



**COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVE  
PALM DESERT, CA 92260  
FRIDAY, MARCH 20, 2015  
9:30 am**

- I. CALL TO ORDER** - Chair Stefan called the meeting to order at 9:37 am and asked Trustee Broughton to lead the pledge of allegiance.

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

Trustee Broughton  
Trustee O’Neill  
Trustee Stefan  
Trustee Sanchez-Fulton – Absent (excused)  
Trustee Wilson – Absent (excused)  
Student Trustee Campbell (arrival 10:30 am)

Parliamentarian – Carlos Maldonado  
Recorder – Angela Walton

Chair Stefan reported that Trustee Wilson and Trustee Sanchez-Fulton are attending a national conference in New York and are excused from this meeting.

**II. BOARD MEETING AGENDA**

Confirmation of Agenda – Approve the agenda of the regular meeting of March 20, 2015, with additions, corrections, or deletions.

Trustee O’Neill requested deleting Action Item 1, Board Policy 2210-Officers of the Board, as the material was not ready for this meeting; requested postponement until April Board of Trustees meeting.

Chair Stefan announced that the Academic Calendar will be added to this agenda under Human Resources as an action item; Chair Stefan reported that the Academic Calendar was approved by the Academic Senate the day before this Board meeting and could not have been listed on the agenda by its posting date.

There were no more changes to the agenda. The agenda stands approved as amended.

**III. CLOSED SESSION**

1. **CONFERENCE WITH LABOR NEGOTIATOR**, Pursuant to Section 54957.6; unrepresented groups & labor unions on campus include CTA, CODAA, and CSEA; Agency Designated Representative: Dr. Joel L. Kinnamon
2. **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:** Section 54956.9 (d)(2/3/4) Specify number of potential cases: 4
3. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 019, 502 190 020, 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

Agency Negotiator or Designee: Dr. Joel Kinnamon

#### **IV. OPEN SESSION**

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

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

President Kinnamon reported that over the past year, COD has been working through the process of reviewing and updating agreements with all auxiliary organizations, including the COD Foundation, for the purposes of clarifying roles and responsibilities, sharing compliance with fiscal, regulatory and code requirements as well as looking for opportunities to leverage strategies, improve communication, and increase resource efficiency. As the Board of Trustees reviews contracts and agreements with the Alumni Association, this has been done in an effort to expand alumni membership and continue to build and strengthen longstanding relationships with the Alumni Association. Dr. Kinnamon complimented the Street Fair, which has been enormously supportive of COD students over the years, and announced that the contributions of the Street Fair merchants were recently recognized by the bestowing of the President's Award at the Hall of Fame event. Dr. Kinnamon stated that the Alumni Association currently operates in similar fashion to an auxiliary organization, as it is organized as a 501(c)(3) with a separate Board of Directors, yet they are using the college name and logo. Dr. Kinnamon commented the Alumni Association actually operates independently from COD with no direct oversight, reporting or transparency requirements, and this has led to confusion regarding the role and responsibility of the college and its Board of Trustees, as well as conformity issues with regard to the Education Code and other state/federal laws. Dr. Kinnamon reported that over the past few months, they have been discussing opportunities with the Alumni Association Board to align their efforts and work collaboratively with COD within an auxiliary structure to ensure compliance to college rules, regulations and codes, to increase transparency and collaboration, maintain the Street Fair location at the Palm Desert campus, and maximize opportunities for COD students and expand Alumni programs. Dr. Kinnamon stated that the college Board of

Trustees plans to update the memorandum of agreement with the Alumni Association and a renew the contract for the Street Fair. Once these have been accomplished, Dr. Kinnamon stated that a resolution will be brought before the college Board to formally dedicate funds raised by the Street Fair to provide student support at COD. In addition, a task force will be established to expand ways for strengthening alliance between COD and the Alumni Association and increase alumni relations. Dr. Kinnamon expressed his gratitude to the Alumni Association.

Dr. Kinnamon spoke briefly of Mrs. Jeannie Hilb, founding president of auxiliary/alumni, and her contributions to the Alumni Association and the inception of the Street Fair.

## **VI. PUBLIC COMMENTS**

1. Mary Smith- vendor at street fair since 1986. Ms. Smith expressed her concern of the future of the Street Fair, stating that the college should remain separate from the Street Fair. Parking issues have had an impact on the vendors.
2. Jason Barlow – merchant and Board President of the Alumni Association Street Fair. Mr. Barlow expressed concerns of the future of the street fair should it come under control of COD.
3. Patt Savastano – Street Fair merchant for seven years, and employs two students a year. Ms. Savastano expressed concern over having the Street Fair reporting to an “executive”.
4. Terry Weitzman – thirteen-year merchant at Street Fair, and employs a COD student. Expressed concern of the Street Fair coming under the control of the college, stating that he feels the Alumni Association and Merchants Association are helping to strengthen the Street Fair.
5. Cecilia Lumas – Ms. Lumas has been granted scholarship funds through the Alumni Association and is a member of the Alumni Scholarship Club. She stated that she feels the Alumni Association is doing a wonderful job without college oversight.

At this juncture, Chair Stefan asked the Board if they wanted to extend more time to the public comments. No objections to continuing.

6. Cristal Salcido – former President of the Alumni Scholarship Club and is a former recipient of the scholarship. She stated she sees the impact the Alumni Association has as it enhances the student experience at community college level, helps to create networking skills among students and the staff at COD. The Alumni Scholarship Club has had the opportunity to go on many trips all funded by Alumni Association, and student involvement in the Alumni Association is high.
7. Larry Salas – secretary of Alumni Association; distributed correspondence to the Board. Mr. Salas stated that he has a long history with the college; graduated in 1972 from COD, and currently counsels at Coachella Valley High School. Mr. Salas stated that the Alumni Association has a lot to offer and they would appreciate the opportunity to continue serving students.
8. John Soulliere – current chair of Alumni Association board. Mr. Soulliere provided the history of the Alumni Association, and stated that the Alumni Association has not met with COD administration to determine if this change to an auxiliary model will be better

for the Alumni Association. Mr. Soulliere asked that COD Board of Trustees instructs staff to wait until May after the close of the Street Fairs peak season to begin looking at changes in the Alumni Association.

9. Craig Thiesen – vendor of street fair for 22 years. Mr. Thiesen expressed concern of the college taking over the Street Fair and stated that he does not feel change is necessary. Mr. Thiesen also expressed concerned about rate increases, stating that the two Boards should work together and work out a new agreement.
10. Jim Matthews – COD faculty member. Mr. Matthew’s responded to an address by Dr. Kinnamon to the Board of Trustees at its February Board meeting, stating that he felt the telling of the Cherokee legend indicated a message of intolerance of people who have a dissenting view from that of administration. Mr. Matthew stated that does not agree with the governance of the college, and that he feels the Board has permitted this situation to develop.
11. John Fernald – gave his speaking time to Karen Tabor from math department.
12. Karen Tabor – COD faculty member. Ms. Tabor reported that she provided regular reports to the Board as former Academic Senate president. Ms. Tabor stated that shared governance has been contradicted by the latest draft of the realignment proposal, stating that the proposal did not receive input through full senate regarding the math curriculum, discussions took place behind closed doors. Reorganization continues without opportunity to dialogue.
13. Kelly Hall – COD faculty member – advocating for the cross country program that benefits student athletes, and asked the Board of Trustees to allow the cross county program to continue at COD.
14. Teresa Ramon – community member – concerned that the cross country program may be suspended or terminated, and made an appeal to the Board of Trustees to continue the cross country program at COD.
15. Irie Jimenez – COD student - made an appeal to the Board of Trustees to continue the cross country program at COD.
16. Wendy Ansley – COD faculty member - made an appeal to the Board of Trustees to continue the cross country program at COD. Invited the Board members to come to her office to discuss the program at their convenience.
17. Julisa Jimenez – senior at Cathedral City high school, and plans to attend COD this year. She stated she was disappointed to hear that the cross country program was going to be suspended, but hopes she will still have the opportunity to join the team at COD.

## **VII. NEW EMPLOYEE INTRODUCTIONS**

Lisa Howell introduced Tim Nakamura, Director of Security and Emergency Preparedness. Mr. Nakamura provided a brief description of his background, and informed the Board that he graduated in 2000 from COD in Liberal Arts.

## VIII. MINUTES

Approve the minutes of the regular meeting of February 11, 2015.

Trustee Broughton reported that she provided minor corrections and grammatical changes prior to the Board meeting. The corrections were noted, and the minutes were approved with corrections.

## IX. REPORTS

Chair Stefan permitted the College of the Desert Faculty Association to present their report at this time.

- A. **CODFA (College of the Desert Faculty Association)** – Denise Diamond was present and gave a brief report.

## X. CLOSED SESSION (Cont'd)

The Board of Trustees recessed to closed session at 12:03 pm.

### 4. **PERSONNEL**

- a. **DISCIPLINE/DISMISSAL/RELEASE/APPOINTMENT**  
(Government Code Section 54957)
- b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**
  - Superintendent/President

## XI. OPEN SESSION

### **Closed session report:**

The Governing Board in closed voted to issue a Notice of Rejection of Claim pursuant to Government Code section.

