

**DESERT COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
CRAVENS STUDENT SERVICES CENTER  
FRIDAY, DECEMBER 16, 2011  
MINUTES**

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

Chair Hayden called the meeting to order at 9:32 a.m. and asked Trustee Stefan to lead the Pledge of Allegiance.

President Patton called the roll and all members were present, with the exception of Student Trustee Aaron Bonner, who will be present after the closed session at 10:45.

**II. AGENDA:**

- A. CONFIRMATION OF AGENDA:** Approve the agenda of the Regular Meeting of December 16, 2011, with any additions, corrections, or deletions.

A motion was made by Becky Broughton, seconded by Bonnie Stefan, to approve the agenda of the December 16, 2011 Board meeting. The faculty acknowledgement listed under the Study Session is being postponed to January. Motion carried unanimously with the change noted.

**III. ORGANIZATION FOR 2012**

**A. APPOINTMENT OF OFFICERS**

- 1) Chairperson - Bonnie Stefan

**Motion** by Becky Broughton, second by John Marman, to approve Bonnie Stefan as Chair. No discussion. Motion carried unanimously.

Trustee Hayden passed the gavel to the new Chair, Bonnie Stefan, who took over the meeting.

- 2) Vice-Chairperson - Michael O'Neill

**Motion** by John Marman, second by Becky Broughton, to approve Michael O'Neill as Vice Chair. No discussion. Motion carried unanimously.

- 3) Clerk - Becky Broughton

**Motion** by Michael O'Neill, second by John Marman, to approve Becky Broughton as Clerk. No discussion. Motion carried unanimously.

4) Secretary

**Motion** by Michael O'Neill, second by Becky Broughton, to approve President Jerry Patton as Secretary. Motion carried unanimously.

5) Representative/COD Foundation Board of Directors

Trustee Broughton said in the past few years the outgoing Chair has rotated onto the Foundation Board and suggests it remain the same. Trustee Charles Hayden will now serve on the Foundation Board.

6) Representative/County Committee

Trustee Marman will serve on the County Committee.

7) Representative/Inland Valley Trustees' Assoc.

Trustee Stefan said there has been some debate this group has not been as active the last couple of years. She asked Trustee Hayden to update the members on what this group has been doing. Trustee Hayden reported they have been more active this last year and would like to continue as the representative to this group. Trustee Marman asked how often they meet. Trustee Hayden said they normally meet at every conference and between conferences. Trustee Stefan recognizes the importance of this but due to the financial situation the District may not be able to send Trustee Hayden to all 4 meetings held during the CCLC Conferences. Trustee Hayden said since he is on the ACES Committee he is at the conferences anyway. He is no longer on the CCCT Board but is on the standing committee for ACES, which sets up the conferences. It was agreed that Trustee Hayden could continue as the IVTA representative as long as he understands travel may not be granted.

Trustee Marman would like to attend the next local meeting.

Chair Stefan said since we are not sending people to training she would like to have 2 trustees on each of the following committees and rotate every 4 months. They are to meet and report back to the board.

8) Representative/Business Affairs (Finance/Facilities/COC)

Trustee Hayden and Trustee Marman will work with Vice President Edwin Deas and Business Affairs.

9) Representative/Student Affairs

Trustee Broughton and Trustee O'Neill will work with Interim Vice President Adrian Gonzales and Student Affairs.

10) Representative/Academic Affairs

Trustee Stefan and Student Trustee Aaron Bonner will work with Vice President Farley Herzek and Academic Affairs.

**IV. CLOSED SESSION** 9:45 – 10:45 Closed session shall not extend past the designated time, but should the business considered in closed session require additional time the board shall reserve time after the public meeting to continue discussion.

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

2. **PUBLIC EMPLOYMENT**, Pursuant to Government Code section 54957  
Position to be filled: President

**V. OPEN SESSION** 11:30 a.m.

Action taken in Closed Session:

**Motion** by Michael O'Neill, second by Becky Broughton, to extend closed session to 11:30 in order to complete discussions regarding the public employment: President. Motion carried unanimously.

**Motion** by Michael O'Neill, second by John Marman, to approve the amended job description of the Superintendent/President. Motion carried unanimously.

Closed session discussions were not completed and the members will reconvene to closed session following the business meeting.

**VI. PUBLIC COMMENTS (Agenda Items):**

None.

**VII. APPROVE THE MINUTES OF:**

There were no corrections to the minutes of the regular meeting of November 18, 2011 and they stand approved.

Arturo Ceja and Gary Dack of Lund and Guttry, LLP, gave a brief overview of the District, Auxiliary and Bond audits.

## **VIII. REPORTS**

- A. CSEA: Mary Lisi was present and gave a brief report.
- B. ASCOD: Simon Myers was not able to attend.
- C. COLLEGE OF THE DESERT FOUNDATION: Jim Hummer was not able to attend.
- D. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Gene Marchu was not able to attend but had submitted his report via email.
- E. ACADEMIC SENATE: Zerryl Becker was present and gave a brief report.
- F. FACULTY ASSOCIATION: Gary Bergstrom was not able to attend but had submitted his report via email.
- G. C.O.D.A.A.: David Bashore had been present earlier but was not able to stay.
- H. GOVERNING BOARD

### Trustee Broughton:

- Attended the Palm Desert Blue Light Ceremony with President Patton;
- Boys and Girls Club opening in Mecca;
- East Valley Friends meeting where they continued working on a get together in Indio in February;
- College visit with the avid group from Toro Canyon Middle School students– These are 7<sup>th</sup> graders and 100% of them are first generation to go to college. She thanked Student Services for helping with setting up this tour;
- Meeting with some community members, President Patton and Dr. Deas on future improvements to Mecca/Thermal Campus;
- Completed her ethics certification.

### Trustee Hayden:

- Working with organizations (Rotary, Hoteliers, and Women's Clubs) in Desert Hot Springs, to find money to help students with bus passes. They are attempting to find out how many have to ride the bus;
- Attended the groundbreaking of the communications building;
- Attended the CCLC Conference in November and distributed his report to the members;
- Received the CCLC's report on Student Success. He attended the taskforce workshop at the conference and there were 20 recommendations on student success.

Having just completed an online Ethics training and knowing Trustee Hayden also attended an Ethics Workshop at the CCLC Conference Trustee Broughton asked Trustee Hayden if he

thought they should report the \$50.00 ticket they were given to attend the Rita Rudner COD Foundation event. The consensus was it should be reported on their Form 700.

Trustee Marman:

- Attended the communications groundbreaking;
- Attended the final lecture given by Dr. Bill Gudelunas
- Attended a birthday celebration for President Patton
- Attended the Public Safety Award Ceremony;
- Attended several task force meetings and he still has some concerns as some areas are not turning in their info.
- Went to Lincoln school for their Christmas ceremony.

Trustee O'Neill:

- Attended the COD Alumni Street Fair
- Attended the groundbreaking for the Communications Building and thanked Dean Tony DiSalvo for the students participation, which was excellent;
- Attended the final lecture given by Dr. Bill Gudelunas and wished he and his wife great success;
- Attended the bond committee meeting, Nursing pinning and Public Safety Academy ceremony;
- Spent a great deal of time this past month with the search process;
- Thanked the faculty and adjunct for their participation in the search meeting yesterday;

He also reported at last month's meeting he and Trustee Stefan were charged with investigating the hiring of an attorney for the Board. He distributed information to the members. He met with David Erwin, a partner in the firm of Best, Best & Krieger. He and Dr. Stefan recommend the Board contract with this firm as counsel to the Board. There is no retainer, no travel costs, and we would have access to all their expertise. Their fee schedule is listed. Mr. Erwin would like the members to have open access to contact him and his response would be to all the members. Mr. Erwin has one condition for employment; a training session with the Board on the Brown Act and Conflict of Interest.

Chair Stefan asked Administration to proceed with a contract and place it on the agenda for next month. The members asked for a study session in January on these two topics.

Trustee Stefan:

- Attended the COD Jazz Ensemble and the Wind Chamber Percussion Ensemble;
- Attended the COD Chamber Singers;
- Attended the pre-board meeting agenda review;
- Had a phone conference and special meeting with the search firm;
- Attended the Nursing Pinning and Public Safety Academy Award Ceremony;
- Held an open campus meeting here last night with the student focus group.

Trustee Bonner:

- Final exams are finished and he is pleased to announce he did well and expects to receive high marks. Wished COD students the best of luck on their final exams and grades.
- Thanked faculty members who have already submitted grades and those that will submit them on time as it helps our students who are applying for scholarships and those in the process of transferring.
- Met with the Foundation board and shared his story on the importance of COD in his life;
- Was invited to meet with a small task force to develop a college draft response to recommendation #8 of the Accreditation report.
- Attended the groundbreaking ceremony for the Communications Building;
- Attended the Public Safety Academy Award Ceremony and he congratulated the cadets and their families. He also congratulated the nursing graduates.
- He will provide the final results from the index card survey at the next meeting.

Trustee Stefan asked if they would see the results of the president search survey and Trustee Bonner said he will provide those results as well.

## **IX. CONSENT AGENDA:**

**Motion** by Michael O'Neill, second by Becky Broughton, to approve the consent agenda as presented.

**Discussion:** Trustee Marman saw an item in the warrants for \$57,000 for resolution of conflict. Dr. Deas said we reached a settlement agreement with the gentleman that had commented at a previous board meeting. The quicker way to pay the company is through the Auxiliary and then the District reimbursing the Auxiliary. There was also a payment to Datatel for student and teacher drops. Bina Isaac, Dean Information Technology and Institutional Research, explained that Title 5 is doing two extensions to the Datatel module and Title 5 is paying for that. Adrian will be providing additional information during the study session.

### **Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None

Absent: None

Abstain: None

Final Resolution: Motion carried unanimously.

