



**COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVENUE  
PALM DESERT, CA 92260  
WEDNESDAY, NOVEMBER 18, 2015  
9:30 AM**

- I. CALL TO ORDER** - Chair Stefan called the meeting to order at 9:30 am and asked Trustee Sanchez-Fulton to lead the pledge of allegiance.

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

Trustee Broughton  
Trustee O’Neill  
Trustee Stefan  
Trustee Sanchez-Fulton  
Trustee Wilson  
Student Trustee Escobar (arrival 11:00 am)

Parliamentarian – Carlos Maldonado  
Recorder – Angela Walton

**II. BOARD MEETING AGENDA**

Confirmation of Agenda: Approve the agenda of the Regular Meeting of November 18, 2015 with any additions, corrections, or deletions.

Chair Stefan announced that there were two corrections in Human Resources Consent Item #1, Personnel Items, and the names of Valerie Calderon and Kendra Mason should be deleted from the list.

Chair Stefan also announced that this meeting will be adjourned with a moment of silence honoring the memory of David Erwin, COD legal counsel.

There were no more changes to the agenda. Trustee Broughton made the motion to approve the amended agenda, and Trustee O’Neill seconded. The motion passed unanimously.

**III. CLOSED SESSION (9:35 – 10: 45 am)**

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

#### **IV. OPEN SESSION – (11:00 am)**

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

#### **V. PUBLIC UPDATES**

President Kinnamon acknowledged Coach Steptoe, Gary Plunkett and Dean Leslie Young for the transition of the athletic department over the past few of years which is due in part to their leadership. Dr. Kinnamon reported the coaches are focused on academics as well as teaching COD athletes how to work together as a team.

Dr. Kinnamon reported that the College Planning Council has been working on faculty prioritization, looking at growth for the years of 2015-16 and 2016-17, and they will be having a faculty prioritization meeting on Friday, November 20. Dr. Kinnamon stated that it will be important to look at faculty needs for COD 20 and 30 years into the future.

Dr. Kinnamon reported that COD staff has been actively researching ways of addressing the bottlenecks students may still be experiencing when registering, and have been reviewing labor market data and other information to help make appropriate decisions.

President Kinnamon reported that the new course schedule is out, and highlighted the course offerings are listed at the other COD sites. The SunLine Bus Line is listed in the catalog as well.

Chair Stefan stated that they would be adjourning today's meeting in honor of David Erwin, served as legal counsel for over fifteen years, and read the following comments:

“Dave served as legal counsel for the college for almost 15 years. The Board of Trustees appreciated his expertise and knowledge during that time. Not only did he provide us his professional expertise, but he and his wife, Travis, often supported our Foundation events and our students. College of the Desert extends our sympathy to his family. He will be missed.”

The Board of Trustees observed a moment of silence for Mr. Erwin.

#### **VI. PUBLIC COMMENTS**

1. **Mary Lou Marrujo and Jeff Larson – COD Staff Members** – Ms. Marrujo submitted the following statement:

“One of the supposed joys of working in higher education is that all those affiliated with the institution place the benefit of the college and its students as their primary reason for working there. Sadly, in some cases at College of the Desert this is not true.

Tomorrow, several college employees will volunteer to take a day away from their usual duties to pitch in to help migrate the college catalog from its current print version to an electronic version. A number of CSEA bargaining unit members have signed up, as did several administrators and confidential employees.

Yesterday, the non-CSEA employees who had volunteered to serve our college and our students were informed they would be barred from participating. Somehow, with its misplaced priorities, CSEA leadership determined that the participation of administrators and confidentials would take work away from bargaining unit members during this one-time, one-day activity.

The union president, when asked, cited multiple irrelevant grudges as reasons for blocking the participation of non-CSEA employees from the activity.

At a time when College of the Desert is seeking to repair relationships and rebuild trust and collegiality throughout the campus community, it is disappointing that one employee group is actively working against these efforts at unity.

At a time when there's so much misery and division in our world, let's put aside our petty disagreements and rivalries and come together for the greater good - the best interests of our college and our students."

**VII. INTRODUCTION OF STAFF** – President Kinnamon introduced the following new employees to the Board of Trustees:

- Jeff Baker, Interim Vice President, Student Success
- TeDreanna Spears, Financial Aid Specialist
- Patricia “Kirstien” Renna, Accounting Specialist
- Robert (Bob) McKay, Information Technology Technician
- Michael Gayle, Information Technology Technician
- Kimberly Brooks, Adjunct Counselor
- Kayci Lydeen, Transfer & Career Center Specialist
- Olivia Reynolds, Admissions and Records Technician
- Rosemarie Acosta, A&R Technician (part-time)
- Olivia Reynolds, A&R Technician (part-time)
- Craig Scott, Admissions Specialist-SSSP
- Jill Probst, Administrative Assistant – Security and Emergency Preparedness

**VIII. APPROVE THE MINUTES OF:**

Minutes of the regular meetings of October 23, 2015:

**Corrections:** Trustee Sanchez-Fulton asked to have included in her October report a statement reflecting her thanking everyone for coming out to Mecca/Thermal for the Board meeting, and to move one of Trustee Broughton's reports to another section of the minutes.

There were no further corrections noted, and the minutes stand approved with these corrections.

## **IX. REPORTS**

- A. **ASCOD (Associated Students of College of the Desert)** – Jose Rodriguez, ASCOD Independent Senator, was present and provided a brief report.
- B. **College of the Desert Foundation** – Jim Hummer was present and provided a brief report.
- C. **Academic Senate** – Dr. Kelly Hall was present and provided a brief report.
- D. **CODFA (College of the Desert Faculty Association)** – Denise Diamond was present and provided a brief report.
- E. **CODAA (College of the Desert Adjunct Association)** – Cathy Levitt was present and provided a brief report.
- F. **CSEA (California School Employees Association)** – Lauro Jimenez was present and provided a brief report.