Those who voted aye were: Trustee Broughton, Trustee O'Neill, Trustee Stefan

Those who voted nay were: None

Those who abstained from voting were: None

**Motion:** In closed session, a motion was made by Trustee Broughton and seconded by Trustee O'Neill to authorize President Kinnamon to enter into an employment agreement to appoint Jason Arebalos as the Director, Maintenance and Operations with a projected effective date of April 27, 2015. The placement is at Range IX, Step 3 of the Leadership Salary Schedule.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton  
**Abstain:** None

**Motion:** In closed session, a motion was made by Trustee O'Neill and seconded by Trustee Broughton to authorize President Kinnamon to enter into an employment agreement to appoint Tim Nakamura as the Director, Security and Emergency Preparedness with an effective date of March 2, 2015. The placement is at Range VIII, Step 5 of the Leadership Salary Schedule.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton

**Abstain:** None

**Motion:** In closed session, a motion was made by Trustee Broughton and seconded by Trustee O'Neill to authorize President Kinnamon to enter into an employment agreement to appoint Scott Cooper as the Dean, Student Success and Student Learning, with an effective date of March 2, 2015. The placement is at Range XI, Step 8 of the Leadership Salary Schedule.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton

**Abstain:** None

**Motion:** In closed session, a motion was made by Trustee O'Neill and seconded by Trustee Broughton to accept the resignation of Dr. James Berg resignation, Dean of School of Arts and Sciences, effective July 31, 2015 and reassign him to a faculty position for Fall Semester 2015 after following Ed Code process and determination of minimum qualifications.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O'Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton

**Abstain:** None

**Motion:** In closed session, a motion was made by Trustee Broughton and seconded by Trustee O'Neill to authorize President Kinnamon to enter into an employment agreement to appoint Cody McCabe as Director of International Education with an effective date of April 13, 2015. The placement is at Range XII, Step 3 of the Leadership Salary Schedule

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton

**Abstain:** None

**Motion:** In closed session, a motion was made by Trustee O’Neill and seconded by Trustee Broughton to authorize President Kinnamon to enter into an employment agreement to appoint Diane Wirth as the Interim Vice President, Human Resources with a projected effective date of June 1, 2015, ending no later than July 30, 2016. The placement of the Vice President is Range XIV, Step X.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan

**No:** None

**Absent:** Aurora Wilson, Mary Jane Sanchez-Fulton

**Abstain:** None

**XII. REPORTS (Cont’d)**

**B. ASCOD (Associated Students of College of the Desert)** – Student Trustee Eleanor Campbell provided the ASCOD report.

**C. Academic Senate** – Douglas Redman was present and gave a brief report.

**D. CODAA (College of the Desert Adjunct Association)** – David Bashore was present and gave a brief report.

**E. CSEA (California School Employees Association)** – Lauro Jimenez was present and gave a brief report.

**F. College of the Desert Foundation** – No report.

**G. Governing Board**

**Student Trustee Campbell** - congratulated Brenda Valdez, as she will be receiving an award during today’s meeting. Student Trustee Campbell informed the Board that she has also participated as a staff member at the Street Fair, and she stated she was glad they attended today’s meeting to share their concerns with the Trustees and thanked them for their presence. She reported she also attended Food Service Committee as well as the Green Council, and she also attended the workshop on AB540. Student Trustee Campbell reported that she still meets with students on Tuesdays and Thursdays during her office hours. Student Trustee Campbell met with Up with People, who will be donating funds to the Ophelia Project this year. Student

Trustee Campbell also reported that she will be helping with mental health fair with Denise Diamond.

**Trustee Broughton** – Trustee Broughton reported that she had been assigned to meet with EVP Anna Davies to discuss Student Services, and they had a successful and informative meeting. EVP Davies will be making a presentation on Student Services during the study session in today’s meeting.

Trustee Broughton reported that Glenn King, COD Director of Network Services and Communications, sent her report of one day’s emails sent to COD. In one day, the college had received over 66,498 emails; 57,975 of the emails were corrupt and unable to get through the COD network, so she thanked the IT staff for being vigilant in their efforts to keep the COD network safe. She also thanked all COD staff and departments for their hard work and dedication and was pleased to know how each staff person is focused and involved in their jobs.

Trustee Broughton also addressed how we are changing our approach to incoming students paying attention to the types of assessments or placements a new student should have upon entering COD. Trustee Broughton reported that there is change in California STAR Testing, stating that it will now offer an 11<sup>th</sup> grade student the option of having a California college assess and “place” that student. She stated that she is looking forward to seeing if this new option has an impact on appropriately placing students at COD.

**Trustee O’Neill** – Trustee O’Neill stated that he was concerned that two trustees were previously approved to travel during this Board meeting, as important information was presented at this this meeting. Trustee O’Neill stated that he is also concerned that COD Board meetings are still not broadcast in an Apple format, which may have provided the traveling trustees the opportunity to view this meeting real-time. Constituent groups who use Apple would also not be able to view this meeting is they so desired, and Trustee O’Neill reported he has been asking the IT department to move forward on this issue, as he has been for the past four years.

Trustee O’Neill informed the Board that he has received a number of emails in the past month voicing concern over the early retirement item that appears on today’s agenda as an information item. Trustee O’Neill stated that some were of the opinion that the early retirement incentive is a plot to move people out of the college; Trustee O’Neill recounted comments from last year’s SERP and how some staff members regretted that they had not acted on it. Originally, there was no intention to issue another SERP this year; Trustee O’Neill stated that they responding to employees who expressed they wanted a SERP, and to not offer one this year may have presented a hardship to some staff members.

Trustee O’Neill congratulated KCOD students and advisor on their national recognition for their accomplishments at a recent New York event. Trustee O’Neill reported he was recently in New York and had hoped to attend the event, but was unable to. Trustee O’Neill reported that while he was in New York he noticed signage for La Guardia Community College, and was surprised that the sign was hand-painted on a piece of wood. He was surprised to find that this community college is in the warehouse district, and there is a distinct difference between this La Guardia community college and COD in its appearance. Trustee O’Neill stated that it does not matter



where education takes place, and all that is needed is dedicated staff and committed students. It is important that we realize we are a team to serve the communities we represent.

**Trustee Stefan** – Trustee Stefan wished everyone a Happy International Day of Happiness, and felt it appropriate for this meeting. Trustee Stefan told a story about her father who recently celebrated his 90<sup>th</sup> birthday, and also her family, and related her recent experiences with her family to the family of the college. Trustee Stefan urged everyone to remember why we do this job, and to keep the students first.

**President Kinnamon** - President Kinnamon wished Trustee Stefan a Happy International Day of Happiness.

At this time, President Kinnamon presented a Certificate of Appreciation to Brenda Valdez, former Student Representative on the Citizens' Bond Oversight Committee, a former Cathedral City high school student and COD student in kinesiology and sports medicine, and is also on the Dean's list with 4.0 GPA. Served on committee from 2012-through 2014. Is currently attending CSU Fullerton.

President Kinnamon stressed that the Board of Trustees and this college is committed to the Street Fair and to the Alumni Association. We are also committed to bringing it into compliance with ED Code as well as the Chancellor's office. In addition, Dr. Kinnamon reported that there are factors and issues that have occurred that necessitate that the COD Board of Trustees guard and preserve the Street Fair and the Alumni Association to ensure that students continue to receive support and merchants may continue to operate their businesses. Dr. Kinnamon reported that this issue will come back to the Board of Trustees for guidance once the issues are worked through with their colleagues at the Alumni Association to ensure that the funds that come from Street Fair operations continues to go to students and student support programs.

President Kinnamon also conveyed that they are committed to respecting the college process; he addressed the importance of the College Planning Council (CPC), stating that its role and its subcommittees are listed in the College Planning Council manual, and anyone interested in participating in any area of the college is welcomed to review the CPC manual to see how often each subcommittee meets, and everyone is invited to participate. Dr. Kinnamon stated that it is important to strengthen communication, maintain transparency and respect the governance process.

### **XIII. CONSENT AGENDA:**

#### **A. HUMAN RESOURCES**

1. Employment Group C Appointments
2. Employment Group A Appointments
3. Volunteers
4. Faculty – Tenure Review
5. ~~Resignations~~ *Pulled for discussion*
6. New Job Description: Accounting Manager
7. Professional Advancement-Faculty

8. ~~Rescind Approval of Job Descriptions~~ *Pulled for discussion*
9. Approval of Tentative Agreements between the Desert Community College District and the California School Employees Association

**B. ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. ~~Approval of Contracts/Agreements and Amendments~~ *Pulled for discussion*
4. Payroll #8
5. Out-of-State Travel
6. Change Orders – Measure B Bond Projects
7. Notice of Completion – Measure B Bond Projects
8. ~~Amendment to a Contract – Measure B Bond Project~~ *Pulled for discussion*
9. Budget Transfers
10. ~~Declare Equipment as Surplus for Disposal~~ *Pulled for discussion*
11. ~~Declare Equipment as Surplus for Public Auction~~ *Pulled for discussion*

**C. STUDENT SUCCESS & STUDENT LEARNING**

1. Approval of Curriculum Modifications for Fall 2015

Trustee O’Neill requested pulling item Human Resources Item 8 - Rescind Approval of Job Descriptions, Administrative Services Item 10 - Declare Equipment as Surplus for Disposal and Administrative Services Item 11 - Declare Equipment as Surplus for Public Auction for discussion. Trustee Broughton requested pulling Human Resources Item 5 - Resignations, Administrative Services Item 3 - Approval of Contracts/Agreements and Administrative Services Item 8 - Amendments to Contracts.