### **A. HUMAN RESOURCES**

1. Employment Group C Appointments
2. Extension of Assignment
3. Change in Assignment

### **B. FISCAL SERVICES**

1. Purchase Orders and Contracts for Supplies, Services & Construction
2. Warrants
3. Payroll #5
4. Out-of-State Travel

**X. ACTION AGENDA**

**A. BOARD OF TRUSTEES**

1. Revision to Administrative Procedure 2735: Board Member Travel – First Reading

**Motion** to accept Administrative Procedure 2735: Board Member Travel for a first reading by Aaron Bonner, second by Becky Broughton.

**Discussion:** Dr. Deas explained the total annual travel budget for the Trustees is \$10,000, divided by 5 Trustees equals \$2,000 per year per trustee. Beginning January it will be half of that amount.

**Vote**

Yes: Becky Broughton, Charles Hayden, John Marman, Michael O'Neill, Bonnie Stefan

No: None.

Absent: None.

Abstain: Aaron Bonner

Final Resolution: Motion carried.

- 2.Revision to Board Policy 2100: Board Elections – First Reading

**Motion** to accept the first reading by Michael O'Neill, second by Aaron Bonner.

**Discussion:** None.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

- 3.Adopt Resolution 121611-1: Support of Senate Constitutional Amendment 5

**Motion** to adopt by John Marman, second by Michael O'Neill.

**Discussion:** None.

Roll Call Vote:

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

#### 4. Approval of Board member travel

**Motion** to approve by Michael O'Neill, second by Becky Broughton.

**Discussion:** Based on what was explained earlier there would be \$1,000 available for this travel. There is approximately 7,500 left in the travel budget. Trustee Marman thinks the entire campus needs to look at their travel budget and it's more important than ever the Board set an example and only attend conferences that are absolutely essential.

Trustee Bonner asked Trustee Hayden if he has attended this conference in the past and he has attended many of them. He also asked if this information was available on the internet and Trustee Hayden thought it was. Chair Stefan had reviewed the brochure for the upcoming CCLC Conference and didn't see many workshops listed.

Chair Stefan said because we didn't grandfather it in we have to divide the remaining monies by 5 Trustees for a total of \$1,600.00 per Trustee for the remainder of the year. She is attending the Board Chair Workshop in January as she is the new Chair. We have to look at what conferences are coming up. She feels we can lobby our legislators from here and not travel to do so. Trustee Hayden said the point was that the local legislators may not be on the education committee and may not have anything to do with the community colleges and they don't vote for things for the community colleges. Chair Stefan asked Trustee Hayden if he wanted to attend the January conference or May and he responded he will not be attending in May. Trustee Marman reiterated he thinks the Board must be leaders and we should limit travel.

#### **Vote**

Yes: Charles Hayden, Michael O'Neill, Bonnie Stefan

No: Aaron Bonner (Advisory Vote), John Marman, Becky Broughton

Absent: None.

Abstain: None.

Final Resolution: Motion carried for travel up to \$1675.00 per trustee for the remainder of this 2011-2012 year.

#### 5. Revision to Board Policy 1101: College President – First Reading



**Motion** to accept first reading by Michael O’Neill, second by John Marman.

**Discussion:** Trustee Broughton thought this title was changed out of respect for our President so it wouldn’t be confusing for those outside the educational system. Superintendent was removed so as to separate us from K-12. The search firm is recommending we change the title back to “Superintendent/President” in order to attract applicants who are currently Presidents in multi-college districts. Out of all the single college districts in the state only two others use the title “President”.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O’Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

6. Announcement of Presidential Search Advisory Committee

**Motion** to approve by Aaron Bonner, second by Michael O’Neill.

**Discussion:** The campus community was asked to respond if they were interested in volunteering to be on this advisory committee. The Chair and Vice Chair, in consultation with Human Resources made a selection based on all of the criteria the District uses when it is forming any search committee; male/female/ethnic balance/ representation across all academic areas and tried to have an equal balance of input from everyone. Trustee Stefan thanked everyone that applied. She and the Vice Chair took it very seriously and made the recommendations before the Board. Trustee O’Neill said this group will be an advisory group, not a decision-making group. There will be additional people having input in more stages in the process than in the past.

Trustee Stefan announced the members of the Presidential Search Advisory Committee:

- 2 Board Members – Chairs
  - Michael O’Neill
  - Bonnie Stefan
- 2 Adjunct Faculty
  - Stan Dupree
  - Amanda Phillips
- 2 Classified Staff
  - Mary Lisi
  - Mark Rizzo
- 2 Full-Time Faculty
  - Zerryl Becker
  - Kathlyn Enciso

- 2 Leadership Team Members
  - Bina Isaac
  - Tony DiSalvo
- 2 Students
  - Aaron Bonner
  - Antonio Aguilar
- 1 Community Member
  - William Kroonen (City of Palm Desert)
- 1 K-12/CSU Administrator
  - Doris Wilson (CSU San Bernardino & Formally DSUSD)
- 1 Diversity Council Member
  - Carlos Maldonado

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O’Neill,  
Bonnie Stefan

No: None

Absent: None

Abstain: None

Final Resolution: Motion carried.

**B. PRESIDENT**

1. Approval of the Certification of Signatures Form

**Motion** to approve by Michael O’Neill, second by John Marman. .

**Discussion:** None.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O’Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

The Board recessed for lunch.

**C. HUMAN RESOURCES**

1. Employment Group A Appointments – Classified

**Motion** to approve by Becky Broughton, second by Michael O’Neill. .

**Discussion:** None.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

2. Employment Group A Appointments – Leadership

**Motion** to approve by Michael O'Neill, second by Aaron Bonner.

**Discussion:** None.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None.

Final Resolution: Motion carried unanimously.

3. Employment Group C – Over 60 Days

**Motion** to approve by Becky Broughton, second by Michael O'Neill.

**Discussion:** Trustee Broughton thanked Dr. Deas for this process and the explanation. Trustee O'Neill agreed.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None.

Final Resolution: Motion carried unanimously.

D. **FISCAL SERVICES**

## 1. 2010-2011 Audit Reports

**Motion** to approve by John Marman, second by Michael O'Neill.

**Discussion:** Trustee Broughton was uncomfortable voting for this without all the pages available and would like to delay the vote until they have all the pieces. It was pointed out that the full audit report was available on the website with links inserted in the agenda. Several members were able to view the entire report on the website but agreed they would prefer having a paper copy of reports like this in the future.

Trustee O'Neill is concerned about the DSPS audit findings. He said it is very clear in Title 5 that the director is responsible to maintain the compliance and even though the number has decreased, we've never had this finding until the last 2 years. This is a serious violation. There is sufficient staff in that department to address this. Each area has a responsibility and we should see no compliance findings next year. Interim Vice President Gonzales reported he is systematically reviewing each department under him and they are looking for compliance issues and have identified several items to correct. Trustee O'Neill acknowledged Wade Ellis and the business office for doing an outstanding job with their processes.

President Patton said that the first 2 findings on the census roster have been an issue for years. There is now an automatic process for faculty to submit their census rosters. Mr. Gonzales said due to this automated process we fully expect we will not have this problem in the future. Dr. Nery, Dean of Enrollment Services will receive a report that tells which are not in and she can follow up with those faculty members. Trustee O'Neill said that Ed Code says the faculty members are responsible and need to impress on them they are the only ones that can make the roster correct. We have an obligation to remind them.

Mr. Ellis pointed out that Lund and Guttry will not be our auditors again as the process will go out to bid. Any auditor under contract will have to follow the guidelines set by the Chancellor's Office.

### **Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

## 2. 2010-2011 College of the Desert Foundation Audit Report

**Motion** to accept by Michael O'Neill, second by John Marman.

**Discussion:** Trustee Marman commented the interest on the \$20M is what is keeping the Foundation viable. President Patton said it is difficult to raise money in these difficult economic

times but the event the other night raised over \$700,000. Some donations go 100% to the designated program but most are split 70/30 to help the Foundation to run its infrastructure.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None.

Final Resolution: Motion carried unanimously.

3. Resolution #121611-2 – Budget Adjustments

**Motion** to approve by Becky Broughton,, second by Michael O'Neill.

**Discussion:** None.

Roll-call vote:

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None

Final Resolution: Motion carried unanimously.

4. Desert Community College District's Proposed Amendments to Conflict of Interest Code

**Motion** to approve Becky Broughton, second by John Marman.

**Discussion:** Dr. Deas said we update this Conflict of Interest Code every two years.

Trustee Broughton asked why she, as an appointed board member on the Fair Board and an elected board member on the community services district, has to take an ethics class, but those elected to school boards do not. At this point it is not mandated by the community colleges.

**Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None.

Final Resolution: Motion carried unanimously.

## E. ACADEMIC AFFAIRS

### 1. Curriculum Modifications

**Motion** to approve by Becky Broughton, second by John Marman.

**Discussion:** Trustee Marman asked if with various programs being discontinued are students still able to get their degree in their chosen field. The students' needs are taken into account when these and the various task force recommendations for discontinuance are made.

#### **Vote**

Yes: Aaron Bonner, Becky Broughton, Charles Hayden, John Marman, Michael O'Neill,  
Bonnie Stefan

No: None.

Absent: None.

Abstain: None.

Final Resolution: Motion carried unanimously.

## XI. ITEMS OF INFORMATION

### 1. Student Trustee Evaluation

Trustee Broughton commented that Aaron has done a very good job as the Student Trustee. He has taken opportunities to educate himself and she thanked him for all his hard work.

Trustee Marman commented we have been very successful with our Student Trustee and thanked the President's Office staff for the time spent with the Student Trustees. Trustee O'Neill also thanked Carlos Maldonado, Director of Student Life, as there have been noticeable improvements for the students.

### 2. New AP 4021: Program Discontinuance

## XII. SUGGESTIONS FOR FUTURE AGENDAS

Trustee Marman commented there has been some controversy about the student success recommendations. He has received some emails from Doug Garrison, President of Monterey Peninsula College, and thought there were some of those recommendations are worth looking at.