**G. STUDENT TRUSTEE ESCOBAR** – Student Trustee Escobar reported that she attended the Getting to Know You Foundation event, as well as participated in a demonstration from chemistry department at the event. She thanked chemistry instructors Joanna Ciurash and Christine Melton for their help with the event and demonstration. Student Trustee Escobar reported that she could not attend Green Council meeting yesterday, but did attend the early potluck dinner at the MESA Center on November 15. At their recent ASCOD meeting, Tony Aguilar, a staff assistant for Congressmen Ruiz, attended and announced that their office will be hosting an internship this spring, and interested parties may obtain information from the Student Life office. Student Trustee Escobar acknowledged the CalState student that passed away in the tragic events of this past Friday.

## **H. SUPERINTENDENT/PRESIDENT**

Dr. Kinnamon expressed his condolences of the passing of Mr. David Erwin. He also thanked the Foundation for the kickoff event this past Sunday and reported that it was filled with faculty and community members; it was a great display of what takes place at COD. President Kinnamon reported that he attended the Pride Parade, and thanked Lee Ann Weaver, Pam Hunter and staff for their work in coordinating this event. The Safer Schools Conference occurred and most of the local school districts were represented, COD was represented by security director Tim Nakamura. President Kinnamon stated that it is critical that we work together to face the challenges on all our campuses. Dr. Kinnamon attended the Veterans Day program on campus, and acknowledged the work of Donni Prince. Ms. Prince was recognized at that event for all the work she does for

the student veterans. President Kinnamon also announced that Dr. Courtney Doussett has recently obtained her doctorate.

**Lisa Howell – VP Administrative Services** – VP Howell provided reports on the following:

**Safety and Emergency Preparedness:** Director of Safety and Emergency Preparedness, Tim Nakamura will present the Annual Security Report during the study session which includes statistical data for 2014.

- The January 2013 Emergency Operation Plan is currently under review and will be revised by June 30, 2015
- A new campus alert system is being reviewed and implementation is expected to occur by June 30, 2015
- Testing of the emergency broadcast system is taking place monthly. This include all phones and loud speakers on campus
- Emergency notification distribution lists have been reviewed and updated
- A presentation on emergency preparedness will be included in the spring FLEX schedule
- Security officers continue to receive on-going training to ensure the safety of our students, faculty and staff

**Water Conservation Update:** The college continues to meet the state mandated 25% reduction for irrigation water and 36% reduction for domestic water. COD has not received or paid any penalties to date.

**CV Link:** Representatives from CVAG provided information on the proposed pathway for CV Link. VP Howell reported that they were pleased to see that College of the Desert is included as a major destination component. Further meetings are being scheduled with President Kinnamon and VP Howell to discuss impacts to the college. A board presentation of CV Link will be scheduled in the near future.

**Food Service Advisory Committee:** The Food Service Advisory Committee met on 11/12/15 and provided positive feedback for our new vendor Pacific Dining. VP Howell reported COD is looking forward to a long and financially successful relationship with our new vendor.

**Diane Wirth – Interim VP Human Resources** – VP Wirth reported that Human Resources is bringing closure to the projects that began late last semester, summer, and early fall. We have dozens of new employees in place and fully vested in the COD college community.

1. Staff will be welcoming three new Vice Presidents to our college: Two Vice Presidents for Instruction and one for Human Resources. This will have a major and positive impact on the college. The hiring processes are complex, time-consuming, and critical for the college.
2. Staff will continue hiring processes for all employees and they anticipate a busy Spring. A major focus for HR will be the planning and logistics to hire many faculty members for the different schools and programs.

3. They are beginning to schedule training sessions for the leadership group and are currently negotiating dates for this Spring.

**Jeff Baker – Interim VP Student Success** – Mr. Baker thanked the campus community for being welcoming and accommodating to him.

## **X. GOVERNING BOARD REPORTS**

**Trustee Broughton** – Trustee Broughton offered her condolences to Dave Erwin’s family and friends as well as work family. Mr. Erwin served as a mentor for many and will be missed. Trustee Broughton welcomed Jeff Baker to our college community, and thanked everyone who attended the meeting at the Mecca/Thermal campus. Trustee Broughton reminded all that there are many COD students who have unreliable cars that still make the drive from the Mecca/Thermal area to COD’s main campus in Palm Desert; Imperial Valley students from there have a 30-minute drive to Mecca, and their drive increases to an hour and 15 minute drive to Palm Desert. Growing those campuses will be a positive impact to serving our students. Trustee Broughton complimented the new class schedule, but expressed concern that the part-time students who were lacking only a few classes may still fall through the cracks, and she is hopeful that the research department can reach those students to assist them in getting the classes they need. Trustee Broughton thanked the Foundation for the Welcome Back, trustees, faculty, and students for participating. Trustee Broughton would like COD to consider reaching out to future students through the College is for You Outreach Program. Happy Thanksgiving.

## **XI. CLOSED SESSION:**

### **2. PERSONNEL**

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

(Government Code Section 54957)

- o Superintendent/President

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

- o Superintendent/President

### **3. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**

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

### **4. 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, 641 261 020 0, 687 199 001, 687 199 002, 687 212 009, 687 212 010, 687 212 011, 687 212 022, 687 212 023, 687 212 024, 687 212 027

Agency Negotiator or Designee: Dr. Joel Kinnamon

## **XII. OPEN SESSION**

**Closed Session report** – In closed session, a motion was made by Trustee Sanchez-Fulton, seconded by Trustee O’Neill to extend the Employment Agreement for the Superintendent/President, Joel L. Kinnamon, through November 18, 2019. The motion carried unanimously with 5 members voting in favor, 0 members voting against, 0 abstentions. Motion carried 5 to 0.

Chair Stefan read Board member comments from Dr. Kinnamon’s evaluation: “His leadership ensures the District’s fiscal integrity while upholding, implementing, and institutionalizing state and federal mandates. Fiscal management is mission-oriented, transparent and participatory. The Board wishes to encourage future outreach to pre-K through 12 providing leadership in the Cradle to Career Movement of the 21<sup>st</sup> Century throughout the entire Desert Community College District. The hiring process and timelines to fill open positions needs to be evaluated and updated to meet current hiring needs. HR (Human Resources) staffing shall be sufficient to address District needs.”