**Motion:** Motion by Student Trustee Campbell, seconded by Trustee Broughton to approve the consent agenda as amended.

**Discussion:** None

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Student Trustee Campbell

**No:** None

**Absent:** Mary Jane Sanchez-Fulton, Aurora Wilson

**Abstain:** None

**XIV. ACTION AGENDA**

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

**Human Resources Item 5 - Resignations**

**Motion:** Trustee Broughton made the motion to approve Human Resources Item 5 - Resignations, and Trustee O’Neill seconded.

**Discussion:** Trustee Broughton thanked Mr. McLaughlin for his work in building the program. Trustee Broughton questioned if this is a workforce-related program, and asked what the future of this program will be. Diane Wirth, Interim Vice President, Human Resources, reported that she spoke with Dean John Jaramillo, and confirmed that it is an economic workforce development grant and the activities will continue, the grant has been renewed, and a potential interim replacement has been identified by Dean Jaramillo.

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Student Trustee Campbell

**No:** None

**Absent:** Mary Jane Sanchez-Fulton, Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**Human Resources Item 8 - Rescind Approval of Job Descriptions**

**Motion:** Trustee O’Neill made the motion to approve Human Resources Item 8 - Rescind Approval of Job Descriptions, and Student Trustee Campbell seconded.

**Discussion:** Trustee O’Neill inquired if is this a work in progress, or if there is other information that should be shared with the Board. Diane Wirth, Interim Vice President, Human Resources addressed the issue, reporting that CSEA brought it to the attention of Human Resources and discussed it with them, and it was decided that this needed to be negotiated with CSEA. They are working through the process and it has been going well.

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Student Trustee Campbell

**No:** None

**Absent:** Mary Jane Sanchez-Fulton, Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**Administrative Services Item 3 - Approval of Contracts/Agreements**

**Motion:** Trustee Broughton made the motion to approve Administrative Services Item 3 - Approval of Contracts/Agreements, and Trustee O’Neill seconded.

**Discussion:** Trustee Broughton reported that she will be addressing multiple parts in this item. Trustee Broughton inquired about MAAS companies under Expenditure Contracts, asked what their purpose is and how they interact with COD. Vice President Lisa Howell reported that the MAAS company is the parent company of EIS Pro who handles bond construction projects for COD and has for years. They also do a majority of the strategic plans throughout California

community colleges, and they were hired as a consultant to provide guidance on COD projects. Executive Vice President Anna Davies reported that later in the meeting there will be a study session on the strategic planning process today and how MAAS company's role compliments the work performed by COD staff, and that she hopes to have an updated master plan by June.

Trustee Broughton addressed Nature Explore also listed under Expenditure Contracts. Trustee Broughton stated that she is happy to see a workshop at our family child development center that will introduce children to natural resources. Trustee Broughton reminded the group of a free resource named Ag in the Classroom, and that the local California Women for Agriculture Chapter participates in resources such as these, and these types of resources ties us back to the community. She encouraged everyone to not forget our local resources.

Trustee Broughton also inquired about Kid Wind, stating that this project reaches out to the community even as far as Mecca. She reported we encourage students to consider stem careers, and inquired about COD's plans for this program. EVP Anna Davies reported that this program falls under Dean John Jaramillo's area, and he is not present. EVP Davies reported she is not prepared to report on this program in his absence, and Trustee Broughton stated that a report could be given at a later time. Trustee Broughton it is important to continue to be invested in Kid Wind as it is a good opportunity to COD students, and encourages the program.

Under Non-Monetary Agreements, Trustee Broughton addressed a clean energy workforce program, asking why this grant program expiring in June. EVP Davies reported that she does not have information on whether the grant is ending, but that this is a regional grant COD has been participating in for some time. There have been some new grants that have come in as well, and EVP Davies will follow up on this item to provide more information. Trustee Broughton stressed that it will be important to stay invested in renewable clean power and training wherever the opportunity presents itself.

Trustee Broughton also asked about Desert Arc Recycling scrap metal and e-waste, and asked if this this type of service is covered under COD's Burrtec contract. VP Lisa Howell reported that this is not covered under COD's Burrtec contract. The former company used was unresponsive and charged for the service. They contacted Desert Arc, a community partner, who are providing this service at no cost to the college.

**Vote:**

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

The motion carried unanimously.

**Administrative Services Item 8 - Amendments to Contracts**

**Motion:** Trustee Broughton made the motion to approve Administrative Services Item 8 – Amendments to Contracts, and Trustee O'Neill seconded.

**Discussion** - Trustee Broughton HMC Boards asked for information of the two recent community workshops that were held recently. VP Howell reported that these were scoping sessions for the West Valley Campus. VP Howell described the various ways the sessions were advertised to the community, and informed the Board that two sessions were held which were both very well attended. VP Howell conveyed that sign-in sheets were provided during the sessions and minutes from the scoping sessions are available. All comments provided by the community members were logged, and these comments were incorporated into the draft EIR; VP Howell reported that further meetings will be held to receive more comments, and ultimately the draft will come to the Board of Trustees for final approval. Dr. Kinnamon reported that the scoping process was effective, and that this process was replicated during Flex with regard to the strategic planning kickoff.

**Vote:**

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

The motion carried unanimously.

**Administrative Services Item 10 - Declare Equipment as Surplus for Disposal**

Trustee O'Neill asked if Administrative Services items 10 and 11 could be combined. Carlos Maldonado, replied that they could not and should remain separate.

**Motion:** Trustee O'Neill made the motion to approve Administrative Services Item 10 - Declare Equipment as Surplus for Disposal, and Trustee Broughton seconded.

**Discussion** - Trustee O'Neill asked what the classification differences were in the items listed in Administrative Services Item 10 and Item 11 as one list of items are being recycled and the other list of items are being put up for auction. VP Howell asked John Ramont, Director of Fiscal Services, to address this issue. VP Howell noted that scrap metal has no value or usefulness, whereas surplus items still have some value. Mr. Ramont briefly explained Education Code rules regarding surplus items and the processes that were used to diminish the surplus. Several campus buildings were used to house a great deal of surplus items and the items needed to be cleared out in anticipation of upcoming renovations. Employees were given two weeks to claim a number of surplus items, and what was left over are items that are on the surplus lists to be auctioned or scrapped if deemed unusable. A public auction will be used to properly dispose of the surplus items, in accordance with Education Code.

**Vote:**

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

**Abstain:** None

The motion carried unanimously.

**Administrative Services Item 11 - Declare Equipment as Surplus for Public Auction**

**Motion:** Trustee O’Neill made the motion to approve Administrative Services Item 11 - Declare Equipment as Surplus for Public Auction, and Trustee Broughton seconded.

**Discussion** - Trustee O’Neill stated that all his questions were been answered with the explanations given for Administrative Services Item 10.

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Student Trustee Campbell

**No:** None

**Absent:** Mary Jane Sanchez-Fulton, Aurora Wilson

**Abstain:** None

The motion carried unanimously.

**B. BOARD OF TRUSTEES**

1. Board Policy 2210 – Officers of the Board

**This item has been pulled from this agenda and postponed until the April Board meeting.**

**C. SUPERINTENDENT/PRESIDENT**

1. Member-At-Large West Valley Representative on the Citizens’ Bond Oversight Committee

**Motion:** Trustee O’Neill made the motion to approve the appointment of Fred Jandt as the Member-At-Large, West Valley Representative on the Citizens’ Bond Oversight Committee and Trustee Broughton seconded.

**Discussion** - President Kinnamon provided background on this item, reporting that this seat was vacated, and that the prescribed process was followed to identify interested parties for this appointment. President Kinnamon requested approval to appoint Fred Jandt to this committee. Trustee Broughton and Trustee O’Neill thanked Mr. Jandt and expressed their appreciation to him for accepting the appointment.

**Vote:**

**Yes:** Becky Broughton, Michael O’Neill, Bonnie Stefan, Student Trustee Campbell

**No:** None

**Absent:** Mary Jane Sanchez-Fulton, Aurora Wilson  
**Abstain:** None

The motion carried unanimously.

#### **D. ADMINISTRATIVE SERVICES**

##### 1. Budget Revisions

**Motion:** Trustee Broughton made the motion to approve the budget revisions and Trustee O’Neill seconded.

**Discussion** – VP Howell reported that when there is a change that increases or decreases the budget, it will be reported to the Board. VP Howell reported that there are two grant adjustments, one for the Prop 39 agreement, adding \$39,173, and the second is an Inland Empire Regional Training Consortium, adding \$387,000, and both were added to restricted funds. Trustee O’Neill asked what our indirect cost percentage rate is, to which Mr. Ramont responded that our federal approved negotiated rate is 27%.

**Vote:**

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

The motion carried unanimously.

