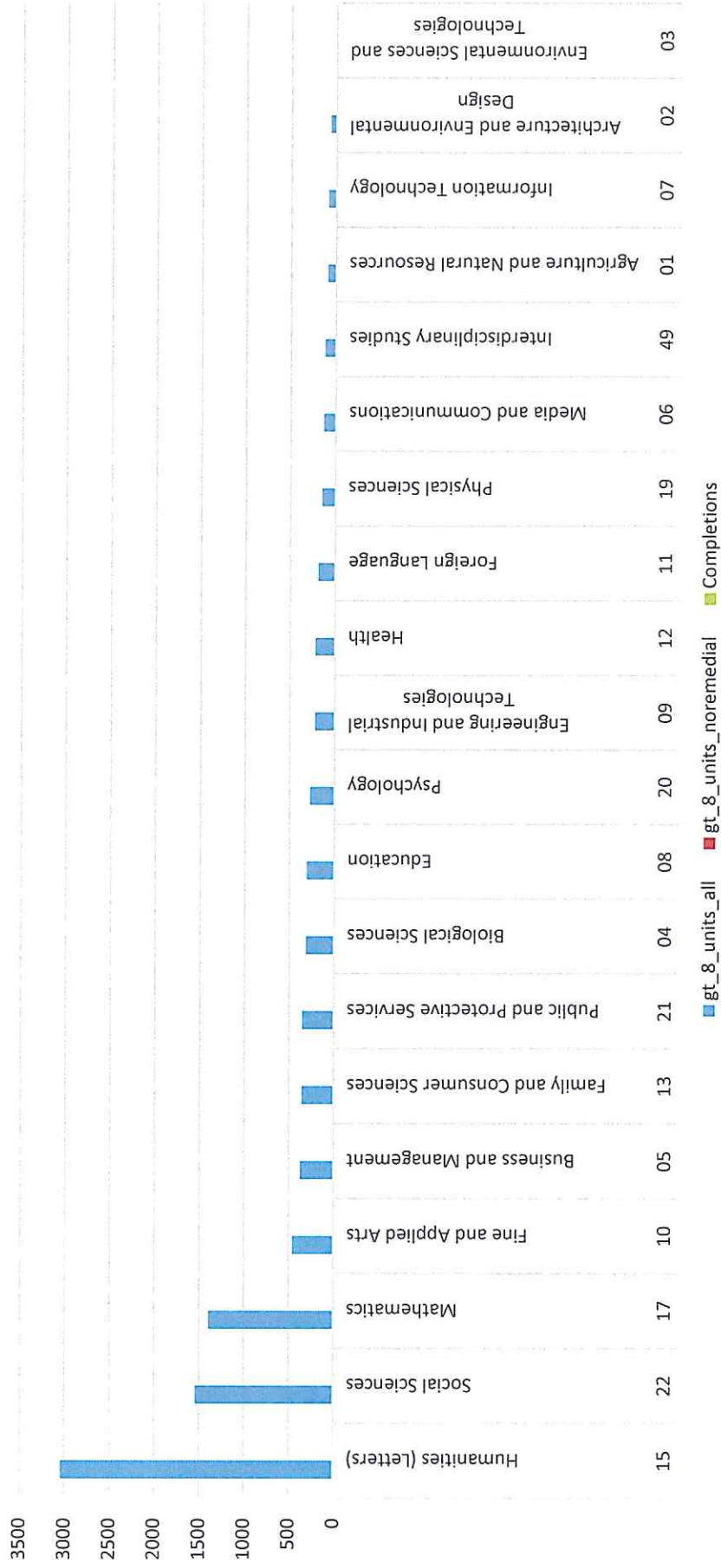
- COD Awards
- COD Courses by TOP Code
- Linking Programs to Occupations
- Labor Market Information (LMI) Tool