He also commented on a no smoking policy. There have been many discussions through the years and several surveys done and he thinks we should do something about it. Mr. Gonzales said the student survey was completed but the numbers, in terms of the people that actually took the survey, were low. Kevin Snyder, as part of one of his work groups, is researching this with the Health and Safety Committee.

President Patton asked the Student Trustee if ASCOD would support it. Mr. Bonner said there have been discussions within ASCOD, and while he doesn't know if ASCOD would support it, he would. The main concern is that most students weren't aware there was a smoking policy. Mr. Gonzales said there have been discussions as to whether to do an education program on what the rule really is and get a true opinion on moving to a no-smoking policy vs. stronger enforcement of our current policy. Mr. Gonzales said they are considering using a CCSSE survey, which would give us a large sample pool. With the large number of international students who smoke, a designated smoking area could work also.

Trustee O'Neill would like to have training on parliamentary procedure scheduled at a study session in the spring.

Trustee Stefan would like to have special study sessions just for training. Trustee Stefan said it had been brought up that the board never really gets to talk. That is part of a retreat. She suggests having a training session with no reports, with a 30 minute retreat session.

Trustee Marman would like an update on Community and Contract Ed.

### **XIII. BOARD COMMENTS**

Trustee Marman commented on the IHEP (Institute for Higher Education Policy) report he received. They looked at the success rate of 430,000 over a 6 year period and concluded if the student declare their program of study in the first year it double the rate of success.

Trustee Stefan encouraged all members to meet with their assigned Vice Presidents.

She would also like to streamline the meetings a bit more. She, as the Chair, would like the board to submit a written report prior to the meeting the same way that others do and then limit their verbal reports to 1 minute, just the highlights.

Chair Stefan asked the board members to run agenda items through the Chair first. Please send suggested items to the Board Administrative Assistant, who will forward to the Chair for approval. She also asked the members if they have items they'd like a report on to send those requests to the Board Administrative Assistant, who will forward it to the Chair.

Trustee Hayden suggested is there is a study session scheduled to keep the reports to a minimum and get to the action agenda more quickly.

Trustee O'Neill expressed concern that the results of the MIS audit and the possible repayment process could extend far beyond President Patton's tenure and those Board members up for election in November. President Patton said the Chancellor's Office would like to get it resolved as soon as possible. He would like to travel to the Chancellor's Office to argue to be allowed to shift summer FTES from one year to the next. If we are allowed to do that there is only one year at risk. The auditors are through and are set to meet next week to go over the findings. Trustee O'Neill thought one or two board members should accompany him to show they are really involved in the process and are supportive. President Patton agreed.

#### **XIV. STUDY SESSION**

1. President
  - a. ARCC Report

President Patton said the Accountability Report for Community Colleges was put into place by the legislators 4 years ago and we are required to report on the progress of student success and student activities.

California State Assembly Bill AB1417 (Pacheco) [Chapter 581, Statutes of 2004] required the Board of Governors of the California Community Colleges to recommend to the Legislature and Governor a workable structure (framework) for annual evaluation of community college performance in meeting statewide educational outcome priorities. Pursuant to AB 1417, the California Community Colleges Chancellor's Office (Chancellor's Office) worked with community college institutional researchers and an external panel of nationally recognized experts in higher education accountability to develop the mandated performance evaluation structure, now called Accountability Reporting for the Community Colleges, or ARCC.

The report provides an overview of system performance on specific indicators:

##### College Level Indicators:

- Student Progress & Achievement Rate
- Percent of Students Who Earned at Least 30 Units
- Persistence Rates
- Vocational & Basic Skills Credit Course Completion Rates
- ESL & Basic Skills Credit Course Improvement Rates
- Career Development & College Preparation Progress & Achievement Rate

##### Systemwide Indicators:

- Percentage of Baccalaureate from the CCC
- Volume of Transfer/Transfer Rate
- Annual Numbers of Vocational Awards and Credit Basic Skills Improvements
- Top 25 CTE Programs by Total Awards
- Income Trends for Graduates with CTE Degrees or Certificates
- Participation Rates

The System Office issued the first ARCC report in 2007 and the report is updated annually every March. Each college has opportunities to review a draft of the report and resubmit data if needed. Additionally, each college can submit to the System Office a self-assessment regarding its performance, and the annual report includes these self-assessments.

Bina Isaac, Dean Information Technology & Institutional Research presented a power point with the members and reviewed each of the indicators and noted the peer group changes for each



indicator. This is a snapshot of the students we serve. This power point, as well as the entire report, is available on the College of the Desert website.

College of the Desert shows excellent performance in six indicators. The college is below its peer group in two indicators and is taking steps to improve its Basic Skills improvement rate and persistence rate. The percentage of students earning at least 30 units, persistence rate, course completion rate for credit basic skills courses, and Career Development and College Preparation progress and achievement rate has increased over the past year. The college is especially proud of its pre-collegiate programs which give students the necessary preparation for succeeding in the college level curriculum. This report will be discussed at the next Dean's meeting.

President Patton provided a handout on the Voluntary Framework of Accountability and the recommendations and 8 areas of focus on student success.

1. Interim Vice President Student Affairs – Adrian Gonzales
  - a. Overview of Student Affairs grants and Title 5 HSI update

Interim Vice President Adrian Gonzales distributed a handout which gives an overview of the grant activity in Student Affairs and the HSI Grant we just received. He reviewed the handout with the members.

Trustee O'Neill asked if this HSI grant can be used to offer classes we couldn't normally offer. Mr. Gonzales said we can potentially design the academic offerings but cannot use Federal funds to generate revenue for college. Trustee Marman asked if Basic Skills classes we already have could come under that. Mr. Gonzales responded that we couldn't pay for students to be in those Basic Skills courses where we are exploring alternative delivery methods. It could pay for the instructor as long as we didn't charge a fee to the students.

Mr. Gonzales said when we were developing this grant we were very strategic with where we thought we would take budget cuts. We have initiated a Summer Bridge around English and Math; an academic boot-camp concept, which is more workshop based to help students prepare students for the course they are about to enter; student development workshops; increased counseling services at the Eastern Valley Center (EVC); developing a supplemental instruction model at EVC; created a position called Counseling Support Assistance, which is very similar to the idea of an Instructional Support Assistant. Trustee Bonner asked if they have considered developing the sciences as well. Mr. Gonzales said HSI grants can be developed around STEM areas but this one doesn't, except for the Math area.

Trustee Broughton referenced the cohorts and asked if there is any information collected on those groups that the high schools have? Mr. Gonzales said that we are working with CalPASS and they have a lot of great data and we have discussed how we can take some of that info and match it up to the cohorts. The cohorts are tagged in Datatel and with being understaffed in our research area we have built in a part-time researcher to be dedicated to the Student Affairs area. Trustee O'Neill asked if we can split someone who is currently a tenured full time employee. Mr. Gonzales responded if it is for a different responsibility, then yes. If we had 1 full time counselor and with this grant we were going to add one more full time, our end result has to be 2.

1. Vice President Business Affairs – Dr. Edwin Deas

a. 2010/2011 Citizens' Bond Oversight Committee Annual Report

Dr. Deas provided the members with a copy of the Citizens' Bond Oversight Committee Annual Report. The Committee met this week and approved the annual report. Dr. Deas thanked Trustee O'Neill for his service to that committee. The report is for the board's information and copies will be sent to the community. This report is draft and there is information to be added and updated before the final is sent to the printer.

Trustee O'Neill commented it is good that we will rotate this through the community as we need to hear their thinking. Trustee Marman commended Dr. Deas for this group doing an outstanding job. He appreciates the excellent oversight Dr. Deas has provided to this group.

b. Update on Center Status for EVC

Dr. Deas said we are in flux for the East Valley Campus. At the time we acquired the property for the Mecca/Thermal Campus (MTC) we started the process of applying for center status. The focus was to be on MTC with the thought, at that time, that Indio would be closed. The government brought in a 2-tier qualification for center status. The first tier is if we report 500 FTES over a year we can get center status. Our motivation was to obtain the \$1M funding that goes with center status. They changed the benchmark for the \$1M funding to 500 FTES per semester or 1000 FTES over a year.

Our application was stalled due to this change in the rules and Dr. Deas went to Sacramento to see why it was stalled. He explained to the Chancellor's Office that the board had changed its initial approach and was now favoring a 2-pronged approach, which was the immediate development of Indio to a capped level and the gradual development of MTC. This approach has since been questioned by the Chancellor's Office and we are currently working on clarification before proceeding with an application for center status.

**XV. CLOSED SESSION** (Continuation)

There was no reportable action taken in this continuation of closed session.

**XVI. ADJOURN**

**Motion** by Michael O'Neill to adjourn. Meeting adjourned at 4:10 p.m.

---

Rebecca "Becky" Broughton, Clerk



Division of Administration and Business Services  
District Fiscal Services

**County Use Only:**  
Date Received: \_\_\_\_\_  
Approved By: \_\_\_\_\_

# Certification of Signatures

District: Desert Community College District

Date of Meeting: December 16, 2011

Please Check:  Newly Elected Governing Board  Addition in Column(s)  Select  Replacement in Column(s)  Select

Column I	Column II	Column III
Signatures of Members of the Governing Board	Signatures of Personnel Authorized to Sign Warrant Orders and Orders for Salary Payments*	Signatures of Personnel Authorized to Sign Notices of Employment
 President of the Board	 Jerry R. Patton, President	 Jerry R. Patton, President
 Clerk or Vice President of the Board	 Edwin Deas, Vice President, Business Affairs	 Edwin Deas, Vice President, Business Affairs
 Member of the Board	 Wade W. Ellis, Director, Fiscal Services	 Wade W. Ellis, Director, Fiscal Services
 Member of the Board		 Robert Blizinski, Exe. Director, Human Resources
 Member of the Board		

\*If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.