##### 2. Resolution #032015-1 Authorizing the Issuance of the Desert Community College District (Riverside and Imperial Counties, California) 2015 General Obligation Refunding Bonds

**Motion:** Trustee O’Neill made the motion to approve Resolution #032015-1 and Student Trustee Campbell seconded.

**Discussion:** VP Howell discussed this item, reporting that COD is refinancing bonds and saving taxpayers money, but there will be no financial benefit to the college. There will be an approximate savings of 16%. Trustee O’Neill stated that taxpayers will see a decrease in their yearly tax bill. Adam Bauer of Feldman Rolapp was in attendance and provided additional information, reporting that taxpayers will begin seeing this savings on their tax bills in fiscal year 2015-2016. Trustee O’Neill inquired about information missing in the resolution, to which Mr. Bauer stated that the Board of Trustees are approving some parameters in the resolution; Mr. Bauer reported that any information not currently listed in the resolution was either not available prior to the Board agenda being posted or will not be available until after the bonds have been priced. VP Howell informed the Board that once the missing information has been received it will come back to the Board for approval.

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

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

The motion carried unanimously.

**Added Item:**

**Human Resources: 2015-2016 College of the Desert Academic Calendar**

**Motion:** Trustee Broughton made the motion to approve the 2015-2016 College of the Desert Academic Calendar and Trustee O’Neill seconded.

**Discussion** – Dr. Kinnamon provided background on this item and acknowledged the Academic Calendar Committee, who began working on this calendar in October 2014. The committee looked at adding additional flex days, and six flex days were agreed to, having three in fall and three in spring which is a positive in reporting to the Chancellor’s office. Dr. Kinnamon acknowledged Douglas Redman, Academic Senate President, Kim Dozier, Chair of Ed Policy and Vida Rossidean, new Chair of Ed Policy, Denise Diamond, CODFA President, David Bashore, CODAA President, Lauro Jimenez, CSEA President, Interim VP Diane Wirth, EVP Anna Davies, Dr. Annebelle Nery, and Rosalyn Weissmann, Scheduler. Dr. Kinnamon added that the Academic Calendar Committee will be meeting again soon to begin discussing a multi-year calendar.

Trustee O’Neill informed the audience that this was an item that he received a great deal of communication from concerned parties about, and assured everyone that COD is not losing instructional time nor does this interrupt our instructional program, and that this has been done to benefit faculty development, staff development as well as COD’s instructional programs and we are funded for more flex days.

**Vote:**

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

The motion carried unanimously.

**E. INFORMATION**

1. Early Retirement Incentive Program



Dr. Kinnamon reported on this informational item. Dr. Kinnamon reported that this was given as information, and Dr. Kinnamon provided on feedback received from Public Agency Retirement Services (PARS) who has done the analysis on the interest in the SERP. Dr. Kinnamon reported that there were 129 eligible employees; 10 people expressed interest in the program (4 faculty, 2 educational administrators, 3 classified/non-management, 1 classified administrator). Dr. Kinnamon provided copies of the PARS analysis to the Board of Trustees and explained the analysis in detail, including savings as well as replacement staff analysis. Ms. Howell reported that Senior Vice President Eric O’Leary of PARS was present to answer questions. Trustee Stefan thanked the District for engaging in this process, and this will be considered at a future meeting for the Board’s approval.

## **XV. STUDY SESSION:**

Dr. Kinnamon requested postponing one presentation for this study session. The Board agreed that the Student Success/Student Learning presentation by EVP Anna Davis will be postponed at this time.

**Strategic Planning Process:** Dr. Annebelle Nery, Executive Dean of Institutional Effectiveness, Educational Services & Planning, & Dr. Daniel Martinez, Director of Institutional Research

Dr. Nery and Dr. Martinez provided an overview of the COD strategic planning process:

- What is Strategic Planning?
  - Strategic Planning is the way the college finds answers to the questions posed by the future.
- Why does COD need a Strategic Plan?
  - With current changes and challenges taking place at COD, we need to determine where we want to be in the future and how best we can obtain and reach our goals within a clear strategic context.
- Who will be involved in the development of the Strategic Plan?
  - A number of meetings and “Open Forums” have been scheduled (see Future Meetings) where everyone attending will have an opportunity to contribute. Additionally, specific meetings have been scheduled with different constituency groups and organizations to gain input.
- A timeline of how the Strategic Plan will be developed was shared, as well as a future meeting schedule
- Information Available for Plan Includes:
  - COD Pivot Tables
  - Population Projections
  - High School Enrollments
  - Academic Programs
  - Job Projections
  - Community College Scorecard, and more

Dr. Nery provided a demonstration of how the community could access the portal, as well as an overview of the targeted service area and college profile. Population changes, graduating high school students and school district service areas were included. A link to the Strategic Master

Plan Survey was made available on the COD SMP Portal beginning March 10, and the survey will remain active through April 30.

Chair Stefan reminded the Board to completed their Form 700 forms, which are due April 1. Chair Stefan also reminded the Board members that if they have agenda items, to please send agenda items to Angela Walton. Chair Stefan informed the Board that a yearly calendar has been placed in Board of Trustees binders, and reminded the Board that the ACCT Leadership Congress is scheduled in October, and can be attended at low cost, but it may require a change to the October Board meeting date. This will appear on the April Board agenda as an action item.

Trustee Broughton requested that the Capital Projects Report, which has been provided by hard copy, is placed on the agenda as a future item for presentation.

**XVI. CLOSED SESSION (Cont'd)**

**XVII. OPEN SESSION**

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

**XVIII. ADJOURN**

**There were no objections to adjourning the meeting. Meeting adjourned at 5:41 pm.**

A handwritten signature in blue ink that reads "Aurora Wilson". The signature is written in a cursive style and is positioned above a horizontal line.

By: Aurora Wilson, Clerk

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/20/2015  
ITEM #: 10**

**AREA:** Human Resources

**TITLE: APPROVAL OF THE 2015-2016 COLLEGE OF THE  
DESERT ACADEMIC CALENDAR**

<input type="checkbox"/> CONSENT
<input checked="" type="checkbox"/> ACTION
<input type="checkbox"/> INFORMATION

---

**BACKGROUND:**

Board action is required to approve the Academic Calendar. ([Details on COD website](#))

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

The Board of Trustees approves 2015-2016 Academic Calendar.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 3/9/2015 Chair &amp; Vice Chair Review: 3/11/2015</b>
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# ACADEMIC CALENDAR 2015-2016

## Fall 2015

Flex days	Wednesday - Friday, August, 26, 27, 28
<b>First day of classes</b>	<b>Monday, August 31</b>
Labor Day - HOLIDAY	Monday, September 7
Veteran's Day – HOLIDAY	Wednesday, November 11
Thanksgiving - HOLIDAY	Thursday - Friday, November 26, 27
Final Exams	Saturday -Friday, December 12 - 18
Fall semester ends	Friday, December 18

\*\*\*\*\*

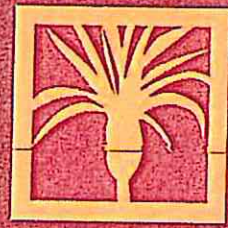
Semester Break - December 19, 2015 – January 31, 2016  
 Christmas Day - HOLIDAY – December 25, 2015  
 New Year's Day - HOLIDAY – January 1, 2016

\*\*\*\*\*

## Spring 2016

Flex days	Wednesday - Friday, January 27, 28, 29
<b>First day of classes</b>	<b>Monday, February 1</b>
Lincoln's Birthday – HOLIDAY	Friday, February 12
Washington's Birthday - HOLIDAY, Observed	Monday, February 15
Spring Break	Monday - Friday, March 21 - 25
Spring Holiday	Friday, March 25
Final Exams	Saturday-Friday, May 21 - 27
Graduation Ceremonies, Spring Semester Ends	Friday, May 27

Fall	90	Instructional days
	3	Flex days
	93	
Spring	92	Instructional days
	3	Flex days
	95	
	188	Total days



**COLLEGE**  
*of the* **DESERT**

# **Capital Projects Report**

*to the*

## **Board of Trustees**

March 20, 2015

**MAAS**

# TABLE OF CONTENTS

## Overview of Projects

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## Financial Review

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Upcoming Events . . . . . Page 12