At this time, Dr. Kinnamon and the Board wished Happy Birthday to Angela Walton, Board Clerk, and called a five-minute recess.

Once back in open session, Chair Stefan reported that the Board will receive a report on Administrative Services Action Item 6, Resolution #111815, Authorizing the Issuance of the Desert Community College District (Riverside and Imperial Counties, Riverside) 2016 General Obligation Refunding Bonds, by Adam Bauer from Fieldman, Rolapp & Associates.

Chair Stefan requested (and Board agreed) to move Administrative Services Action Item 5, the 2014-2015 College of the Desert Foundation Audit Report, up in the agenda after Resolution #111815. After this report, the Study Session will commence, and then the Board will go back to Governing Board reports, Consent Agenda, and Action Agenda. After the action agenda, Chair Stefan reported the Board will go back into closed session.

## **XIII. RESOLUTION #111815-4 AUTHORIZING THE ISSUANCE OF THE DESERT COMMUNITY COLLEGE DISTRICT (RIVERSIDE AND IMPERIAL COUNTIES, RIVERSIDE) 2016 GENERAL OBLIGATION REFUNDING BONDS**

VP Lisa Howell introduced this item, and introduced Adam Bauer, who was recently promoted to President of Fieldman, Rolapp & Associates.

**Motion:** Motion by Trustee Broughton, seconded by Trustee O’Neill to approve Resolution #111815-4, authorizing the issuance of the Desert Community College District (Riverside and Imperial Counties, Riverside) 2016 General Obligation Refunding Bonds.

**Discussion** – Mr. Bauer reported that the proposal looks similar to the successful COD bond refunding that occurred earlier in the year. Mr. Bauer explained that this refunding could allow the taxpayers a savings of approximately \$35 million dollars. With the potential of interest rates

rising in the near future, VP Howell and Mr. Bauer recommended presenting this option to the Board of Trustees for their consideration so the bonds could be placed on the market in January 2016. Mr. Bauer reported there is a meeting scheduled with the ratings analyst in early December.

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

Student Trustee Escobar - yes  
Trustee Broughton - yes  
Trustee O'Neill - yes  
Trustee Wilson - yes  
Trustee Sanchez-Fulton - yes  
Trustee Stefan - yes

The motion carried unanimously.

#### **XIV. 2014-2015 COLLEGE OF THE DESERT FOUNDATION AUDIT REPORT**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Wilson to approve the 2014-2015 College of the Desert Foundation Audit Report.

**Discussion** – Jim Hummer, introduced Wayne Carlson of Brabo & Carlson, and reported the audit has been reviewed and approved by the Foundation Finance and Investment Committee, as well as the full Foundation Board. Mr. Carlson reported that the audit was completed for the period ending June 30, 2015. He provided a few highlights, total assets were \$30.2 million at the end of 2014, and \$29.5 million in 2015. Total revenues for 2014 were \$8.1 million, in 2015 \$2.4 million, and this is attributable in part to the 2014 30/30 Campaign that raised \$3.7 million dollars. In 2014 the Foundation had unrealized gains of \$1.9 million dollars in investment incomes. Under program services, the Foundation spent \$650,000 more on college support and scholarships.

Trustee Broughton commented that she appreciated the clarity of the report, and stated that the auditors found that most of the recommendations from prior years have been implemented. She stated that there were some coding errors in contributions, and asked if this was an issue that had been resolved. Mr. Carlson reported that he believed that some processes have been strengthened and issues corrected. Trustee Broughton inquired if a cut-off date had been established for the reconciliation of books. Mr. Carlson reported that the books may not have been closed and had to be adjusted later, which may have contributed to the problem.

**Vote:**

**Vote:**

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

**No:** None

**Absent:** None

**Abstain:** None



The motion carried unanimously.

**XV. STUDY SESSION**

- **Annual Safety Report (Clery Report)** – Tim Nakamura, Interim Director, Public Safety Academy, Director, Public Safety & Emergency Preparedness
  - Tim Nakamura, Security Officer Kyle Gerardi and Administrative Assistant Jill Probst presented the annual Security Report 2015 and provided background with. Mr. Nakamura provided background on the Clery Act and requirements of the Annual Security Report: “Any higher education institution that participates in federal funding must participate in annual reporting by compiling campus crime statistics.”
  - The main COD campus saw an increase in robbery, aggravate assault, stalking incidents, and destruction of property while reporting a decrease in forcible sex offenses, liquor law violations for arrest and drug violations for discipline, as well as property theft. East Valley Campus – Indio saw an increase in thefts of property and a decrease in violent crimes, while the Mecca/Thermal site had no Clery crimes reported.
  
- **Student Success Scorecard Presentation** – Dr. Daniel Martinez, Director of Institutional Research, and Dr. Kelly Hall, Academic Senate President
  - Dr. Martinez and Dr. Hall reported that she serves on the state advisory committee representing the State Academic Senate. The overview of the presentation:
    - Accountability Reporting for Community Colleges (ARCC) - Student Success Scorecard
      - Background and change from ARCC to Scorecard
    - Scorecard Metrics
      - 5 year trends for College of the Desert and Statewide
    - Summary of Scorecard for COD
    - Utilization of Scorecard Information
      - Strategic Planning and Improvement
      - Student Equity
      - Enrollment Management
      - Program Review
      - IEPI Goals

Dr. Martinez and Dr. Hall discussed COD’s unique service area in comparison to other schools, as well as income levels of students, completion rates, persistence rates, counselor-student ratio and how the 30-unit completion rate is a measure of success for students. The members also discussed the remedial progress rate, the remedial English as Second Language (ESL) progress rate, and the career technical completion rate; Dr. Hall provided information on the predictors for

comparison groups and introduced the trustees to new metrics that are being utilized to define success called skills builders, which are students who do not earn a certificate or degree and do not transfer to another school. These students realize significant earnings gains after taking a few classes, yet the current score card does not capture this metric. They hope to find that this new metric has been included in January 2016.