Top 5 Completions in 2013-14 by 2 Digit TOP Code



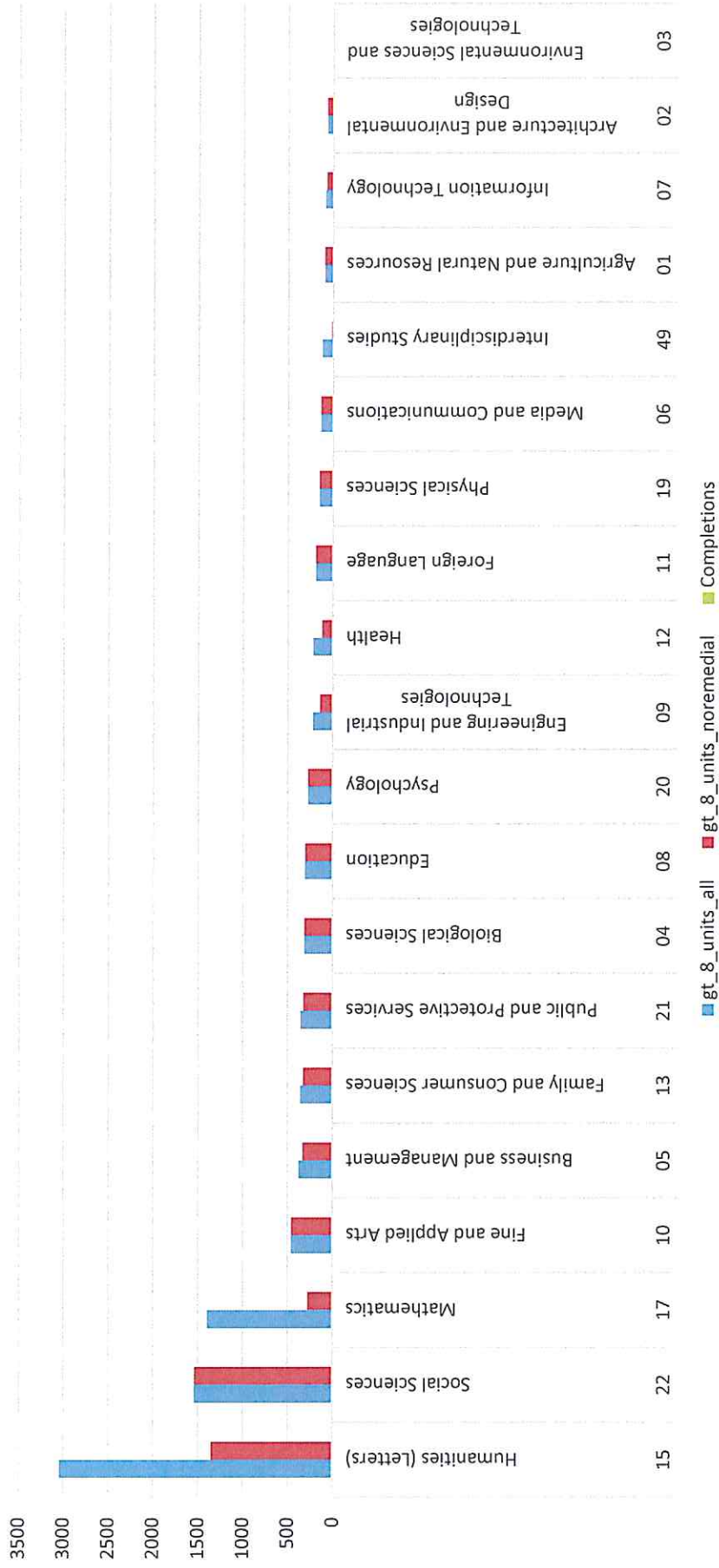
Source: MIS

## Units Completed within 5 years by 2 Digit TOP Code by Course COD Students, Fall 2013



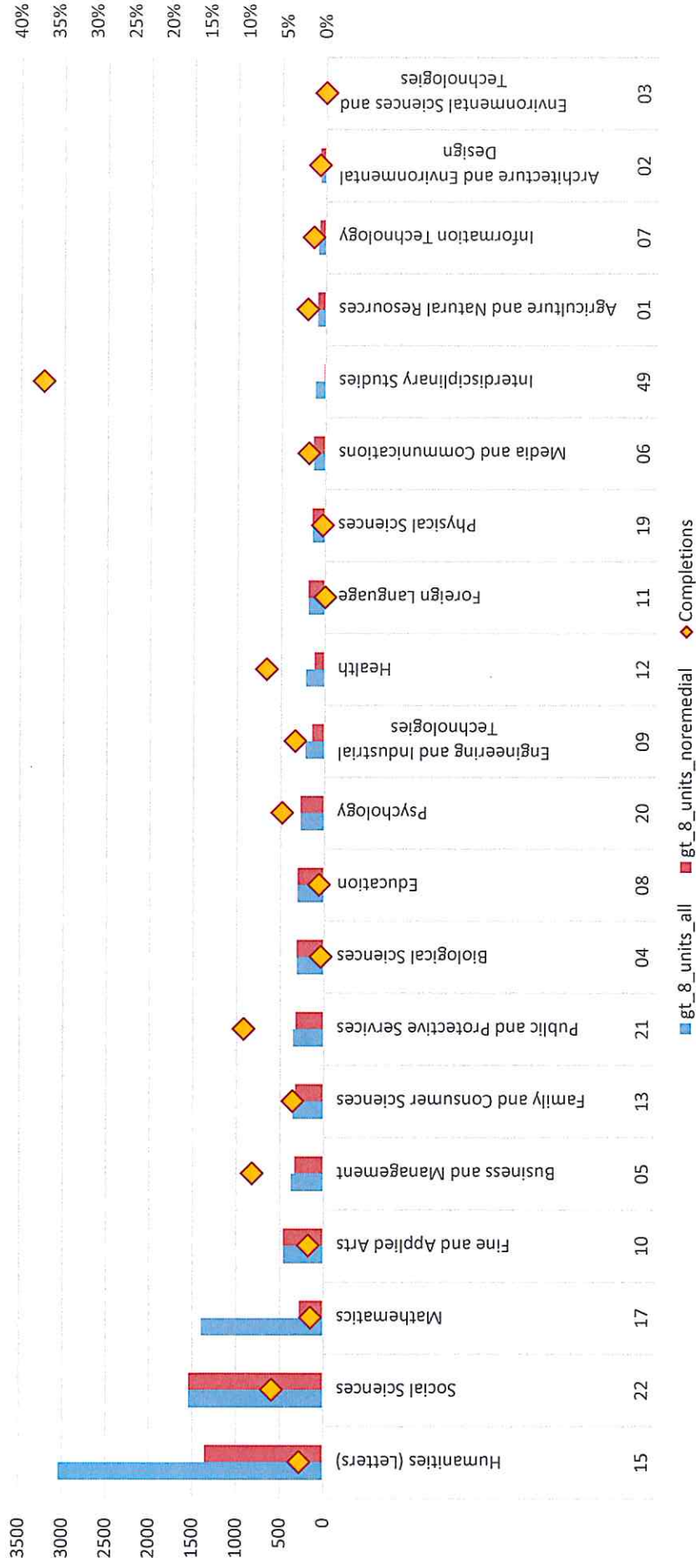
Source: MIS

## Units Completed within 5 years by 2 Digit TOP Code by Course, All and Xfer Courses COD Students, Fall 2013



Source: MIS

## Units Completed within 5 years by 2 Digit TOP Code by Course, All and Xfer Courses and Completions, 2013-14, COD Students, Fall 2013