## Projects in Programming & Design

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





# PROJECTS IN DESIGN . . .

- Project Status Reports

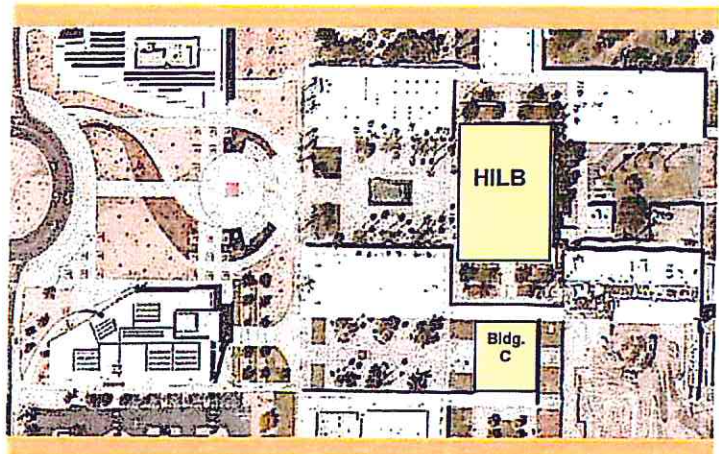


# CENTRAL CAMPUS REDEVELOPMENT

## PROJECT STATUS REPORT

### DESIGN

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



### Fast Facts

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

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

### Sustainable Features

- Will be LEED certified

### Project Update

- Working with Architect
- Currently in Programming Phase

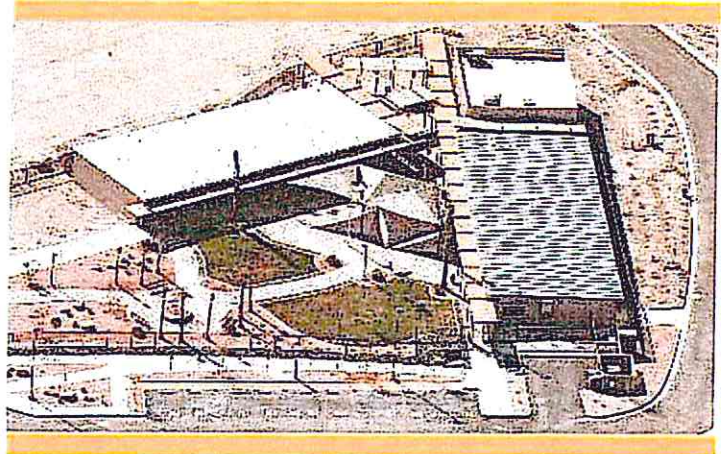


# EVC-MECCA/THERMAL EXPANSION

## PROJECT STATUS REPORT

### DESIGN

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



### Fast Facts

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

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

### Project Update

- Project is in Schematic Design Phase



## PROJECT STATUS REPORT

### DESIGN

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



### Fast Facts

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

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

### Project Update

- Design Development drawings being developed





# FINANCIAL REVIEW . . .

- Project Allocation Budget

# COMPLETED PROJECTS

## PROJECT ALLOCATION BUDGET

<u>COMPLETED PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expense</u> Bond + Other	<u>Balance</u>
Ag Science Project	\$105,804	\$105,804	\$0.00
Alumni Centre	\$2,714,816	\$2,714,816	\$0.00
Aquatics Swimming Pool Demolition	\$310,103	\$310,103	\$0.00
Barker Nursing Complex	\$10,973,913	\$10,973,913	\$0.00
Burn Tower	\$2,875,267	\$2,875,267	\$0.00
Business Building Renovation	\$4,598,036	\$4,598,036	\$0.00
Campus IT Infrastructure	\$2,498,904	\$2,498,904	\$0.00
Campus Standards & Design	\$615,343	\$615,343	\$0.00
Carol Meier Lecture Hall Roof Repair	\$317,728	\$317,728	\$0.00
Central Annex Village	\$2,308,330	\$2,308,330	\$0.00
Central Campus Redevelopment Planning—Original Phase 1	\$1,427,832	\$1,427,832	\$0.00
Central Plant	\$13,127,485	\$13,127,485	\$0.00
Contractor Lay Down Area	\$724,890	\$724,890	\$0.00
CSSC Second Floor Renovation	\$148,060	\$148,060	\$0.00
Culinary Kitchen	\$410,529	\$410,529	\$0.00
Date Palm Removal	\$311,447	\$311,447	\$0.00
Demo Central Annex / Cooling Tower	\$336,262	\$336,262	\$0.00
Desert Hot Springs	\$1,140	\$1,140	\$0.00
Diesel Mechanics Flooring	\$14,154	\$14,154	\$0.00
Dining Facility Renovation	\$5,399,910	\$5,399,910	\$0.00
Facilities Yard Improvement	\$416,825	\$416,825	\$0.00
Imaging	\$399,540	\$399,540	\$0.00
Mecca-Thermal Interim Modulars	\$9,913,929	\$9,913,929	\$0.00
Mecca-Thermal Septic Sewer System	\$288,401	\$288,401	\$0.00
Monterey Wall & Landscaping	\$1,544,946	\$1,544,946	\$0.00
Nursing Building Renovation	\$3,538,287	\$3,538,287	\$0.00
Pavement Removal North Alumni Road	\$28,721	\$28,721	\$0.00
Ph I - Infrastructure Upgrade	\$14,512,593	\$14,512,593	\$0.00
Ph II - Infrastructure Upgrade	\$11,727,628	\$11,727,628	\$0.00
PSA Parking & Mag. Falls Entrance	\$949,794	\$949,794	\$0.00
Public Safety Academy	\$14,917,722	\$14,917,722	\$0.00
Safety/Security Improvements CDC & AR	\$256,377	\$256,377	\$0.00
Scene Shop	\$75,654	\$75,654	\$0.00
Science Labs	\$223,624	\$223,624	\$0.00
Sidewalk Repairs	\$38,846	\$38,846	\$0.00
South Annex Ph I	\$273,569	\$273,569	\$0.00
South Annex Ph II	\$1,027,825	\$1,027,825	\$0.00
South Annex Ph III - DSPS Modulars	\$646,294	\$646,294	\$0.00
South Parking Lot	\$1,004,767	\$1,004,767	\$0.00
So./No. Annex Ph I Classroom Modulars	\$1,920,155	\$1,920,155	\$0.00
Storm Drain Outlet Structure	\$1,563,111	\$1,563,111	\$0.00
Telephone Systems/VOIP Upgrade Ph I	\$964,487	\$964,487	\$0.00
Temporary Access Road	\$87,252	\$87,252	\$0.00
Temporary Dining Facility	\$752,840	\$752,840	\$0.00
Velma Dawson House Lot	\$27,500	\$27,500	\$0.00
Visual Arts Kiln Building	\$179,079	\$179,079	\$0.00
West Valley Palm Springs - Original Campus	\$5,403,355	\$5,403,355	\$0.00
Western Parking Lot	\$2,564,965	\$2,564,965	\$0.00
Western Parking Lot Landscaping	\$266,422	\$266,422	\$0.00
Wireless Access Project	\$322,555	\$322,555	\$0.00
<b>EXPENDED TOTAL</b>	<b>\$125,057,013</b>	<b>\$125,057,013</b>	<b>\$0.00</b>

Note: All Balances Moved To Contingency



# CURRENT PROJECTS

## PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget</u>	<u>Expense</u>	<u>Balance</u>
	<u>Bond + Other</u>	<u>Bond + Other</u>	
Applied Sciences	\$12,381,000	\$12,048,063	\$332,937
Athletic Facilities	\$24,765,238	\$22,851,140	\$1,914,098
Campus Electronic Sign	\$300,000	\$20,891	\$279,109
Campus Energy Monitoring	\$295,801	\$289,188	\$6,612
Central Campus Redevelopment	\$36,122,168	\$111,615	\$36,010,553
Central Plant MBCx	\$3,547,420	\$3,335,803	\$211,617
Child Development Center	\$6,074,000	\$6,024,330	\$49,670
Communication Building	\$20,266,832	\$20,239,656	\$27,176
Cravens Student Services Center	\$22,963,961	\$22,953,035	\$10,926
East Valley Mecca/Thermal Campus	\$29,700,000	\$47,830	\$29,652,170
Indio Education Center	\$23,952,350	\$23,831,751	\$120,599
Indio Retail Space	\$42,000	\$0	\$42,000
Infrastructure Upgrade - Ph III	\$11,732,136	\$11,726,056	\$6,080
Math Science Technology Center	\$24,347,061	\$24,277,332	\$69,729
Monterey Entrance	\$5,404,168	\$5,394,445	\$9,724
RDA Small Maintenance Projects	\$1,415,108	\$1,285,504	\$129,604
Relocations Project	\$766,879	\$588,049	\$178,830
Security Cameras & Emergency Phones	\$200,000	\$132,450	\$67,550
Site Remediation	\$387,000	\$316,045	\$70,955
Soils Contingency	\$101,500	\$0	\$101,500
Stagecraft Shop	\$2,100,000	\$2,036,774	\$63,226
Visual Arts Building	\$8,465,353	\$8,408,148	\$57,205
Wayfinding	\$500,000	\$460,308	\$39,692
West Valley Palm Springs	\$37,596,646	\$97,792	\$37,498,854
<b>SUB TOTAL</b>	<b>\$273,426,620</b>	<b>\$166,476,206</b>	<b>\$106,950,414</b>



# PROJECT ALLOCATION BUDGET

<u>FUTURE PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expense</u> Bond + Other	<u>Balance</u>
West Valley Desert Hot Springs Ph II	\$2,500,000	\$0	\$2,500,000
<b>SUB TOTAL</b>	<b>\$2,500,000</b>	<b>\$0</b>	<b>\$2,500,000</b>

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expense</u> Bond + Other	<u>Balance</u>
Completed Projects	\$125,057,013	\$125,057,013	\$0
Current Projects	\$273,426,620	\$166,476,206	\$106,950,414
Future Projects	\$2,500,000	\$0	\$2,500,000
Bond Management and Other Fees	\$27,262,005	\$25,248,480	\$2,013,525
Contingency	\$2,515,197	\$0	\$2,515,197
<b>TOTAL</b>	<b>\$430,760,835</b>	<b>\$316,781,699</b>	<b>\$113,979,136</b>

<b>Total Bond Funds Issued</b>	<b>\$346,500,000</b>
--------------------------------	----------------------

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



# UPCOMING EVENTS . . .

- No Events Currently Scheduled



ADDRESSING THE BOARD OF TRUSTEES

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

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

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/18/15

NAME: Mary M. Smith  
*(Please print legibly)*

AFFILIATION: PUBLIC \_\_\_\_\_ STAFF \_\_\_\_\_  
FACULTY \_\_\_\_\_ STUDENT \_\_\_\_\_  
Street Fair

(22)

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

AGENDA ITEM NO. Alumni Assoc

TITLE Kendra

ADDRESSING THE BOARD OF TRUSTEES

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3-20-15

NAME: Jason Barlow  
*(Please print legibly)*

AFFILIATION: PUBLIC \_\_\_\_\_ STAFF \_\_\_\_\_ *x Street Fair*  
FACULTY \_\_\_\_\_ STUDENT \_\_\_\_\_ *Merchant*

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

AGENDA ITEM NO. Public Comments

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: PATT SAVASTANO  
(Please print legibly)

AFFILIATION: PUBLIC  FACULTY  STAFF  STUDENT

STREET FAIR  
MERCHANT

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

AGENDA ITEM NO. PUBLIC COMMENTS

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Terry Weitzman  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Alumni Assoc.