Dr. Nery reported that she will research if dual enrollment students are included in scorecard and report back. Trustee Sanchez-Fulton commented that she would like a study session on counselors at a future meeting.

Dr. Hall reported that CTE (Career and Technical Education) majors are seeing a significant increase in their earnings, reporting that CTE Skills Builder Students at COD had a 14.5% increase in compensation, which clearly indicates student success. Dr. Hall also reported that recommendations from the recent Strong Workforce Task Force has been adopted by the Board of Governors.

### **GOVERNING BOARD REPORTS (Cont'd)**

**Trustee O'Neill** – Trustee O'Neill thanked the Foundation and everyone who participated in the Foundation's Welcome Back Event on Sunday, and complimented the student speaker at the event. Foundation staff should be championed for the work they did for that event. Trustee O'Neill commented that he did not see the event being videotaped and expressed concern that COD is not videotaping more campus and Foundation events, and would like this to be improved. The Health and Welfare Committee is looking for better ways to present benefits information to the college community in a more understandable way, and they are making a lot of progress. Trustee O'Neill attended the Pride Parade, thanked Lee Ann Weaver and Pam Hunter for their efforts in this event.

Trustee O'Neill commented on the Board of Governors, reporting that they are making great strides, especially in the area of accreditation, is impressed by their decision to change direction and would encourage COD to begin to look at bachelor degree options when they become available, and to be forward-thinking in this regard. Trustee O'Neill also commented on the Workforce Task Force, stating that he is excited to see the new recommendations that are coming forth, and hopes the recommendations of the task force helps in finding funding programs.

Trustee O'Neill offered condolences to Dave Erwin's family, and welcomed Jeff Baker and the new hires to the COD family. Trustee O'Neill urged all that after the tragic events of last weeks, and to be thankful for what we do as an organization to move our country forward.

**Trustee Wilson** – Trustee Wilson offered her deepest condolences to Dave Erwin's family.

On October 29, Trustee Wilson attended the Coachella Valley Economic Partnership Annual meeting with Donna Jean Darby, and the event was attended by local officials. Dr. Kinnamon did an excellent presentation on student success and COD's partnerships in the community. She also attended the October 30 Dia de los Muertos event on campus. On November 7 attended the Dia de los Muertos dinner at the Coachella Valley History Museum in Indio, and was able to speak with locals about the Indio campus. On November 10 attended the Veterans Day Flag Day ceremony on campus, and thanked Donni Prince for her continued work. On November 11 she attended the Veterans Day celebration at Civic Center Park where she was formally acknowledged by Mayor Webber. On November 11, she attended the Hidden Harvest Luncheon at Palm Valley Country Club. Over the past weekend the Friends of COD Library held their book sale at Cravens, and reported that they raised \$6,500 dollars that will go to the library. Trustee Wilson reported that she received letter from Susan Francis of the Ophelia Project, thanking COD for their assistance and space for their recent training. Trustee Wilson offered congratulations to Jeffery Baum for his reelection to the office of President of the California Community Colleges Board of Governors. Mr. Baum is director of communications and public affairs of the Annenburg Trust as well.

Trustee Wilson reported that the Board of Governors approved the 25 recommendations put forth by the Strong Workforce Task Force, and is proud of COD for hosting a town hall. The outcomes of that meeting were used in preparations of the task force recommendations, and Trustee Wilson requested a study session on the recommendations at a future meeting.

**Trustee Sanchez-Fulton** – Trustee Sanchez-Fulton offered her condolences to Dave Erwin's family. Trustee Sanchez-Fulton stated that she is honored have been recently appointed to the Association of Community College Trustees' Governance and Bylaws committee.

Trustee Sanchez-Fulton reported on the events she has attended recently:

- On October 22 attended the College Readiness Workshop for Coachella Valley families and students at the Riverside County Family Resource Center in Desert Hot Springs. She thanked the Desert Hot Springs High School counselors, Desert Hot Springs Family Resource Center, as well as counselors at Painted Hills Middle School and Desert Springs Middle School.
- October 24 attended the Coffee Community meet and greet with Desert Sun staff.
- October 29<sup>th</sup> attended the COD 1st annual Community Wellness/Health Fair at the Indio Campus, where local county agencies, non-profits and local businesses had informational booths. Trustee Sanchez-Fulton reported that COD students benefited greatly from this collaboration, and thanked Jessica Enders, Director of Education Centers, and the Indio campus staff and security officer Bobbie Weigel their work in this event. Many COD professors led classes during the health fair and Assemblyman

Eduardo Garcia attended the fair, and thanked the businesses and agencies that participated.

- October 30th attended the CVEP Conference which Trustee Aurora Wilson also attended. Trustee Sanchez-Fulton commented that she was proud of President Kinnamon's remarks at the conference regarding the economic impact and vital role education has. There were several COD faculty members and Foundation members in attendance as well.
- October 30th participated in the annual Dia de los Muertos event, and gave brief remarks to the public, and thanked all involved in the event.
- On November 4th participated in and gave brief remarks at Desert Springs High School annual Family Resource Fair at the local Boys & Girls Club. She thanked the COD staff representatives that were present.
- On November 5th participated in the Indio Rotary Bowling Dollars for Scholars event.
- On November 7<sup>th</sup> attended Dia de los Muertos Coachella Valley History Museum event, where COD art students from had art plant pieces to sell. Trustee Sanchez-Fulton stated that she became a member of the museum
- On November 10<sup>th</sup> attended a Palm Desert Chamber of Commerce event where COD Network Services Director Glenn King was the keynote speaker.
- On November 12th attended the Desert Valley Business Association Legislative update for Coachella Valley with Senator Jeff Stone also in attendance. Trustee Sanchez-Fulton thanked Senator Stone for his service.
- Trustee Sanchez-Fulton reported that she participated in several Coachella-wide events celebrating Veterans Day, including the Desert Hot Springs Veterans Day, the Chiracco Summit, the General Patton Museum Veterans Day Celebration where the 3 chaplains were honored, as well as walking behind COD's student veterans in the Palm Springs Veterans Day parade. Trustee Sanchez-Fulton thanked Donni Prince and the COD Veterans Services Department staff and students for volunteering for the annual patriot ride for heroes.
- Trustee Sanchez-Fulton congratulated COD faculty member Dr. Anthony Fesmire for a successful jazz show at the Pollack Theatre on November 13.
- On November 13<sup>th</sup> she attended the Cathedral City's first Taste of Jalisco, an evening with Dan Guerrero. Mr. Guerrero's father was Lalo Guerrero, an iconic Mexican-American. President Kinnamon was also in attendance at this event.
- On November 14<sup>th</sup> as a Rotarian she volunteered at the Indio BBQ Festival. \$2,300 was raised, and 927 cars were parked as part of the fundraiser.
- On November 15th attended the Foundation's Welcome Back reception where COD showcased their programs. She thanked Jim Hummer and Foundation staff for that event.