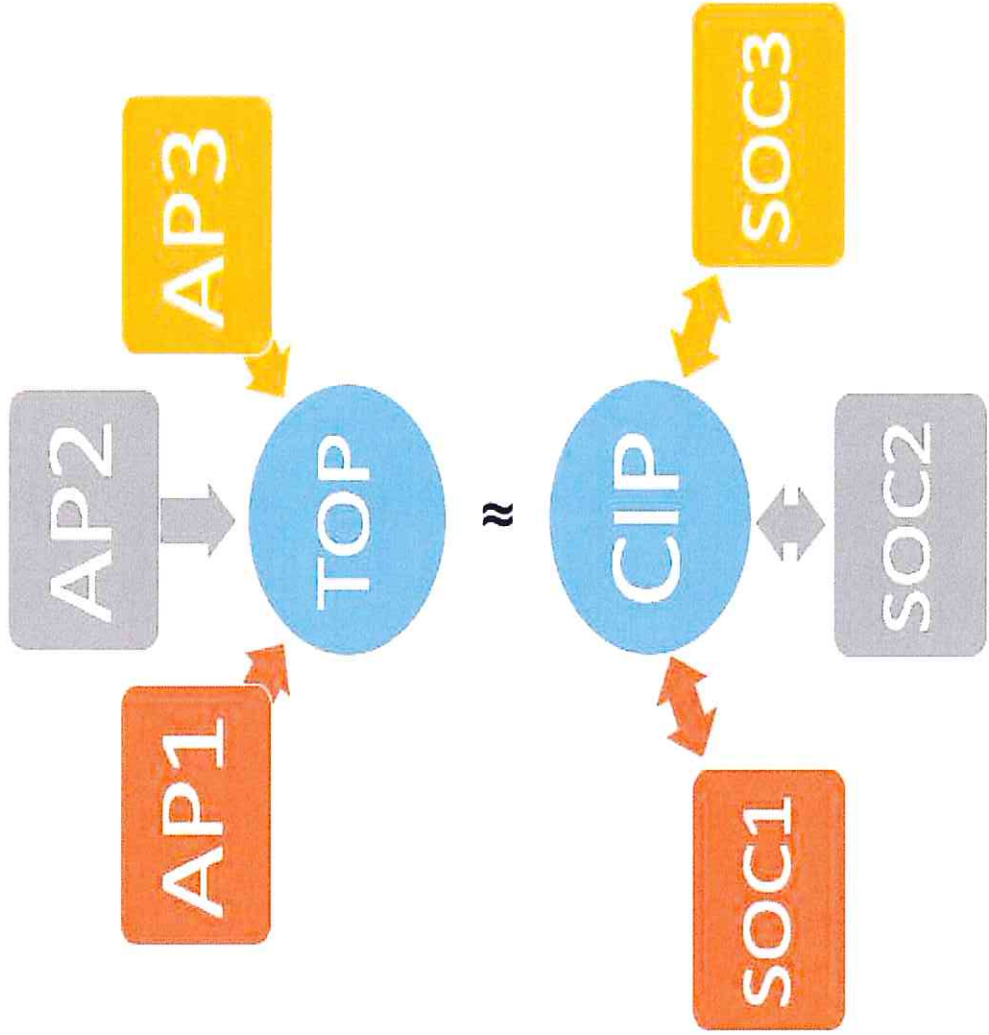


Source: MIS



## The Link Between Programs and Jobs

- COD Academic Programs
- TOP Code: Taxonomy of Program
- CIP Code: Classification of Instructional Programs
- SOC Code: Standard Occupational Classification