TITLE MERCHANT

ADDRESSING THE BOARD OF TRUSTEES

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Cecilia A Lemus  
*(Please print legibly)*

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

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

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

TITLE C.O.D Alumni Association

ADDRESSING THE BOARD OF TRUSTEES

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 03/20/15

NAME: Fatima Salgado  
*(Please print legibly)*

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

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

AGENDA ITEM NO. COA Alumni Association

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Cristal Salcido  
*(Please print legibly)*

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

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

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

TITLE COD Alumni Scholarship Association

ADDRESSING THE BOARD OF TRUSTEES

1. Complete a "Request to Address the Board of Trustees" form (see below) and present it to the Board Executive Assistant prior to the beginning of the meeting at which you wish to address the Board.
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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Harry Salas  
*(Please print legibly)*

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

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

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

TITLE Secretary GOD Abundant Assoc.



ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/30/15

NAME: John Soutliker  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Pub Comment

TITLE 11

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Greg Theisen  
*(Please print legibly)*

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

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

AGENDA ITEM NO. 400K. College Takeover of Street Fair.  
TITLE Let

ADDRESSING THE BOARD OF TRUSTEES

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**REQUEST TO ADDRESS THE BOARD OF TRUSTEES**

BOARD MEETING DATE: 3/20/15

NAME: Tim Matthews  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Public Comment

TITLE \_\_\_\_\_

Faculty

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3-20-15

NAME: Jon Fernald  
*(Please print legibly)*

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

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

AGENDA ITEM NO.       

TITLE Shared Governance

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/15

NAME: Karen Taber  
*(Please print legibly)*

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

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

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

TITLE Shared Governance

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3-20-2015

NAME: Kelly Hall  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Cross Country Program

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3-20

NAME: Teresa Ramon  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Public comment X-country

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3-20

NAME: Frie Jimenez  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Public Comment X-Country  
TITLE \_\_\_\_\_



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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/2015

NAME: Wendy Ansley  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Public comment X-Country  
TITLE \_\_\_\_\_

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REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 3/20/2015

NAME: Julisa Jimenez  
*(Please print legibly)*

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

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

AGENDA ITEM NO. Public comment Y-County

TITLE \_\_\_\_\_

Board of Trustees Report March 20, 2015

Good morning,

I have included in this report a flyer for an April 23<sup>rd</sup> Mental Health Fair to be held at the college. It is a collaborative effort between Jay Lewenstein's students and Active Minds club to bring awareness and education to mental health issues. The members of the Board are most welcome.

The role of the President of the Faculty Association is to represent the faculty in matters concerning our Collective Bargaining Agreement, wages, and working conditions. We report the facts and the process to the Board of Trustees, and it is not the same information that the Board receives from the Administration.

In the President's Feb. 11<sup>th</sup> report, he stated there were processes for the Academic Calendar, and Hiring Practices.

The Process for the Academic Calendar has become confused and delayed by 5 months. Why have two calendars been pulled from the Board agenda? The Board has been told that collective bargaining on the Calendar did not result in what the District wanted on the calendar. That is correct.

The Faculty Association did not approve 8 flex days which the VP of Instruction presented and violated the contract.

The Association does not support the Academic Calendar being used to resolve Administrative issues of FTES nor does it approve the inappropriate push for Professional Development dollars in this forum.

The Principles and Practices of creating the Academic Calendar require transparency, communication and advanced planning. That is not what happened.

**Hiring Practices:** There is no subcommittee of the College Planning Council for Hiring Practices.

Last semester, David Bashore, Doug Redman and I met with HR to express our concerns and give our support in getting additional training as the HR office was and continues to be understaffed. Ideas were taken to Executive cabinet. Nothing further happened. We had 3 separate hiring committees for Deans. What are the results?

The 9 full time faculty hiring committees have been formed. The calendar for meetings is attached to this report. The Faculty Association has a 2<sup>nd</sup> request to HR for the list of EEO officers and their assigned committees as required to ensure a transparent process.

How will adjuncts be treated in the hiring process? We saw what happened with the temporary full time positions. Although Title V makes a clear distinction about temporary full time positions and adjunct positions, the message that was communicated was one of concern for how adjuncts are scheduled rather than the rights of adjuncts to apply without restrictions for temporary full time positions. The publications where the college placed ads, clearly stated temporary full time Spring and

Fall 2015. I will speak up again, why are 3 adjuncts, 2 in English and 1 in Math only given a 1 semester position?

**Grievances:** The Association filed a grievance and an appeal related to violation of Class Size.

The contract states that faculty will be consulted about additional students in their courses. The mediation settlement on this very issue stated that the contract be followed.

There is a process here- The Faculty Association has followed it. Is the District going to abide by the contract and mediated agreements?

Lastly, College of the Desert Faculty ARE the boots on the ground, the face of instruction, the advocates 1<sup>st</sup> and foremost of education and curriculum. We are not good wolves and bad wolves. We are a diverse, unique faculty and our #1 focus is teaching! Our voices matter. Shared Governance – AB 1725 matters- Collective Bargaining matters.



# Board of Trustees

Karen Tabor  
Professor of Mathematics  
March 20, 2015

Thank you for the opportunity to address you today. My name is Karen Tabor, full-time Professor. I have worked at the College 23 years. During the academic years 95/96 I made regular reports to the board as Academic Senate President.

Today, I want to explore President Kinnamon's assertion to the Board on February 11 that Administration honors shared governance.

The newest effort at realignment contradicts this claim. Although the college community now has been given the opportunity to have a dialogue about the draft proposal, there was never input through the full Senate, the Deans and their schools, or CPC. Instead, the proposal was presented at CPC after all discussions and its creation had already taken place behind closed doors by Administrators having very little historical perspective of the college.

In addition, reorganization continues behind the scenes in other areas without even an opportunity to "dialogue". Administrators recently met with our Academic Skills Center staff to inform them of reorganization that will be implemented Fall 2015. This reorganization includes: (1) replacing the full-time faculty *Coordinator of ASC* with a classified *Assistant Director* needing no more than a Bachelor's Degree; (2) replacing three adjunct faculty *Assistant Tutoring Coordinators* with classified staff; and (3) replacing 5 adjunct faculty *Lab Liaisons* with classified staff. These jobs require knowledge of teaching, learning and subject expertise at the college level which means having at least a Master's Degree in subject areas. Without these credentials these staff cannot adequately train tutors and work with teaching faculty to create curriculum. Also, in small centers like Mecca, there are trained back-up adjunct on call to fill in when needed—this has worked well. Contractually, this same model cannot be used if replaced with classified.

Further, COD is a Hispanic Serving Institute but must apply for HSI eligibility each year in order to be eligible for HSI Grants. The application takes a couple of hours to complete. For the last two years, administrators in charge of grants have unilaterally chosen not to apply with no explanation to the college community. We do currently have two Title V grants but they will soon run out. So our hands are tied. A matter of fact, last year, the Director of MESA wrote a collaborative grant with Imperial Valley College and NASA but was informed after the fact that we weren't eligible. He had planned to submit a STEM grant this year but, once again, we aren't eligible.

Lastly, in regards to a story related at the February meeting, the President said, "I will continue to work with my colleagues that feed the latter [good] wolf and doing the best for the students of this district. And I am sure the Board and this administration will continue to do the same." These statements have led many to ask: (1) How does the President decide who in our college community is a good wolf or bad wolf? (2) Rather than labeling employees, shouldn't the President's obligation be to try to work with all COD staff no matter our moral fiber? (3) Should the President also be encouraging "the Board and this Administration" to also judge and isolate according to good and bad?

Once again, thank you for the opportunity to address the Board. If you have queries then I will be glad to supply you with any documentation to back my claims and I hope each of you will take the time to further investigate by talking to others in the college community.

Dear Kate,

I wanted to reach out to you as one of our Outstanding Alumni of College of the Desert and member of the College of the Desert Foundation. First I would like to say thank you for what you have done for our community and what our foundation has done for our college. I have appreciated the opportunity of meeting Peter, Jim, and yourself.

I am writing you because I was recently on the committee to hire a new cross country coach. I enjoyed reviewing the applications and believed we would hire somebody who could turn the cross country program around into a competitive and powerful opportunity for our students and particularly our Hispanic students. It was brought to my attention February 20<sup>th</sup> by our athletic director Gary Plunkett that we would be suspending our cross country program. The reasons I was told they were suspending the program were somewhat vague and the underlying theme was there wasn't a lot of interest and didn't generate many FTE's. This was true the past few years but we were headed in a new direction with the idea of hiring a passionate coach who would put in the time the students and program deserved.