- On November 16 she attended the Desert Hot Springs Women’s Club Scholarship Dinner where they raised scholarship funds for local Desert Hot Springs youth.

Trustee Sanchez-Fulton requested to all to honor the memories of Gloria Greer and David Erwin. She wished all a Happy Thanksgiving.

**Trustee Stefan** – Trustee Stefan welcomed Jeff Baker, and offered condolences and comments on Dave Erwin. Trustee Stefan reported she attended the Getting to Know You Foundation event, the Pride Parade and the Veterans Parade, and enjoyed participating in both parades. She wished a Happy Thanksgiving to everyone.

**XVI. 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. Annual Organizational Meeting

**B. HUMAN RESOURCES**

1. Personnel Items
2. 2016-2017 Holiday Schedule
3. Approval of 2016-2017 College of the Desert Academic Calendar
4. Initial Proposal DCCD & CSEA – Second Reading
5. MOU’s Between DCCD & CSEA
6. MOU Between DCCD & CTA

**C. ADMINISTRATIVE SERVICES**

- ~~1. Purchase Orders and Contracts for Supplies, Services and Construction~~ *Pulled for discussion*
2. Warrants
- ~~3. Approval of Contracts/Agreements and Amendments~~ *Pulled for discussion*
4. Payroll
5. Gifts/Donations to the District
6. Out-of-State Travel
7. Notice of Completion – Measure B Bond Project
8. Amendment to a Contract – Measure B Bond Project
9. Budget Transfers

**D. STUDENT SUCCESS & STUDENT LEARNING**

1. 2015-2016 Catalog Addendum 2
2. Courses and Programs Approved by Curriculum Committee

**Pulled Items:** Trustee O'Neill pulled Item C1, Purchase Orders and Contracts for Supplies, Services and Construction and Trustee Broughton pulled Item C3, Approval of Contracts/Agreements and Amendments. Chair Stefan reminded all that the names of Valerie Calderone and Kendra Mason were removed from Human Resources Consent Item 1.

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

**Discussion:** None

**Vote:**

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

**No:** None

**Absent:** None

**Abstain:** None

The motion carried unanimously.

## **XVII. ACTION AGENDA**

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

**Pulled Item:** Purchase Orders and Contracts for Supplies, Services and Construction

**Motion:** Motion by Trustee O'Neill, and seconded by Trustee Broughton to approve the Purchase Orders and Contracts for Supplies, Services and Construction.

**Discussion -** Trustee O'Neill requested information from staff regarding relocation expenses, and subsequently received explanations prior to the Board meeting. Trustee O'Neill commented that he is concerned that there is implementation of a process without a policy in place to support it, and would like a policy developed by staff that details relocation parameters, and asked that it is brought back to the Board for review, input, and approval. This will be an important aspect to have in place when we are recruiting, and Trustee Broughton and Trustee Wilson agreed that it cannot be haphazard process; it needs to be defined and have parameters established.

**Vote:**

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

**No:** None

**Absent:** None

**Abstain:** None

The motion carried unanimously.

**Pulled Item:** Approval of Contracts/Agreements and Amendments

**Motion:** Motion by Trustee Broughton, seconded by Trustee O’Neill to approve Contracts/Agreements and Amendments.

**Discussion:** Trustee Broughton reported that she requested additional information on the expenditures, and commented that she is happy to see expanded opportunities for work study. Trustee Broughton asked for clarity on the Riverside Community College District and the SB 1070 grant. She was pleased to see it is a CTE program, that it is a regional agreement that will build pathways, give information and support for women who train for jobs that are not traditionally considered women’s pathways. The more pathways that made available, the more collaborations with public schools and professional development will be made available, which in turn will lead to students will having more opportunities.

Trustee Broughton also questioned the IRS Form 1098, and was informed that it is information that is provided to students for their personal tax files. With regard to the revenue agreement regarding preschool enrollment, Trustee Broughton was informed that COD accidently submitted a higher number than COD had room for, and subsequently returned the funds.

**Vote:**

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

The motion carried unanimously.

**A. ADMINISTRATIVE SERVICES**

**1. Budget Revisions**

**Motion:** Motion by Trustee Sanchez-Fulton, seconded by Trustee O’Neill to approve the Budget Revisions as presented.

**Discussion** – VP Howell stated that these were the normal adjustments to income that are required to be reported to the Board of Trustees.

**Vote:**

**Vote:**  
**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Student Trustee Escobar  
**No:** None

**Absent:** None  
**Abstain:** None

**2. Resolution #111815-1 Establishing a Special Revenue Fund (Fund 39)**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Wilson to approve Resolution #111815-1 Establishing a Special Revenue Fund (Fund 39) as presented.

**Discussion** – VP Howell commented that this is a special revenue fund; they have been working collaboratively with Dr. Hall on the Solutions Kiosk which makes students responsible for managing this fund. VP Howell thanked Dr. Hall for her work in this area.

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

Student Trustee Escobar - yes  
Trustee Broughton - yes  
Trustee O’Neill - yes  
Trustee Wilson - yes  
Trustee Sanchez-Fulton - yes  
Trustee Stefan - yes

The motion carried unanimously.