Number of signatures district requires for:  Orders of Salary Payments : 1  "B" Warrant Orders: 1

I, Becky Broughton, Clerk/Secretary of the Board of Trustees certify that the signatures shown below in Column I are the verified signatures of the members of the governing board; verified signatures of personnel authorized to sign orders drawn on the funds of the school district appear in Column II, and verified signatures of personnel authorized to sign Notices of Employment appear in Column III. No person other than an officer or employee of the district can be authorized to sign orders. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633, 44843, 85232, and 85233. If those authorized to sign orders as shown in Column II are unable to do so, the law requires the signatures of the majority of the governing board. Attached is the board agenda authorizing the following signatures.

Signature:

RIVERSIDE COUNTY OFFICE OF EDUCATION

COMMUNITY COLLEGE DISTRICTS

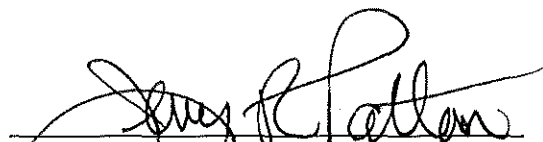
RESOLUTION #121611-2 FOR BUDGET ADJUSTMENTS

WHEREAS the governing board of the Desert Community College District has determined that income in the amount of \$6,850 is assured to said District in a different amount than previously budgeted, as is reflected on the attached page (agenda item):

WHEREAS the governing board of the Desert Community College can show just cause for the budget adjustment of such funds.

NOW THEREFORE BE IT RESOLVED such funds to be appropriated according to the schedule on the attached page.

This is an exact copy of Resolution adopted by the governing board at the regular meeting on December 16, 2011.

  
Secretary/ Board of Trustees or  
Authorized Agent of the Board

# California State Senate

CAPITOL OFFICE  
STATE CAPITOL  
SACRAMENTO, CA 95814  
TEL (916) 651-4011  
FAX (916) 323-4529

SENATOR.SIMITIAN@SEN.CA.GOV

WWW.SEN.CA.GOV/SIMITIAN

SENATOR  
S. JOSEPH SIMITIAN  
ELEVENTH SENATE DISTRICT

DISTRICT OFFICE  
160 TOWN & COUNTRY VILLAGE  
PALO ALTO, CA 94301  
TEL (650) 688-6384  
FAX (650) 688-6370

SATELLITE OFFICE  
701 OCEAN ST., ROOM 318-A  
SANTA CRUZ, CA 95060  
TEL (831) 425-0401  
FAX (831) 425-5124



October 21, 2011

Michael O'Neill  
Member  
Desert CCD  
43500 Monterey Ave  
Palm Desert, CA 92260-9305

Dear Member O'Neill:

I need help helping you and your district. Regrettably, the future of funding for California's K-14 education system does not look promising. American Recovery and Reinvestment Act (ARRA) funds have dried up. The revenues from the one-time tax increases as part of the Budget Act of 2009 have expired. California was not picked as one of the recipients of Race to the Top funds. And K-14 education funds have been reduced by billions of dollars. In light of all this, it is imperative that we do what we can to alleviate the financial stress that our schools are experiencing.

In this legislative session, I have authored Senate Constitutional Amendment 5, which would allow school districts, community college districts, and county offices of education to pass a parcel tax with a 55 percent majority vote rather than the currently required two-thirds. Getting a two-thirds vote in both houses of the Legislature to put SCA 5 on the ballot is a daunting challenge. Enclosed is a sample resolution. I need your help in asking the other members of the governing board of your school district to support SCA 5 by passing this resolution.

Time is of the essence. Please adopt this resolution and return it to me either by mail, by fax at (916) 323-4529, or via email at [senator.simitian@sen.ca.gov](mailto:senator.simitian@sen.ca.gov). If you have any questions, please contact Taylor Glass in my office at (916) 651-4011.

Sincerely,

A handwritten signature in black ink that reads "Joe Simitian".

S. Joseph Simitian  
State Senator, Eleventh District

## **Resolution in Support of Senate Constitutional Amendment (SCA) 5**

WHEREAS, Senate Constitutional Amendment 5 (Simitian), which reduces the two-thirds vote requirement on parcel taxes, will be acted on by the California State Legislature; and

WHEREAS, reductions in the state General Fund revenue have led to reduced school funding; and

WHEREAS, state General Fund revenue is unstable and erratic, which results in unpredictable funding levels for school districts and county offices of education; and

WHEREAS, parcel tax revenue can provide a stable, predictable source of school revenue; and

WHEREAS, passage of SCA 5 will empower local voters to invest in their schools based on the needs of their communities by requiring a tough, but fair 55 percent vote to pass local parcel taxes, while protecting taxpayers and homeowners with accountability provisions that will ensure that funds generated from parcel taxes are not wasted or mismanaged; and

WHEREAS, revenue from parcel taxes can be spent according to local priorities and are not subject to state control; and

WHEREAS, the two-thirds vote requirements results in minority rule by requiring two "yes" votes to cancel out one no vote; and

WHEREAS, passage of SCA 5 will allow local voters to decide to make investments in their neighborhood schools in addition to state funding; and

NOW, THEREFORE, BE IT RESOLVED that the governing board of the \_\_\_\_\_ strongly urges the California State Legislature to support and adopt SCA 5.

## Academic Senate Report to the Board of Trustees

December 16, 2011

### **Concerns:**

#### ***Presidential Search***

Although the Senate was not in favor of hiring a consultant for the search, we do thank you for keeping the budget small.

We appreciate Bob Blizinski's efforts in getting the nominations form out promptly and in having the web site for input available before the end of the semester. The Senate encouraged faculty to apply but many were unable to commit without knowing more about the time requirements and January schedule; we also encouraged them to participate in the survey but many simply don't have the time to do so now and will not be back on campus until the end of January.

The last search process encouraged community involvement not just in evaluating candidates but in determining the job description and posting. The committee was large but those involved felt that it was efficient and generated a huge amount of buy-in from all constituents.

The current process seems considerably less transparent: the timing is unfortunate and the smaller committee structure greatly reduces faculty involvement.

If there is a way that the survey can remain active through at least Spring 2012 Flex without slowing the overall search process, we encourage you to seek this additional faculty input.

#### ***Communication***

When no Academic Senate representative is able to attend a Board meeting, information from that Board meeting is not relayed to the faculty until the Board minutes are published.

Faculty concerns about the search process might be different if the information that was published in the Board Agenda/Minutes ( December 13, 2011) was available to faculty before the last Senate meeting (December 8, 2011).

Anything you can do to help close that information gap will be appreciated.

#### ***Curricunet and Blackboard***

Both of these systems have major problems and training faculty is not going to resolve the issues.

Educational Technologies is currently reviewing other Learning Management Systems and will complete a recommendation before our current Blackboard contract expires.

Curricunet is having a very negative impact on curriculum development. It is very cumbersome and time consuming for faculty – a huge issue for CTE faculty who have dozens of courses to update. Training will make some of this effort easier. The bigger issue is that Curricunet discourages faculty discussion of curriculum and encourages a rubber stamp approach. This is more difficult to solve.

**Completed:**

***Equivalency***

The Senate approved revised equivalency procedures at the December meeting.

These procedures were originally presented to administration in May, 2011; at that time they were part of AP 7120 Hiring Practices. Human Resources decided to modify AP 7120, make equivalency a separate policy AP 7211, and suggest major changes.

Although there are still some issues, the Senate strongly suggests moving forward with the policies and procedures so the Equivalency committee can be formally established and involved in the faculty hire process.

***Spring Flex Calendar***

Flex is January 25 – 27 and this year's theme is "Connecting with the Modern Student".

**In Progress:**

***Outcomes and Assessment***

The Senate is considering a constitution change to fold the current responsibilities of the Professional Standards Committee into Faculty Development and Educational Policies, and replace the Professional Standards Committee with a new Outcomes and Assessment Chair.

This is not meeting with unanimous approval from faculty; there are some serious concerns about the Senate assuming responsibility for Outcomes and Assessment.

The change will have a 2<sup>nd</sup> reading at the February 10, 2012 Senate meeting and then requires a 2/3 vote of all full time faculty.

***College Hour***

After several years of discussion, the Senate has developed a proposal that seems acceptable: Tuesday and Thursday from 12:30 to 1:30. Participation is not mandatory: faculty and administration are encouraged to limit classes during these hours. Two Thursdays will be reserved for Senate meetings; two Tuesdays will be reserved for Student Clubs and "Arena"



student advising; remaining Tuesday and Thursday hours will be available for discipline and school meetings.

***“Meet Your Faculty” Day***

Interim VP Gonzalez, the Senate and ASCOD are working on plans for a day in which faculty gather in the Cravens Center and “meet” students.

***Outreach Cadre***

Instructional faculty will volunteer to “shadow” counselors as they visit high schools.

***Distance Education Check-In Policy***

Students in online classes will have twenty four hours to “check in” to the class before being considered a “no show”. Online instructors are encouraged to create a very visible “Check In” button and procedure so students know immediately what they need to do.

***Training for Distance Education instructors***

Felix Marheunda-Donate is conducting a series of training sessions for current and future distance education instructors.

***Distance Education – Regular Effective Contact***

Educational Technologies is working on a policy to define regular effective contact for distance education courses. This is important to students and can also impact FTES calculation.

***Prerequisite – Content Review***

The state now allows prerequisites to be justified using content review rather than content review plus data analysis. The state Academic Senate promoted this change and it is a good one. However, the state requires that we write local policies on how we will validate that our content review process is adequate.

We are unable to approve any cross-discipline prerequisites until we have a policy in place so this will be top priority for the Senate in Spring 2012.