This program has some longevity and history to it. In the past College of the Desert had a program that had strong numbers, student athletes with high GPA's, and a large Hispanic following. We often had the biggest teams in the state of California. I would comb our Kinesiology activity and lecture classes and recruit athletes. I also would recruit at the high school league championships in both cross country and track and field. All of our athletes were recruited locally and usually came from lower socioeconomic status and were often first generation Hispanics to attend college. We won the Foothill Conference championship a number of times, qualified for the Southern California Regionals and took over 100 athletes to the state championships. I have a lot of experience in running, coaching and teaching. I was the cross country coach for College of the Desert for 12 years, a Division II collegiate runner, an ambassador of running for lululemon for two years, and currently I teach the running classes at COD. I was never included in on any conversation of suspending or cancelling our program. Our Academic Senate was never included on these discussions as well. Additionally I would like to add is that cross country is the most inexpensive sport to offer out of all of our sports.

It was our past experiences that cross country was more than a team. We were a community. We supported and cared for each other. We have four adjunct professors that teach at College of the Desert currently. We had three couples that later married after graduating college. We had another former student this past 2014 receive the Outstanding Alumni of the year, Terry Ramon. We had two students that went on to medical school, some in law school, nurses, police officers, physical therapists, teachers, firefighters and many more great careers. These athletes the majority of them chose to stay and live in our community.

Running can be both an emotionally and physically empowering sport and this team provided our students with an opportunity to become involved in our college, and improve motivation to continue their studies. It is my goal to find another motivated and passionate coach to provide this

opportunity for the students. I would love to volunteer my services to help the new coach and bring the past runners back to practice and workout from time to time.

If you have the chance to see the movie McFarland I think you will find some similarities to our students particularly the east end of the valley, the Hispanics who often excel in cross country. As the motto of "You Can" at COD exists, please support and encourage our cross country program to continue and not be cancelled or suspended. I believe with a passionate, caring and knowledgeable coach we will generate positive interest from the students and continue to give back to our community. I look forward to talking with you in the future. I am an advocate of College of the Desert. I am a member of the alumni association. I have very close ties to the community and past alumni of College of the Desert. I would be very happy to bring together some former athletes that could discuss their positive experiences in cross country. I invite you to visit my office and see some of our awards and past pictures of College of the Desert Cross Country athletes.

Sincerely,

A handwritten signature in cursive script that reads "Wendy Ansley".

Wendy Ansley

Department Chair Kinesiology





# ACADEMIC CALENDAR 2015-2016

## Fall 2015

Flex days	Wednesday - Friday, August, 26, 27, 28
<b>First day of classes</b>	<b>Monday, August 31</b>
Labor Day - HOLIDAY	Monday, September 7
Veteran's Day – HOLIDAY	Wednesday, November 11
Thanksgiving - HOLIDAY	Thursday - Friday, November 26, 27
Final Exams	Saturday -Friday, December 12 - 18
Fall semester ends	Friday, December 18

\*\*\*\*\*

Semester Break - December 19, 2015 – January 31, 2016  
 Christmas Day - HOLIDAY – December 25, 2015  
 New Year's Day - HOLIDAY – January 1, 2016

\*\*\*\*\*

## Spring 2016

Flex days	Wednesday - Friday, January 27, 28, 29
<b>First day of classes</b>	<b>Monday, February 1</b>
Lincoln's Birthday – HOLIDAY	Friday, February 12
Washington's Birthday - HOLIDAY, Observed	Monday, February 15
Spring Break	Monday - Friday, March 21 - 25
Spring Holiday	Friday, March 25
Final Exams	Saturday-Friday, May 21 - 27
Graduation Ceremonies, Spring Semester Ends	Friday, May 27

Fall	90	Instructional days
	3	Flex days
	93	
Spring	92	Instructional days
	3	Flex days
	95	
	188	Total days

## Supplemental CODAA Report

March 20, 2105

After this morning's outpouring of concerns from several members of the community we serve, I hope this Board will make a serious effort to reflect on not only what has been said, but on why it was necessary to bring these items to your attention.

No one wants a Board of any kind to micro-manage the work of the people they hire. However, when it is necessary for the community to, in essence, protest the way business is being conducted, then the Board needs to sit up and pay attention.

Over this past academic year, several serious concerns have been brought to your attention. These were issues that should have been handled at a more appropriate level and should never have reached this body. The fact that they did should tell you that something is very wrong. So now, what are you going to do about it? Several people have offered to provide you with more detailed information to support their claims. Several asked for an opportunity to speak with you about their concerns. Please do so.

For over three years now, I have been bringing adjunct concerns to your attention but, meaning absolutely no disrespect, sometimes I feel like I'm talking to a tree. The fact that you say you can't comment on our reports (is that a restriction or a desire on your part?) makes it impossible for me to know if I am getting through to you. While you all listen politely and thank me for my comments, I never know what you think about them. Do you agree, disagree, have questions, or even care?

I would like to challenge this Board to create a forum of some kind where all of you can actually engage in a dialog, with faculty, classified, students and the community. If not in person, which would be ideal, perhaps you could solicit written questions and provide responses at your monthly Board meetings. Anything that would open up the channels of communication would be better than the status quo.

It borders on cliché to say that the problem is communication. But in the absence of information, assumptions are made, and all too often those assumptions are erroneous based on suspicion and lack of trust. My recommendation to you is that these two issues, communication and trust should become the guiding principles for the future of COD.

Date: March 20, 2015

To: College of the Desert (COD)

From: Teresa "Terry" Ramon

Subject: COD CROSS COUNTRY PROGRAM

Dear COD Board Members,

This letter is an appeal to the COD board members, decision makers, and policy makers to not end, terminate, discontinue, disallow, or remove the 'COD Cross Country Program.' There are several reasons why the Cross Country program must continue. First, the cross-country program allows students opportunities to develop and experience many challenging moments during trainings and competitions. The challenging moments begin immediately as runners begin to discover themselves and question 'can I do this?' The answer is 'Yes. I can,' which corresponds to the COD motto of 'You Can.' Second, Cross-country is a sport where women and men have the opportunity to train together, as a team. Third, as Nelson Mandela so eloquently stated, 'Running taught me valuable lessons. In cross-country competition, training counted more than intrinsic ability, and I could compensate for a lack of natural aptitude with diligence and discipline. I applied this in everything I did.' The challenging moments turn into 'valuable lessons,' in everything.

The challenging moments continued in my life when in February 2004, I retired from the Los Angeles Police Department, with a combined total of 26 years, 4 months, and 12 days as a law enforcement officer. In September 2004, I enrolled at the College of the Desert (COD). As I strolled across the campus one day, I came across a flyer that asked, 'Are you interested in cross-country running? I had some experience in running as a 'Cop,' but I was 52 years old! What coach, in their right mind would want a 52-year-old woman on the cross-country team? I called the telephone number on the flyer. After some brief questions, I was invited to work out and encouraged to 'sign-up.' The truth was that I missed the camaraderie that I had grown accustomed to in the police department. I followed direction, completed paperwork, and started on one incredible journey as a member of the COD cross-country team. I got to run with 17 and 18 year olds! I was never the first to finish, but I was never the last. The training was intense and extremely challenging. Most importantly, I developed friendships with the younger students, the coaches, and was feeling 'part of.'

The 'feeling part of,' translated into many challenging moments during the cross-country season. Every time I stood at the start of a race, I felt butterflies in my stomach. This was worth than going to a bank robbery! I had to tell myself, 'Yes. I can,' or as Caesar Chavez would say, Si, Se Puede.' I thought that after my law enforcement career there would be few opportunities for challenging moments, but at 'my age,' I had the opportunity to learn a lot about myself. I learned that there were going to be many opportunities for valuable lessons to be learned.

The valuable lessons transformed into a reconnection with running that, for me was a connection with my spirit. It was a time where I could get into a rhythm and challenge myself during the training and competitions. As I ran, I pushed every muscle in my body to go beyond its limits. During the cross-country competitions, I had to run as fast as I could for the entire race. It was an endearing agony that lasted from start to finish. What a gift!

The gift included being part of a women's and men's team with coaches that always provided guidance, challenging trainings, and who themselves participated in the training. The coaches never asked us, the team to do anything that each of them was unwilling or incapable of doing themselves. They were always right there with us, shouting, 'Yes you can! I ran the best I could, not just for me, but also for the team.'

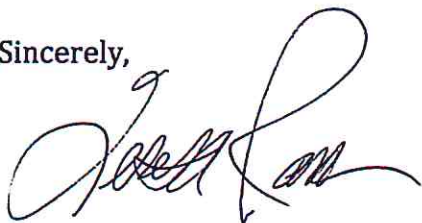
As I write this letter asking that you, please keep the cross country program alive at COD, I wonder what other sport could I have been part of? Where men and women were a team. Where we were not competing against each other but competing together. As Nelson Mandela stated, '...in cross-country competition, training counted more than intrinsic ability, and I could compensate for a lack of natural aptitude with diligence and discipline. I applied this in everything I did.'

I graduated with an AA degree from COD. I went on to graduate with a BA from CSUSB, and went on to graduate with a MSW from CSUSB. Today I am employed in my second career as a Clinical Therapist for Riverside County Department of Mental Health. I have the opportunity to work in the field of mental health and substance abuse. I am a social worker. I am a lifetime COD alumni member and a recipient of the '2014 Outstanding Alumni of the year.'