**3. Resolution #111815-2 Establish Checking Account for the Operation of the Solutions Kiosk**

**Motion:** Motion by Trustee O’Neill, seconded by Trustee Wilson to approve Resolution #111815-2 Establish Checking Account for the Operation of the Solutions Kiosk as presented.

**Discussion** – Trustee Broughton commented that this may be the first opportunity for a student to have and operate a checking account which will be good practice for the student.

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

Student Trustee Escobar - yes  
Trustee Broughton - yes  
Trustee O’Neill - yes  
Trustee Wilson - yes  
Trustee Sanchez-Fulton - yes  
Trustee Stefan - yes

The motion carried unanimously.

**4. Resolution #111815-3 Terminate California Community College League Other Post-employment Benefits (OPEB) Trust JPA Agreement**



**Motion:** Motion by Trustee O’Neill, seconded by Trustee Wilson to approve Resolution #111815-3 Terminate California Community College League Other Poster-Employment Benefits (OPEB) Trust JPA Agreement as presented.

**Discussion** – VP Howell reported that this is an organization we have been a member for a number of years, and was the first group COD explored for the irrevocable trust. COD eventually used a different group, and terminating the agreement with this organization will save COD \$3,000 annually.

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

Student Trustee Escobar - yes  
Trustee Broughton - yes  
Trustee O’Neill - yes  
Trustee Wilson - yes  
Trustee Sanchez-Fulton - yes  
Trustee Stefan - yes

The motion carried unanimously.

## **XVIII. FUTURE AGENDA ITEMS**

1. Trustee Broughton requested a presentation on AB86 when it is an appropriate time for one, as well as PACE, non-credit programs, grants that COD has and an accreditation update.
2. Trustee O’Neill commented that he would also like to hear about AB86 as well as PACE, and would like to receive information on how students involved in PACE transition from PACE to non-credit, then eventually to credit programs.
3. Trustee Wilson requested information on the One Stop Career Center. She is also requesting a realignment update, an update on the Strong Workforce Task Force, the block grant and the Desert Consortium. Trustee Wilson is also requesting information on the State of the College event in January.
4. Trustee Sanchez requested information and update on charging stations for students, faculty and staff on campus. She also excited about the West Valley class schedule for Desert Hot Springs, and she has distributed information on the English as a Second Language classes for DHS, and requested an update on these classes and outreach efforts.
5. Chair Stefan announced that COD has signed up for webinar training through CCLC, and hopes to look for trainings to do together. There is a CCLC conference in January 2016, and please let the Board know in December if plan to attend.

## **XIX. CLOSED SESSION (CONT’D)**

## **XX. OPEN SESSION**

**Closed Session Report:** Chair Stefan reported that no reportable action was taken in closed session.

**XXI. ADJOURN** – 4:30 pm

There were no objections to adjourning the meeting. The Board of Trustees meeting adjourned at 4:30 pm, and was adjourned in memory David Erwin.

  
By: Becky Broughton, Clerk

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

**REQUEST TO ADDRESS THE BOARD OF TRUSTEES**

BOARD MEETING DATE: 11-18-15

NAME: MARY LOU MARRUJO  
*(Please print legibly)*

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

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

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

TITLE \_\_\_\_\_

One of the supposed joys of working in higher education is that all those affiliated with the institution place the benefit of the college and its students as their primary reason for working there. Sadly, in some cases at College of the Desert this is not true.

Tomorrow, several college employees will volunteer to take a day away from their usual duties to pitch in to help migrate the college catalog from its current print version to an electronic version. A number of CSEA bargaining unit members have signed up, as did several administrators and confidential employees.

Yesterday, the non-CSEA employees who had volunteered to serve our college and our students were informed they would be barred from participating. Somehow, with its misplaced priorities, CSEA leadership determined that the participation of administrators and confidentials would take work away from bargaining unit members during this one-time, one-day activity.

The union president, when asked, cited multiple irrelevant grudges as reasons for blocking the participation of non-CSEA employees from the activity.

At a time when College of the Desert is seeking to repair relationships and rebuild trust and collegiality throughout the campus community, it is disappointing that one employee group is actively working against these efforts at unity.

At a time when there's so much misery and division in our world, let's put aside our petty disagreements and rivalries and come together for the greater good – the best interests of our college and our students.

### **Preparing for Spring 2016**

As we near the end of the semester with only 21 days left, Human Resources is bringing closure to the projects that began late last semester, summer, and early fall. We have dozens of new employees in place and fully vested in our college community.

### **Ahead on the Horizon**

1. We will be welcoming three new Vice Presidents to our college: Two Vice Presidents for Instruction and one for Human Resources. This will have a major and positive impact on the college. The hiring processes are complex, time-consuming, and critical for our college. Human Resources becomes the face of COD as we advertise and work with the hundreds of applicants that express an interest in our district. Our goal is to make each applicant feel welcomed and understand the opportunities available for them at COD and in the greater community.
2. We will continue hiring processes for all employees and anticipate a busy Spring. A major focus for HR will be the planning and logistics to hire many faculty members for the different schools and programs.
3. We are beginning to schedule training sessions for our leadership group and are currently negotiating dates for this Spring.

We anticipate a very busy and active Spring. A time of great change is coming this Spring for COD.

Topic: Safety and Emergency Preparedness

Our Director of Safety and Emergency Preparedness, Tim Nakamura will present our Annual Security Report later today which includes statistical data for 2014. In addition we thought it was appropriate to provide additional information on security and safety measures that are occurring at this time.

- o The January 2013 Emergency Operation Plan is currently under review and will be revised by June 30, 2015
- o A new campus alert system is being reviewed and implementation is expected to occur by June 30, 2015
- Testing of the emergency broadcast system is taking place monthly. This include all phones and loud speakers on campus
- Emergency notification distribution lists have been reviewed and updated
- A presentation on emergency preparedness will be included in the spring FLEX schedule
- Security officers continue to receive on-going training to ensure the safety of our students, faculty and staff

Topic: Water Conservation Update

The college continues to meet the state mandated 25% reduction for irrigation water and 36% reduction for domestic water. We have not received or paid any penalties to date.