Happy Holidays,

Zerryl Becker, Academic Senate President

## Faculty Association Report – December 2012

### Faculty Accomplishments:

#### Ruth Nolan reports:

- She is a participating scholar, California desert literature, in the Santa Clara University-California Legacy Project "Nature Dreaming" higher education literature project, a radio program that showcases literature of the various regions of California, 2011. Sponsored by the California Humanities Council and National Endowment for the Arts. Representing College of the Desert and the California desert in literature. [http://californialegacy.org/project\\_scholars/index.html](http://californialegacy.org/project_scholars/index.html)
- She is an editor for, "No Place for a Puritan: the literature of California's deserts" (Heyday Books, 2009) - a comprehensive, historical and cultural overview of California's deserts; in use for all of my English 1A & English 1B courses as an educational and literary reader and soon to be adopted at several other universities and community colleges throughout California.
- She has been invited to be part of a panel presentation-lecture, along with several other California community college professors/regional anthology editors, for the "Re-imagining the California Dream: Developing a New Cultural Narrative" at the 2012 MELUS - Society for the study of Multi-Ethnic Literature of the United States - Conference at Santa Clara University next April.
- She is a contributing freelance writer to the local Desert Star Weekly Alternative Weekly newspaper, covering issues related to California literature and conservation, and have built internship connections and opportunities between COD creative writing/journalism students and the Desert Star Weekly.

#### Douglas Kroll reports:

- On Saturday, November 19, he spoke at the Palm Springs Air Museum on "The History of Coast Guard Aviation."
- Jack Tapleshay reports that he finished the semester with his highest retention and success rates ever. He accomplished this by redesigning his research techniques criteria, and developed a new method to insure higher quality research essays. As a means of assessing his students beyond their grades, he requested written evaluations from them. Their writing confirmed that his revamped teaching strategies paid off. Jack states, "I realized I may have done my best teaching this term because I allowed myself to focus on what I do best . . . teach . . . whatever the district paid me this semester, it got its money's worth!"
- Gary Bergstrom and Vida Rossi-Dean finished their first semester learning community focusing on Accelerated Reading and English. Reading had a success rate of 58% which is less than what he hoped for in his November report. This might sound slightly low but it is important to remember the following:
  - The average success rate for all credit courses at the college in general is 69%. Accelerated Reading is a bottomless class. The assessment test range for Reading 50 is 0-64. There were three students in Accelerated Reading who assessed in with an

average score of 30. If those three students were removed from the statistics, the success rate for Accelerated Reading would have risen to 69%.

- There was little correlation between assessment test scores and success rates. In fact there were four students who assessed into mid to high Reading 51 – who failed the class. And there were four students who assessed into mid Reading 50 – who passed the class.
- The average success rate for the Reading program in general is 70%. Assuming 80% of the students who pass Reading 50 enter into 51 and 70% of them pass, you have a success rate of only 39% for students who follow the traditional 50/51 path. Already Accelerated Reading is beating this statistic by 19% thus moving more students into college level classes at a faster rate plus saving them and the college money. If we beat the traditional sequence by only 10% it would be huge. We are, in fact, already beating it by almost twice this amount.
- Let's assume my transfer rate of 80% from 50 to 51 is off. Let's assume 100% of the students who pass 50, go on to 51. (Which of course never happens – but let's assume it does.) What is the final success rate then? It rises to 49%. Again – Accelerated Reading had a success rate of 58% - a 9% improvement.
- Gary Bergstrom and Vida Rossi-Dean are going to offer a different version of the Accelerated Reading/English learning community in the fall with an emphasis on health sciences. All research points to higher success rates in basic skills when the subject matter is linked to regular content classes. Again, this is good for students; this is good for the college.
  - We are going to offer a total of three accelerated Reading/English learning communities in the fall: two traditional & one on the health sciences.

Other:

As I have reported over the past four months, here at COD the faculty routinely go above and beyond their contractual duties. They do this out of a passion for our students, for the pursuit of excellence AND for the good of the college. As we enter into contract negotiations (our first bargaining session was this week), I hope that the district continues to provide an environment that encourages and recognizes passion and pursuit of excellence.

None of us want to see a campus where employees work simply to the letter of the contract because they have been discouraged and disheartened by efforts to erode well-deserved salaries and benefits.

Your faculty association recognizes that the budget maelstrom in Sacramento is creating very real challenges on our campus. As repeatedly stated, we look forward to working with the district to find solutions to these challenges.

Happy holidays,

Gary Bergstrom – President

- 🏰 **Negotiations** – No meeting dates have been scheduled.
- 🏰 **CSEA Chapter News** – Our chapter holiday party is Friday, December 16th in the Hilb Center. Board members and President Patton are invited to join us. It starts at 11am until 1pm. Three new chapter officers were declared elected at our November meeting and will take office January 1<sup>st</sup>. Our new Chapter President is Lauro Jimenez, Programmer; Chapter 3<sup>rd</sup> Vice President is Jesus Madrid, Groundskeeper; Public Relations Officer is Pam Chapman, Administrative Assistant. I am confident that our chapter will continue to run smoothly and strongly as we transition our new officers.
- 🏰 **CSEA State News** – CSEA is tackling many issues such as: the governor’s pension reform proposals, the paycheck deception initiative, equity funding for community colleges in Prop 98, \$250million cuts statewide to school transportation, health care issues, etc. There are some pretty strong misconceptions about what we as classified staff contribute to the process of running our schools and we are trying to keep up with all the deceptive media information. I have to take pause when politicians seriously suggest that grade school children should do the janitorial work at our schools, but these are the types of ridiculous suggestions that we’re hearing. The budget deficits are not the result of classified malfeasance or overpaid retirements on our part and we must stand strong to prevent our rights from being carved away. We will be relying on members to stay educated on the issues so that we don’t lose what we’ve fought for over the years.
- 🏰 **So Long, Farewell, Aufwiedersehn, Goodnight** – As you know this is my last Board report as President of Chapter 407. I want to thank the Board for agendizing our classified input consistently each month and giving us the respect and consideration that you have over the years. There have been some very difficult decisions made campus wide and when the going got tough the board and this administration turned to us and allowed us to have input and to help pave our own way rather than impose untenable decisions upon us. It is my hope that with the changeover in President Patton’s position that we can continue to work together through the inevitably tough times to come. We will continue to be part of the solution.

From all Classified Staff here at COD:



Mary T. Lisi President, CSEA Chapter 407

COD Board of Trustees  
Alumni Association Report  
December 9, 2011

The three day Street Fair, over the Thanksgiving weekend, was a big success. The three days grossed \$60,600.

A great time was had by all at the Annual Alumni Donut Social held this past Wednesday.

The Alumni Association made contributions to the COD Foundation in support of the following:

\$2,500 for the Nurses Pinning Ceremony

\$2,500 for the Public Safety Academy  
Graduation Ceremony

On behalf of the Alumni Association, its Board of Directors, and staff, we wish you a happy holiday season.



## **Board of Trustees Presentation**

# **ARCC 2011**

## **2009/10 Reporting Period**

**December 16, 2011**

# Accountability Reporting for the California Community Colleges



- 
- **Background**
  - **ARCC is the colleges' main measure of Effectiveness**
  - **California State Assembly Bill AB 1417 (Pacheco, Established 2004) required the California Community Colleges to recommend to the Legislature and Governor an annual evaluation of community college performance**
  - **Timeline**



# ARCC Indicators

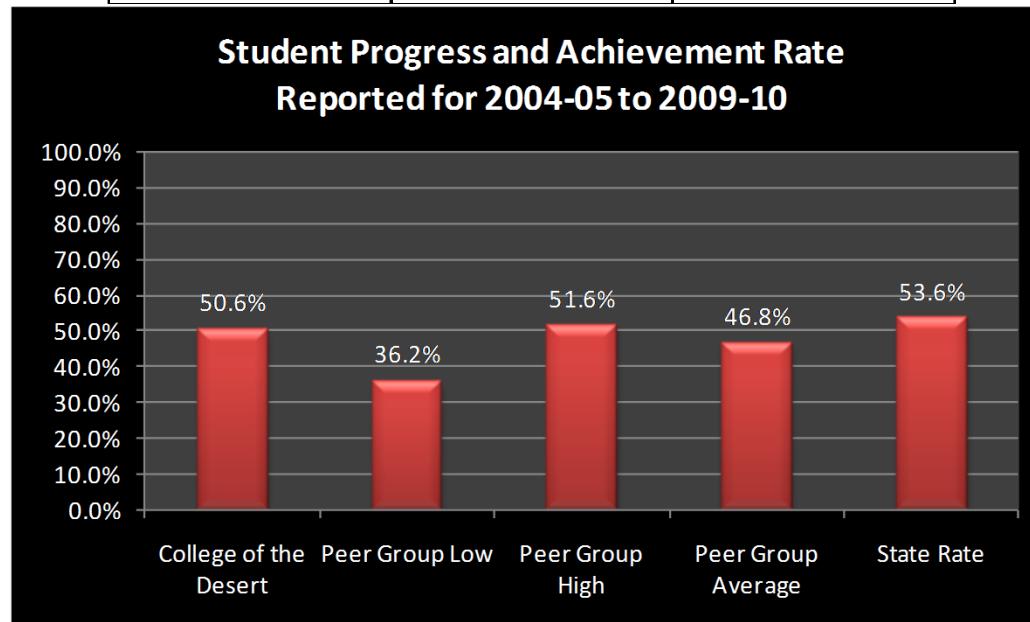
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- 1. Student Progress and Achievement Rate**
- 2. Percent of Students Who Earned at Least 30 Units**
- 3. Persistence Rate**
- 4. Annual Successful Course Completion Rate for Credit Vocational Courses**
- 5. Annual Successful Course Completion Rate for Credit Basic Skills Courses**
- 6. Improvement Rates for Credit ESL Courses**
- 7. Improvement Rates for Credit Basic Skills Courses**
- 8. CDCP Progress and Achievement Rate**

# Indicator #1 - Student Progress and Achievement Rate: Degree/Certificate/Transfer

The percentage of first-time students who showed intent to complete and who achieved any of the following outcomes within six years: Transferred to a four-year college; or earned an AA/AS; or earned a Certificate (18 units or more); or achieved "Transfer Directed" status; or achieved "Transfer Prepared" status.