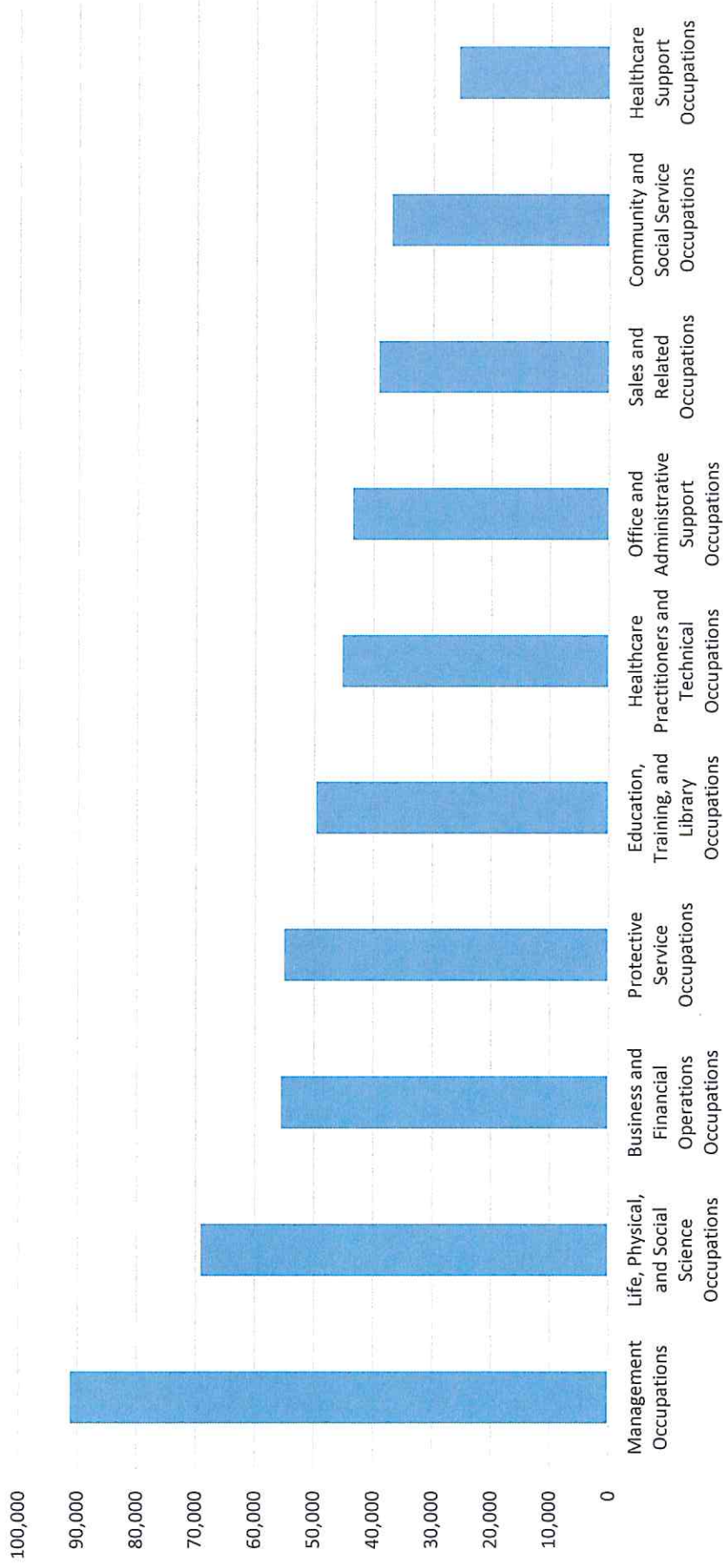
# Example of Relationships

<input type="checkbox"/> <b>Accounting</b>
<input type="checkbox"/> <b>Accounting A.S. Degree</b> Tax Preparers
<input type="checkbox"/> <b>Accounting Certificate</b> Bookkeeping, Accounting, and Auditing Clerks Brokerage Clerks Payroll and Timekeeping Clerks Statistical Assistants

# Example of Relationships

- [-] **Agriculture Business, Sales and Management A.S. Degree**
- [-] **Agriculture-Business A.S. Transfer to CSU**  
Farmers, Ranchers, and Other Agricultural Managers
- [-] **Horticulture**
- [-] **Arborist Technician Certificate of Achievement**  
Farmers, Ranchers, and Other Agricultural Managers
- [-] **Plant Science**
- [-] **Plant Science A.S. Degree**  
Agricultural Sciences Teachers, Postsecondary  
Farm and Home Management Advisors
- [-] **Plant Science A.S. Degree**  
Farmers, Ranchers, and Other Agricultural Managers  
First-Line Supervisors of Farming, Fishing, and Forestry Workers