Topic: CV Link

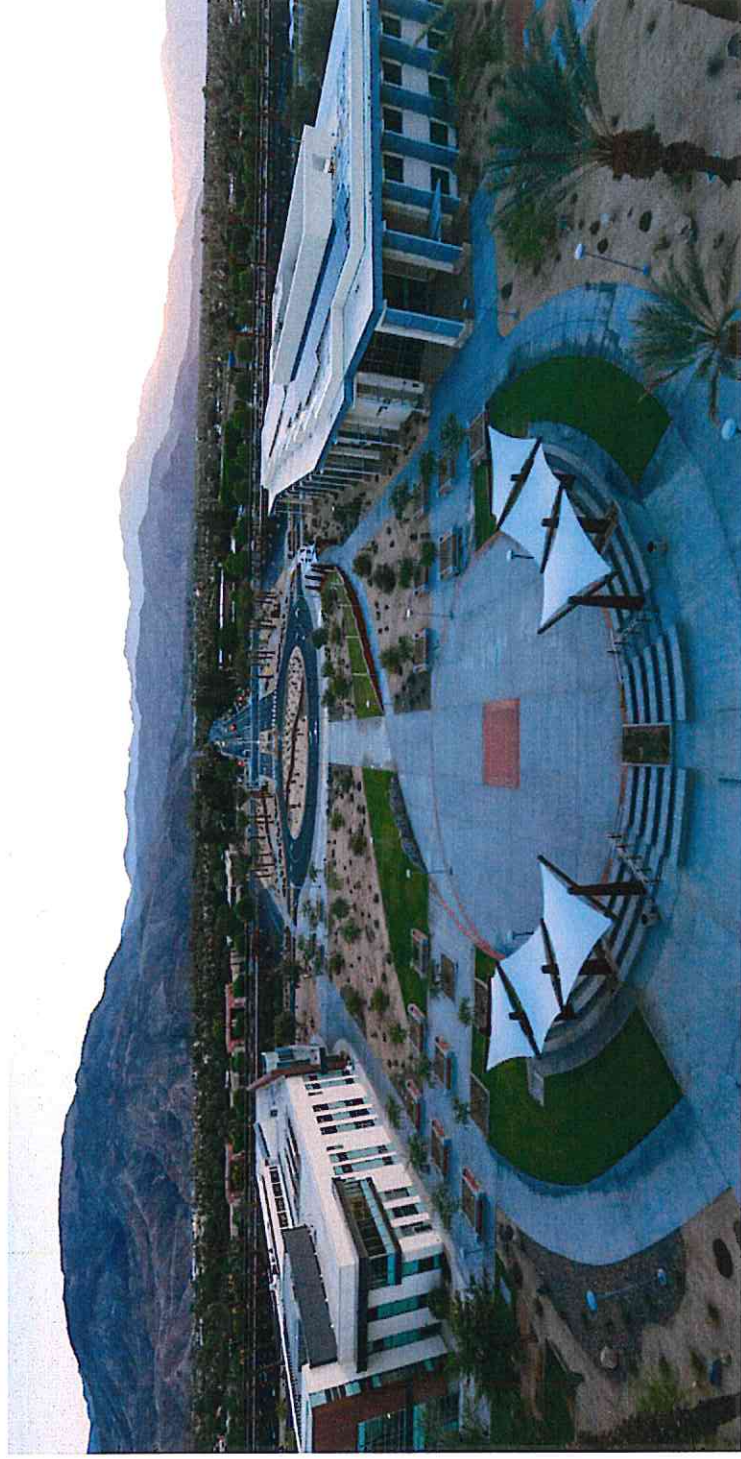
Representatives from CVAG provided information on the proposed pathway for CV Link. We were pleased to see that College of the Desert is included as a major destination component. Further meetings are being scheduled with President Kinnamon and VP Howell to discuss impacts to the college. A board presentation of CV Link will be scheduled in the near future.

Topic: Food Service Advisory Committee

I am pleased to report the Food Service Advisory Committee met on November 12<sup>th</sup> and provided positive feedback for our new vendor Pacific Dining. Hooray! We are looking forward to a long and financially successful relationship with our new vendor.

# Annual Security Report 2015

Board of Trustees  
November 18, 2015



Public Safety & Emergency Preparedness  
43500 Monterey Avenue  
Palm Desert, CA 92260

Tim T. Nakamura  
Director



# Annual Security Report 2015

- What is the Annual Security Report?
  - Known as the CLERY Act 1990
  - Named after Jeanne Clery
    - Murdered in 1986
    - Freshmen at Lehigh University



# Annual Security Report 2015

- Any higher education institution that participates in federal funding must participate in annual reporting by compiling campus crime statistics.
  - On Campus crimes include any property that the higher education institution owns, rents or holds classes on.
- Crimes to report include:
  - Murder, Rape, Arson, Aggravated Assault, Weapons, Drugs and Liquor Law Violations.
  - Hate Crimes associated with Violet Crimes
  - Crimes committed specifically in Residential Halls
- Annual Security Report must include what steps that institute of higher education offers to alleged victims and perpetrators, timely warnings and resources provided. This includes a Crime Log of incidents reported on campus.