2002-2003 to 2007-2008	2003-2004 to 2008-2009	2004-2005 to 2009-2010
46.4%	50.6%	50.6%

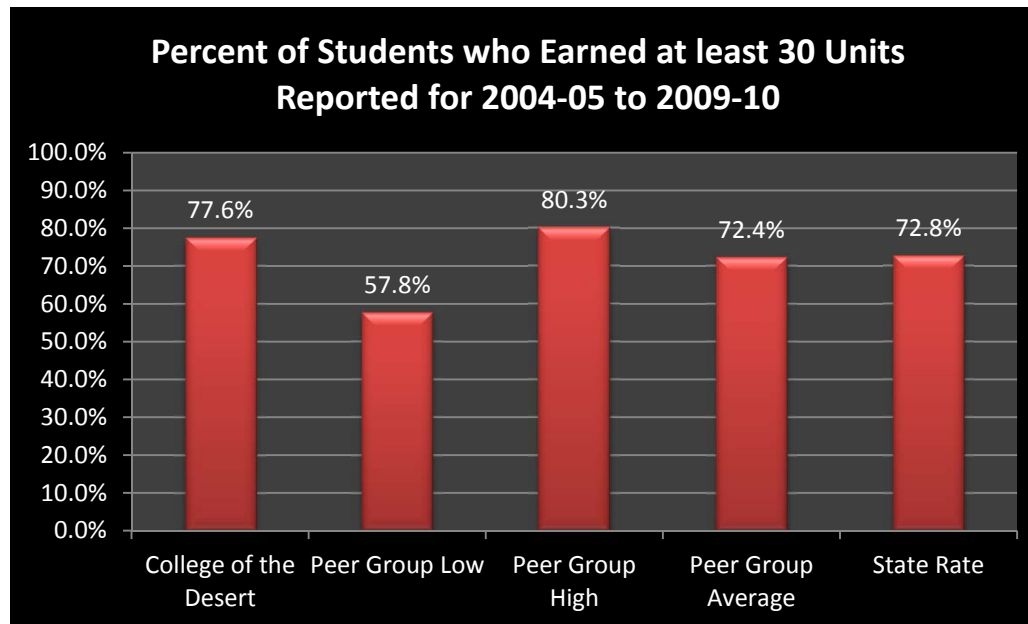


College of the Desert % difference to	
Peer Group Average	State Rate
3.8%	-3.0%

## Indicator #2 - Percent of Students Who Earned at Least 30 Units

The percentage of first-time students who earned min. 12 units and attempted a degree/certificate/transfer course within six years of entry, and who earned at least 30 units while in the CCC System.

2002-2003 to 2007-2008	2003-2004 to 2008-2009	2004-2005 to 2009-2010
<b>78.1%</b>	<b>76.8%</b>	<b>77.6%</b>

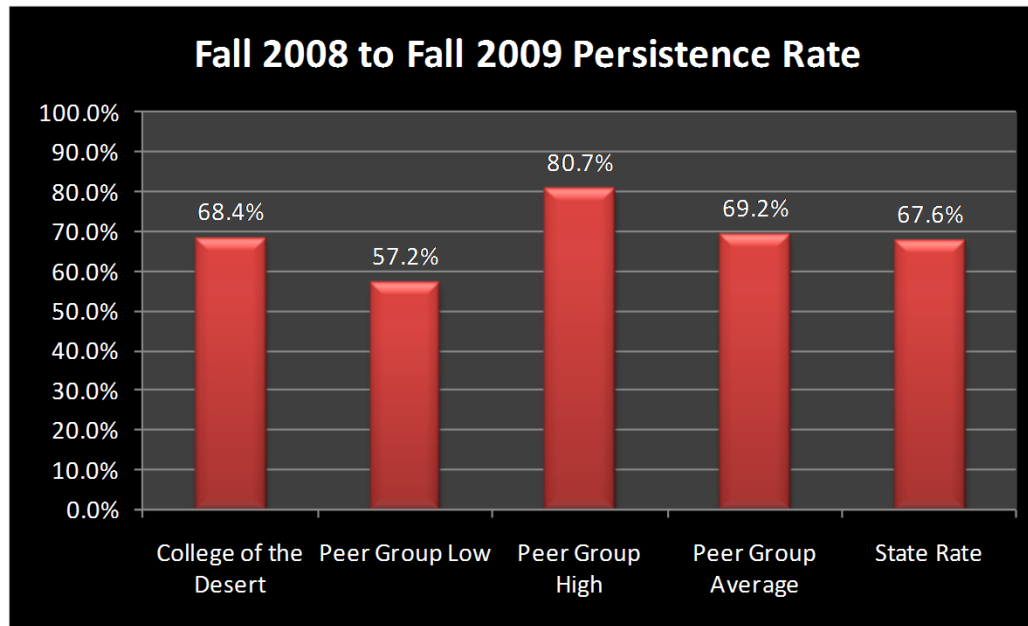


College of the Desert % difference to	
Peer Group Average	State Rate
<b>5.2%</b>	<b>4.8%</b>

## Indicator #3 – Annual Persistence Rate

The percentage of first-time students with a minimum of six units earned in a Fall term and who returned and enrolled in the subsequent Fall term anywhere in the system.

Fall 2006 to Fall 2007	Fall 2007 to Fall 2008	Fall 2008 to Fall 2009
68.5%	68.0%	68.4%

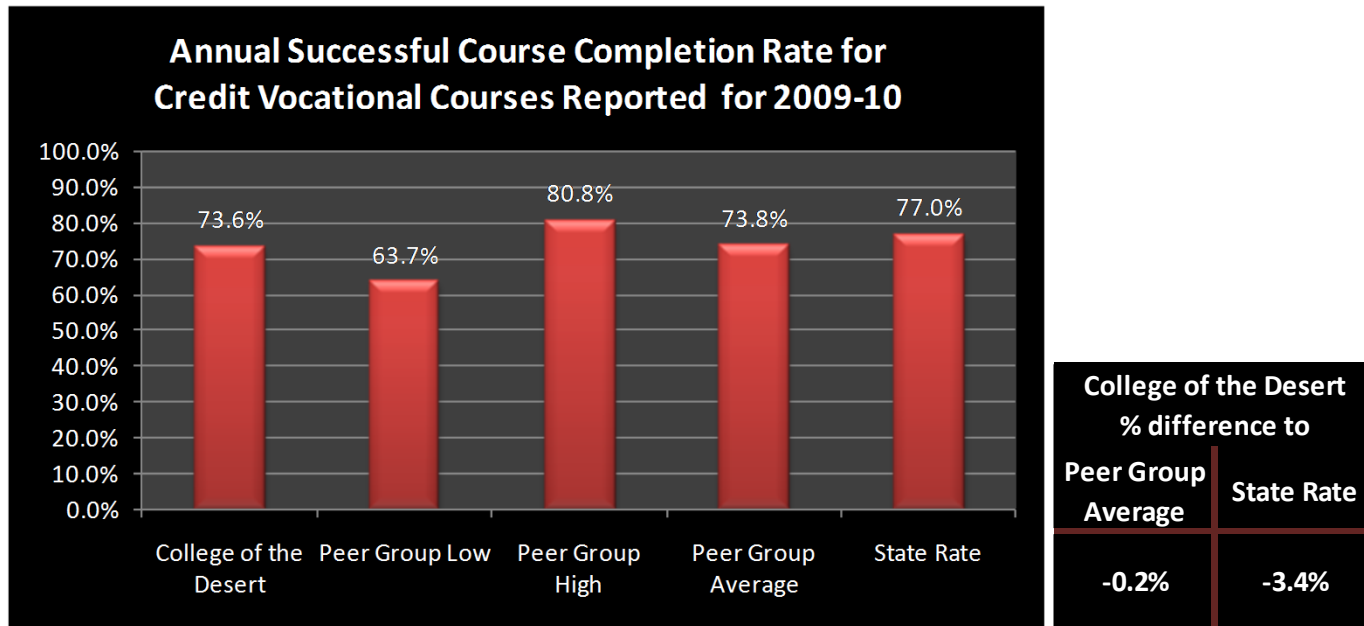


College of the Desert % difference to	
Peer Group Average	State Rate
-0.8%	0.8%

# Indicator #4 - Annual Successful Course Completion Rate for Credit Vocational Courses

The annual rate of successful course completion in credit vocational courses with a grade of A, B, C, or CR/P, and being retained to the end of the term.

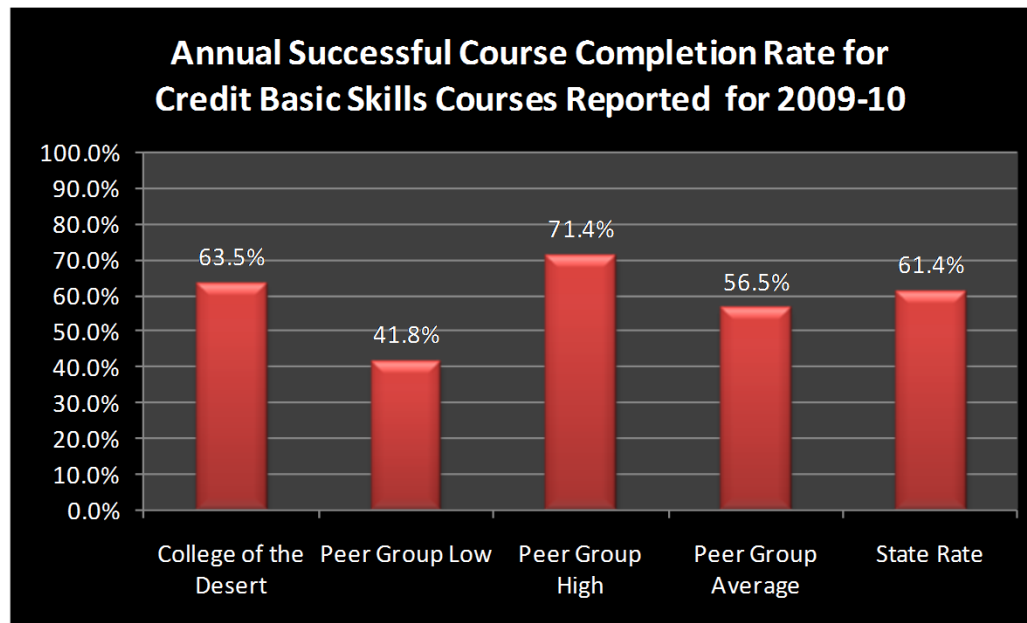
2007-2008	2008-2009	2009-2010
72.0%	74.3%	73.6%



# Indicator #5 - Annual Successful Course Completion Rate for Credit Basic Skills Courses

Success is defined by a grade of A, B, C, or CR/P, and being retained to the end of the term.