2013 Yearly Earnings by Occupation for top 5 Programs  
 COD, 2013-14 Completions



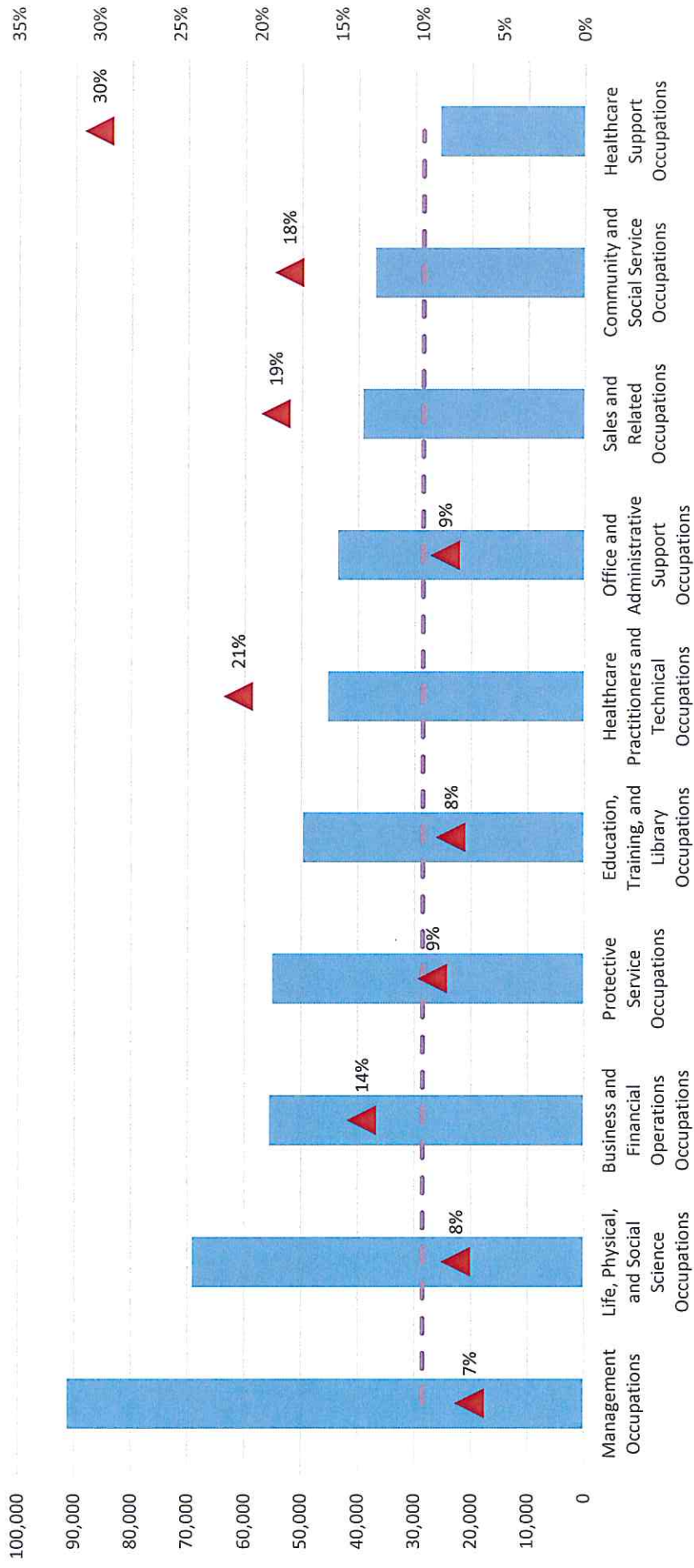
Source: MIS and EMSI

2013 Yearly Earnings and Job Growth (2013-2020) by Occupation for top 5 Programs  
 COD, 2013-14 Completions



Source: MIS and EMSI

2013 Yearly Earnings and Job Growth (2013-2020) by Occupation for top 5 Programs  
 COD, 2013-14 Completions



Source: MIS and EMSI

Yearly earnings and percent change (2013 to 2020) by 2 Digit SOC Code for Occupations linked to top 5 programs at COD



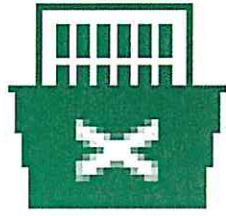
Source: MIS, EMSI and livingwage.MIT.edu



Yearly earnings and percent change (2013 to 2020) by 2 Digit SOC Code for Occupations linked to top 5 programs at COD



Source: MIS, EMSI and livingwage.MIT.edu



# LMI 2013-2020



For information about this presentation, please contact

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