# Annual Security Report 2015

## Crime Statistic for 2014 – Main Campus

College of the Desert CLERY ACT - Cal Ed Code 67380		2014 MAIN CAMPUS				2013 MAIN CAMPUS			
NUMBER	TYPE OF CRIME	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	RESIDENTIAL FACILITIES	ON CAMPUS	NON-CAMPUS	PUBLIC PROPERTY	RESIDENTIAL FACILITIES
1	Murder	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
2	Non-Negligent Manslaughter	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
3	Negligent Manslaughter	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
4	Forcible Sex Offense	0	0	0	N/A FOR COD	1	0	0	N/A FOR COD
5	Non-Forcible Sex Offense	2	0	0	N/A FOR COD	2	0	0	N/A FOR COD
6	Robbery	1	1	0	N/A FOR COD	0	0	0	N/A FOR COD
7	Aggravated Assault	1**	0	0	N/A FOR COD	0	0	0	N/A FOR COD
8	Burglary	6	0	0	N/A FOR COD	6	0	0	N/A FOR COD
9	Motor Vehicle Theft	0	0	0	N/A FOR COD	4	0	0	N/A FOR COD
10	Arson	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
11	Liquor Law Violation For Discipline	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
12	Liquor Law Violation For Arrest	2	6	0	N/A FOR COD	3	0	0	N/A FOR COD
13	Drug Violation For Discipline	0	0	0	N/A FOR COD	3	0	0	N/A FOR COD
14	Drug Violation For Arrest	0	0	0	N/A FOR COD	0	0	1	N/A FOR COD
15	Weapons Law Violation	0	0	0	N/A FOR COD	1*	0	0	N/A FOR COD
16	Hate Crime Involving Bodily Injury	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
17	Hate Crimes Related To Simple Assault	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
18	Hate Crimes Related To Intimidation	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
19	Hate Crimes Related To Larceny-Theft	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
20	Hate Crimes Related To Damage Or Vandalism Of Property	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
21	Hate Crimes Related To National Origin	0	0	0	N/A FOR COD	1	0	0	N/A FOR COD
22	Hate Crimes Related To Gender Identity	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
23	Domestic Violence	0	0	0	N/A FOR COD	2	0	0	N/A FOR COD
24	Dating Violence	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
25	Stalking	2	0	0	N/A FOR COD	0	0	0	N/A FOR COD
26	Forcible Fondling	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
<b>ADDITIONALLY REQUIRED BY ED CODE 67380</b>									
27	Violent Crimes	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
28	Hate Crimes Involving Violence	0	0	0	N/A FOR COD	0	0	0	N/A FOR COD
29	Theft Of Property	21	0	0	N/A FOR COD	60	0	0	N/A FOR COD
30	Destruction Of Property	8	0	0	N/A FOR COD	7	0	0	N/A FOR COD

\*Please note: The Weapons Law Violation was an isolated incident where a stun gun was brought to campus. No one was harmed in the incident.

\*\*Please note: The Aggravated Assault was an incident involving an air soft pellet gun.

# Annual Security Report 2015

## Crime Statistic for 2014 East Valley Campus, Indio & Mecca/Thermal

College of the Desert CLERY ACT - Cal Ed Code 67380		2014 EVC				2013 EVC				2014 MECCA THERMAL				2013 MECCA THERMAL				
NUMBER	TYPE OF CRIME	ON CAMPUS	NON- CAMPUS	PUB PROP	RES FAC	ON CAMPUS	NON- CAMPUS	PUB PROP	RES FAC	ON CAMPUS	NON- CAMPUS	PUB PROP	RES FAC	ON CAMPUS	NON- CAMPUS	PUB PROP	RES FAC	
1	Murder	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
2	Non-Negligent Manslaughter	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
3	Negligent Manslaughter	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
4	Forcible Sex Offense	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
5	Non-Forcible Sex Offense	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
6	Robbery	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
7	Aggravated Assault	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
8	Burglary	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
9	Motor Vehicle Theft	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
10	Arson	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
11	Liquor Law Violation For Discipline	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
12	Liquor Law Violation For Arrest	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
13	Drug Violation For Discipline	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
14	Drug Violation For Arrest	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
15	Weapons Law Violation	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
16	Hate Crime Involving Bodily Injury	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
17	Hate Crimes Related To Simple Assault	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
18	Hate Crimes Related To Intimidation	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
19	Hate Crimes Related To Larceny-Theft	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
20	Hate Crimes Related To Damage Or Vandalism Of Property	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
21	Hate Crimes Related To National Origin	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
22	Hate Crimes Related To Gender/Identity	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
23	Domestic Violence	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
24	Dating Violence	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
25	Stalking	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
26	Forcible Fondling	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
<b>ADDITIONALLY REQUIRED BY ED CODE 67380</b>																		
27	Violent Crimes	0	0	0	N/A	1	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
28	Hate Crimes Involving Violence	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	
29	Theft Of Property	2	0	0	N/A	0	1	0	N/A	0	0	0	N/A	0	0	0	N/A	
30	Destruction Of Property	2	0	0	N/A	2	0	0	N/A	0	0	0	N/A	0	0	0	N/A	

# Annual Security Report 2015

## Changes in Crime Statistics COD Campuses

The Main COD campus\* saw an increase in robbery, aggravated assault, stalking incidents, and destruction of property while reporting a decrease in forcible sex offenses, liquor law violations for arrest and drug violations for discipline, as well as property theft.

East Valley Campus, Indio saw an increase in thefts of property and a decrease in violent crimes.

East Valley Campus, Mecca/Thermal remained consistent with no CLERY Crimes reported.

\* Main Campus statistics include any properties that COD holds classes on, Westfield Mall, any high school properties, etc.

# Annual Security Report 2015

## Addendums added to CLERY Act

### Violence Against Women Act (VAWA)

The **CLERY Act** added the **VAWA** in 1994 to include crimes specifically against women like dating violence, domestic violence, and stalking. This addendum to **CLERY ACT** includes men, although the title references women and is gender neutral.

Added new this year to the reportable **CLERY ACT** Crimes is **Unfounded Crimes**. These are any crimes that would be reported and then investigated and found not credible. As COD does not have a police department this reporting is not applicable to us.

# Annual Security Report 2015

The Annual Security Report must be compiled and uploaded to the CLERY Center database by October 1<sup>st</sup> of each year. This report must also be made available to the public via print or online.

Any violations of non-compliance of the CLERY Act reporting includes fines of \$35,000.00 per infraction.

These Annual Security Reports include methods of reporting crimes, who to report to, how emergency notices are delivered and resources to be called upon through local and state government agencies.

I'd like to adjourn today's meeting in honor of Mr. Dave Erwin.

Dave served as legal counsel for the college for almost 15 years. The Board of Trustees appreciated his expertise and knowledge during that time. Not only did he provide us his professional expertise, but he and his wife, Travis often supported our Foundation events and our students. College of the Desert extends our sympathy to his family. He will be missed.

If you will all join me in a moment of silence in Dave's memory.

Meeting adjourned.