2007-2008	2008-2009	2009-2010
57.8%	60.7%	63.5%

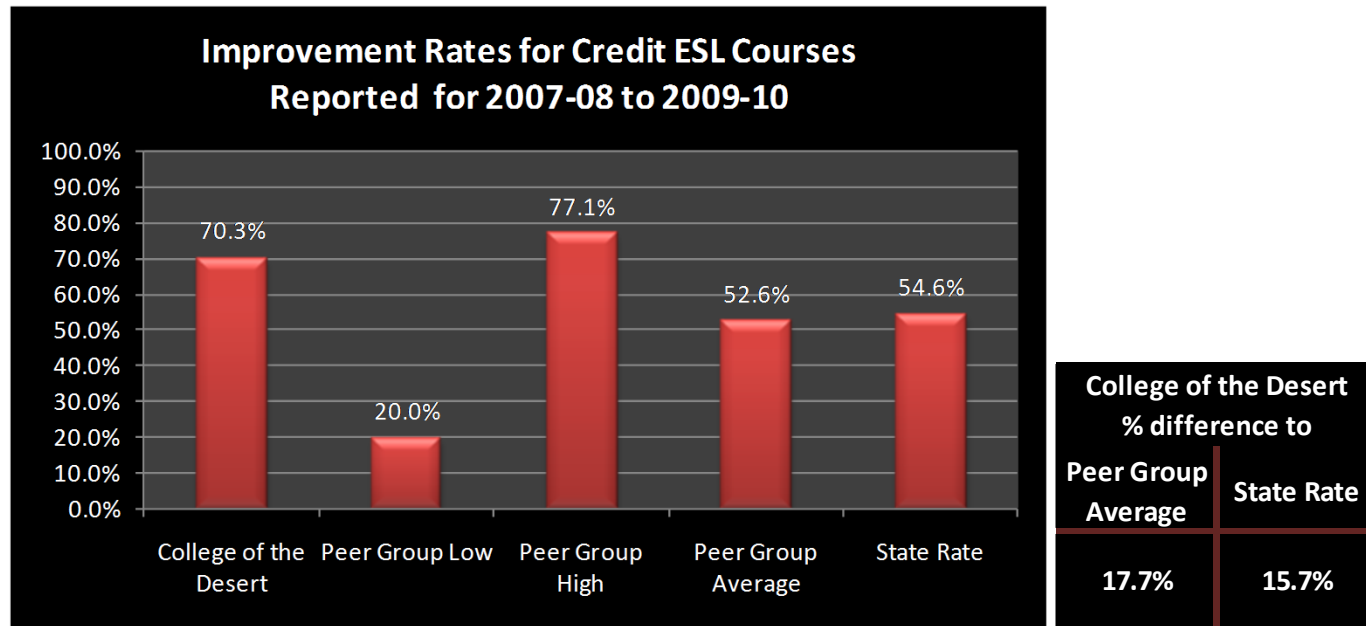


College of the Desert % difference to	
Peer Group Average	State Rate
7.0%	2.1%

## Indicator #6 - Improvement Rates for Credit ESL Courses

The percentage of students who enrolled in a credit ESL course, and then in a subsequent term completed a higher level credit course in the same discipline.

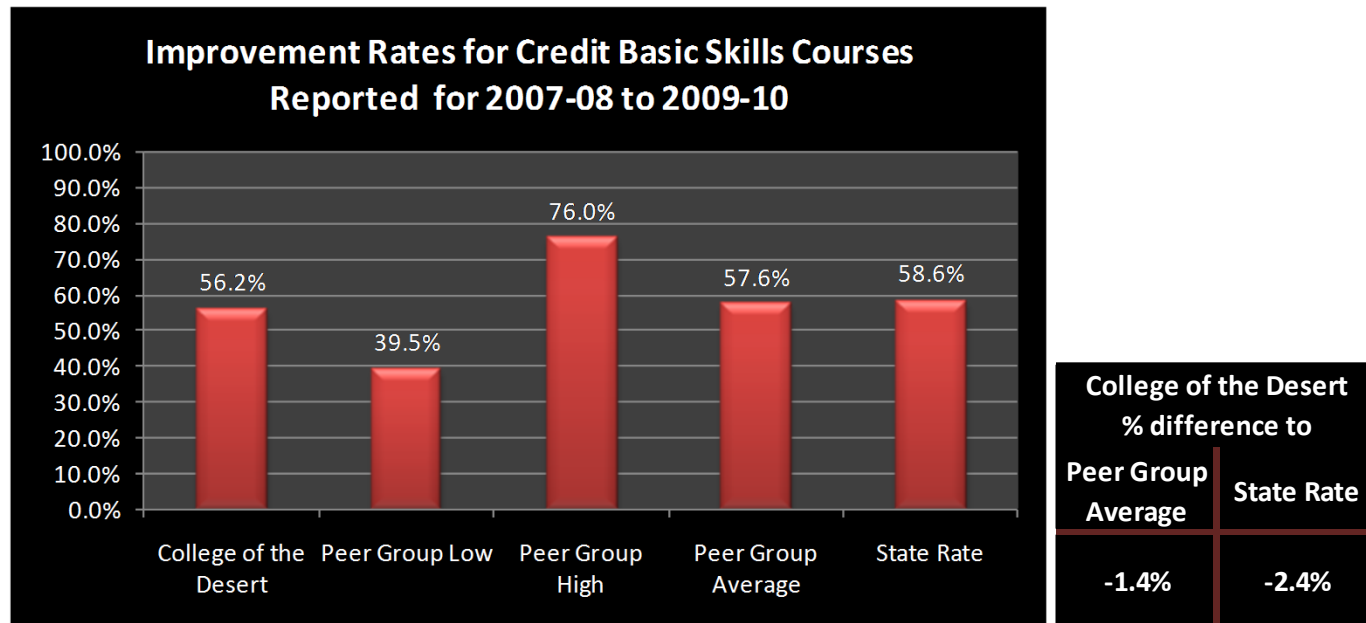
2005-2006 to 2007-2008	2006-2007 to 2008-2009	2007-2008 to 2009-2010
<b>73.9%</b>	<b>70.5%</b>	<b>70.3%</b>



## Indicator #7 - Improvement Rates for Credit Basic Skills Courses

The percentage of students who have enrolled in a credit Basic Skills course, and who then in a subsequent term completed a higher level credit course with a course program code in the same discipline (English, ESL, or Math).

2005-2006 to 2007-2008	2006-2007 to 2008-2009	2007-2008 to 2009-2010
<b>54.6%</b>	<b>57.0%</b>	<b>56.2%</b>





## **Indicator #8 - Career Development and College Preparation (CDCP) Progress and Achievement Rate**

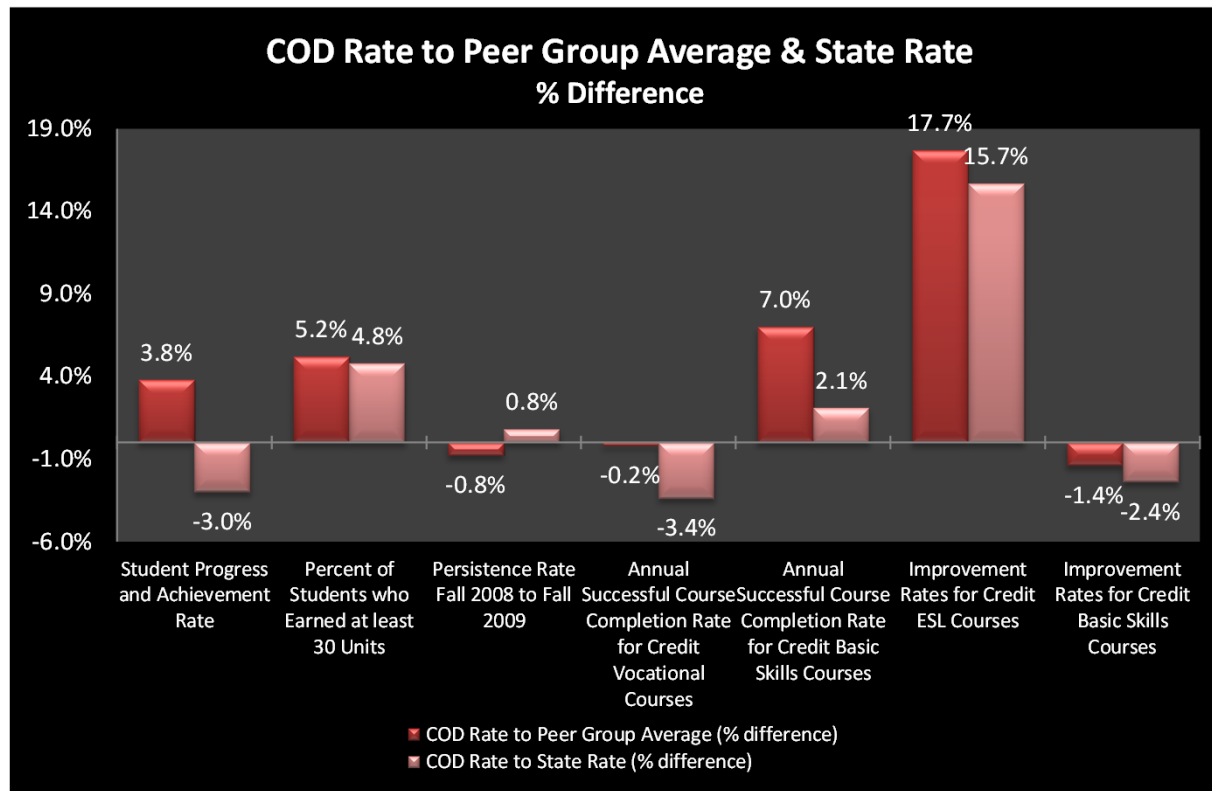
The percentage of first-time students who in their initial term at a CCC or their initial term plus the successive term completed a minimum of 8 attendance hours in any CDCP courses and achieved the following outcomes within three years of entry:

- Completed at least one degree-applicable credit course
- Earned a CDCP certificate
- Achieved “Transfer Directed”
- Achieved “Transfer Prepared”
- Earned an associate degree (AA, AS) and/or Credit Certificate
- Transferred to a four-year institution

<b>2005-2006 to 2007-2008</b>	<b>2006-2007 to 2008-2009</b>	<b>2007-2008 to 2009-2010</b>
<b>2.9%</b>	<b>1.7%</b>	<b>2.7%</b>

# Summary

## COD to Peer Group & State by ARCC Indicators



The COD is above or close to peer group average on 5 of 7 indicators . The COD was below its peer group on Persistence Rate and Improvement Rates for Credit Basic Skills Courses. The COD is above state rate on 4 of 7 indicators.

# Complete ARCC 2011 Board Presentation

Available on our website at:

[Complete ARCC 2011 Presentation](#)

# DEVELOPING HISPANIC-SERVING INSTITUTIONS PROGRAM (TITLE V)

COD Board of Trustees Presentation

December 16, 2011

Adrian Gonzales, Interim VP of Student Affairs

# Purpose & Eligibility



- Sponsored by the US Department of Education
  
- Provides grant funds to enable HSIs to expand and enhance:
  - Academic Offerings
  - Program Quality
  - Institutional Stability
  
- College must have FTE student enrollment of at least 25% Hispanic

# Grant Term & Funding

---

- 5 year “*individual development grant*” which is non-renewable; however you can apply for a new individual grant at the end of the term
- Allowable to receive an individual grant and a “*cooperative arrangement development grant*” simultaneously
- **\$650,000 annually** for a total of \$3.2 million over 5 years (October 2010 – September 2015)

# Major Initiatives



1. College Readiness Initiative
2. Financial Aid Awareness & Financial Literacy
3. Early Alert Program
4. Strengthening Research Capacity

# 1. College Readiness Initiative



- **Summer Bridge** for English and Math
- **Academic “Boot Camp”** to develop basic skills in English and Math
- **Student Development Workshops**
- **Increased Counseling** services at the EVC
- Development of a **Supplemental Instruction** model at the EVC
- Creation and utilization of **Counseling Support Assistants**



## 2. Financial Aid Awareness & Financial Literacy

---

- **FAFSA** awareness and application workshops
- **Financial Literacy** workshops
  - Developing and maintaining a budget
  - Understanding Credit Cards
  - Repairing your Credit
  - Utilization of loans
- **Financial Aid Outreach Specialists**

# 3. Early Alert Program



- **On-line Referral Process** for Faculty to communicate with Student Affairs service areas
- Includes the development of a **Strategic Plan for Retention**
- **Integration with Datatel**

## 4. Strengthening Research Capacity



- Identification of **Student Affairs Cohorts**
- Development of **Research models**
- Implementation of **automated faculty & student drop survey**
- **Dedicated Researcher** for Student Affairs areas

# Staffing



- FT Director
- FT Secretary
- FT Counselor
- FT Supplemental Instruction Coordinator
- 2 PT Financial Aid Outreach Specialists
- 2 PT Counseling Support Assistants
- PT Researcher for Student Affairs
- Faculty Stipends and Consultant Contracts

## **VOLUNTARY FRAMEWORK OF ACCOUNTABILITY**

### **American Association of Community Colleges**

#### **What is the VFA?**

The Voluntary Framework of Accountability is the first national system of accountability specifically FOR community colleges and BY community colleges. Leadership in the sector is defining the most appropriate metrics for gauging how well our institutions perform in serving a variety of students and purposes.

The VFA is structured as a three-phase initiative and is currently in Phase II, which will end in fall 2011 with the completion of:

- A technical manual to define and instruct calculation of measures
- A framework for guiding colleges in the assessment of student learning outcomes
- A blueprint and mock-up of a data collection and display tool
- The preliminary results of pilot testing
- A strategic plan for college participation and engagement in the VFA

Phase III--the availability of the VFA to all community colleges--is anticipated to start in 2012.

#### **Why VFA?**

Among community college leaders there is a growing concern that providing access to students is not enough and that colleges must also assume responsibility for increasing success rates. Additionally, pressure has been building for institutions of higher education to provide greater accountability to the public and other stakeholders.

Lack of commonly accepted performance measures has often led to misperceptions and frequently an underestimation of community college effectiveness and contributions. It has also limited the ability of the institutions to identify problems and to set goals for improvement of outcomes. Thus, the VFA is designed to help community colleges create sector-appropriate reporting formats and share them publicly.

As a national accountability framework FOR and BY community colleges, the VFA will provide:

- Measures appropriate to community college missions and the students served
- Usable and consistent definitions to enable benchmarking and collaboration
- Measures by which community colleges should be held accountable and therefore can be used to influence policy conversations with stakeholders

## **Proposed Student Progress and Outcomes Measures**

### **A. College Readiness Measures**

- reporting on all students in the initial VFA cohort who are referred to developmental education;
- reported at the end of year two and at the end of year six;

1. % of students that attempt first math or English/reading developmental education course
2. % of students that complete highest level math or English/reading developmental education course
3. % of students that complete first college-level course in math or English/reading
4. % of students that complete all developmental education

### **B. Progress Measures**

- Reporting on all students in the initial VFA cohort;
- Reported for students who attempted 15 credit hours by the end of the initial two years of the 6-year tracking period;
- Reported at the end of year two and at the end of year six;

1. % course success rate in term one
2. % of students that reach credit thresholds by end of year two (24=part-time; 42=full-time)
3. % of students that are retained from fall to next term or completed;
4. % of students that reach year two outcomes as follows:
  - a. Still enrolled at your institution
  - b. Transferred to a 2-year or 4-year institution
  - c. Completed certificate or degree
5. % of course success rate at the end of year two

### **C. Outcomes and Success Measures**

- Reported separately for:
  - The initial VFA cohort at the end of year six;
  -

1. % of students that earn an associate's degree – without transfer
2. % of students that earn an associate's degree – with transfer
3. % of students that earn an award of less than associate's degree (certificate) – without transfer
4. % of students that earn an award of less than associate's degree (certificate) – with transfer
5. % of students that transfer to a 4-year with no degree or certificate
6. % of students that laterally transfer (attendance at another community college)
7. % of students that are still enrolled during the sixth academic year
8. % of students that left institution, no award or transfer; good academic standing (30+ credits; 2.0 GPA)
9. % of students that left institution (not in good academic standing)

## **Proposed Workforce, Economic, and Community Development Measures**

### **A. Career and Technical Education Measures**

- Measuring outcomes for students that complete programs (both credit and non-credit) in Career and Technical Education (CTE) or leave the college with a minimum of 300 contact hours in CTE;
  - Reported annually or as indicated in the definition of the measure;
1. Number of awards in CTE
  2. Licensure exam passing rate
  3. % of CTE students that complete a program (both credit and non-credit) or earn 300 contact hours and are employed with a livable wage
  4. Median wage growth of CTE students

### **B. Non-Credit Courses**

- Reported annually or as indicated in the definition of the measure;
1. Non-credit workforce enrollment
  2. Number of state/industry-recognized credentials
  3. Transition from non-credit to credit

### **C. Adult Basic Education / GED Measures**

- Reported annually or as indicated in the definition of the measure;
  - Reported for separate population from the initial VFA cohort and CTE students;
1. % of students that complete ABE/GED
  2. % of ABE/GED students that enroll in more education or gain employment

### **Proposed Approach to Student Learning Outcomes (SLOs)**

For the assessment of student learning outcomes, the VFA will encourage the use of a nationally benchmarked measure of learning. As we enter the pilot phase, we will be providing pilot sites with:

1. A listing of existing nationally benchmarked measures of student learning outcomes and the information on using these assessment instruments including what they measure and how they are administered.
2. A mechanism to report other data on nationally normed instruments that measure institutional efficacy.
3. A format for colleges to provide links to or submit their institutional materials and local assessments of SLOs.

Simultaneously, the VFA will issue a challenge to the field to develop SLO assessments that meet criteria of relevance to community colleges and their unique student populations.

The criteria that will be used to challenge the test developers are yet to be formalized. As a starting point, though, the VFA's SLO Working Group identified the following broad areas of learning as appropriate outcomes for community colleges to measure:

1. Analytical reasoning and critical thinking
2. Communication (ability to speak, read, write, and listen)
3. Innovative and creative thinking
4. Quantitative literacy
5. Information literacy
6. Teamwork and collaborative skills
7. Global Understanding and citizenship
8. Content/career specific skills and knowledge

More research is needed to determine if, to begin, these are the learning outcomes that are most appropriate to our institutions and, if so, what assessments can be developed so that they can be examined across our colleges.



# Recommendations Overview

*8 areas of focus with 22 recommendations*

1. Increase college and career readiness
2. Strengthen support for entering students
3. Incentivize successful student behaviors
4. Align course offerings to meet student needs
5. Improve education of basic skills students
6. Revitalize and re-envision professional development
7. Enable efficient statewide leadership and increase coordination among colleges
8. Align resources with student success recommendations