In conclusion, I ask myself did being a member of the COD Cross Country Team have an affect on my life? The answer is 'Yes. Absolutely!' Running has had a tremendous influence in my life. Today I continue to run and I always talk about my time at COD, especially my time as a member of the Cross Country team. I have made lasting friendships just as I did in the police department. So I ask again, 'please do not remove, terminate, or discontinue the cross-country program.' Let the many potential cross-country runners have opportunities to experience valuable lessons. Better yet, watch the movie McFarland, many of our COD students can relate to those runners. I know I can.

Should you have any questions or concerns, please contact me on my cellular telephone at 760-333-0269 or my email address [trr242@yahoo.com](mailto:trr242@yahoo.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Teresa Ramon', written in a cursive style.

Teresa "Terry" Ramon



# Strategic Master Plan 2015

Annebelle Nery, PhD  
Executive Dean of Institutional Effectiveness,  
Educational Services & Planning  
March 6, 2015

## Agenda

- Introductions
- Provide an overview of the planning process
- Existing data
- Roles & Responsibilities
- Questions & Answers

## Strategic Planning at College of the Desert

### The Who, What, When, Where and Why Of the Strategic Planning Process

3



## What is Strategic Planning?

Strategic Planning is the way the college finds answers to the questions posed by the future. Institutional purposes (the mission) and values, institutional strengths and weaknesses (via outcomes) are compared to future trends.

4



## Why does COD need a Strategic Plan?

With current changes and challenges taking place at COD, we need to determine where we want to be in the future and how best we can obtain and reach our goals within a clear strategic context.

5



## Why should I get involved?

Everyone's input is vital to insure that the Strategic Plan appropriately represents all of the segments of our college community.

6



## Who will be involved in the development of the Strategic Plan?

A number of meetings and “Open Forums” have been scheduled (see Future Meetings) where everyone attending will have an opportunity to contribute. Additionally, specific meetings have been scheduled with different constituency groups and organizations to gain input.

## How will the Strategic Plan be developed?

Following the approach of “Participatory Governance”, ideas and information collected from the Open Forums and other scheduled meetings will be consolidated and integrated into a draft document and circulated for edits and feedback in April. The edited document will then be presented in June for final review and comments from the college community.



## Where will all this work take place?

A variety of venues have been identified where the Open Forums and meetings will be taking place.

## When will the process take place?

Starting Now!  
Also see schedule of other meetings and opportunities to contribute


## Information Available for Plan Includes

- COD Pivot Tables
- Population Projections
- High School Enrollments
- Academic Programs
- Job Projections
- Community College Scorecard
- And More



## Population Projections and High School Enrollments 2013 to 2023

Daniel Martinez, PhD  
Director, Institutional Research  
November 7, 2014



**Academic Programs and Job Projections**

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

**California Community Colleges**

**Student Success**

**2014 Scorecard**

**College of the Desert**

Board of Trustee Presentation  
Dec. 19, 2014

14

## Future Meetings for the Strategic Plan

- Executive Cabinet – March 3<sup>rd</sup>
- Faculty, Academic Senate – March 3<sup>rd</sup> and 19<sup>th</sup>
- College Planning Council – March 6<sup>th</sup> and 27<sup>th</sup>
- 3SL (Student Success & Student Learning) – March 23<sup>rd</sup>
- Open Forum Indio Campus – March 16<sup>th</sup>
- Open Forum Mecca Thermal Campus – March 17<sup>th</sup>
- K-12 District Meetings – April 3<sup>rd</sup>
- Open Forum West Valley – March 25<sup>th</sup>
- Student Services Meeting – March 17<sup>th</sup>
- Associated Students of COD – March 23<sup>rd</sup>
- Open Forum Palm Desert Campus – March 24<sup>th</sup>
- School Deans / Chairs

## Access Information thru College Portal

**COD PORTAL** College Planning Council - Strategic Master Plan

[Home](#) / [Faculty](#) / [Leadership](#) / [Employee Benefits](#) / [Departments](#) / [Communities](#)

- Home
- Faculty
- Leadership
- Employee Benefits
- Departments
- Communities
- Strategic Master Plan
- Executive Cabinet
- Faculty
- Academic Senate
- College Planning Council
- 3SL (Student Success & Student Learning)
- Open Forum Indio Campus
- Open Forum Mecca Thermal Campus
- K-12 District Meetings
- Open Forum West Valley
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- School Deans / Chairs

### Strategic Master Plan

Please visit our web page. This page is under construction.  
College Planning Council - February 6, 2015



College of the Desert 2015 Strategic Master Plan Process and Timeline  
 College of the Desert 2015 Strategic Master Plan  
 Lead: Nancy M. Dr. David C. Berg, Executive Dean of Professional Education, Educational Services & Planning  
 Working as the State of California

1. Create the planning commission with President as Chair and 12 members
2. Create the working committee with President's Cabinet
3. Collaborate with college research and development of a preliminary presentation to provide information for the "College Vision Panel"
4. Develop future projections and data, reports and standards

**CALL TO ACTION**  
 The college community will be invited to provide input and feedback on the 2015 College of the Desert "Road Map" and strategic master plan process. All groups (Faculty, Staff, Students, Parents, Community) are invited to provide input and feedback on the Strategic Master Plan. The college community will be invited to provide input and feedback on the Strategic Master Plan. The college community will be invited to provide input and feedback on the Strategic Master Plan.

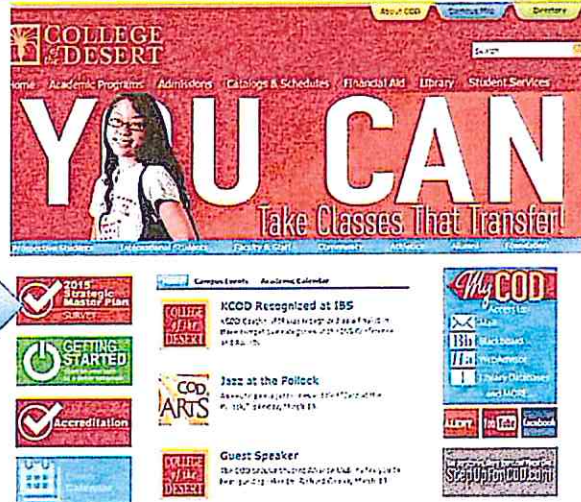
**MEETING SCHEDULE**  
 The college community will be invited to provide input and feedback on the Strategic Master Plan. The college community will be invited to provide input and feedback on the Strategic Master Plan. The college community will be invited to provide input and feedback on the Strategic Master Plan.

There is a link to the meeting information on the website and a link to the meeting information on the website. There is a link to the meeting information on the website and a link to the meeting information on the website.

Access and Meeting Schedule  
 March 3, 2015

- Home
- Faculty
- Leadership
- Employee Benefits
- Departments
- Communities
- Strategic Master Plan
- Executive Cabinet
- Faculty
- Academic Senate
- College Planning Council
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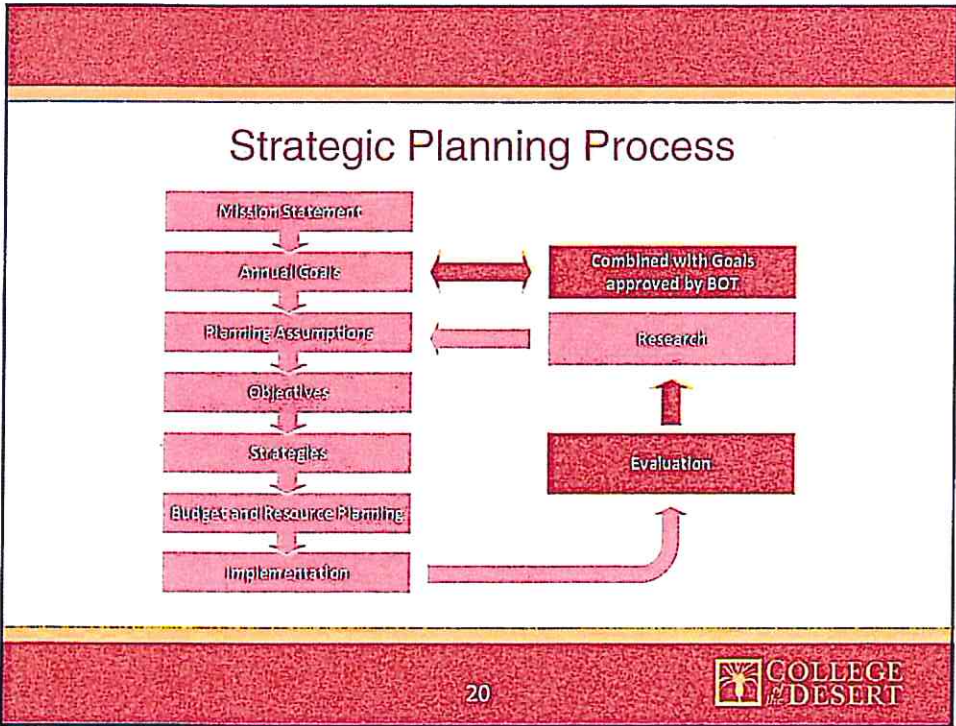
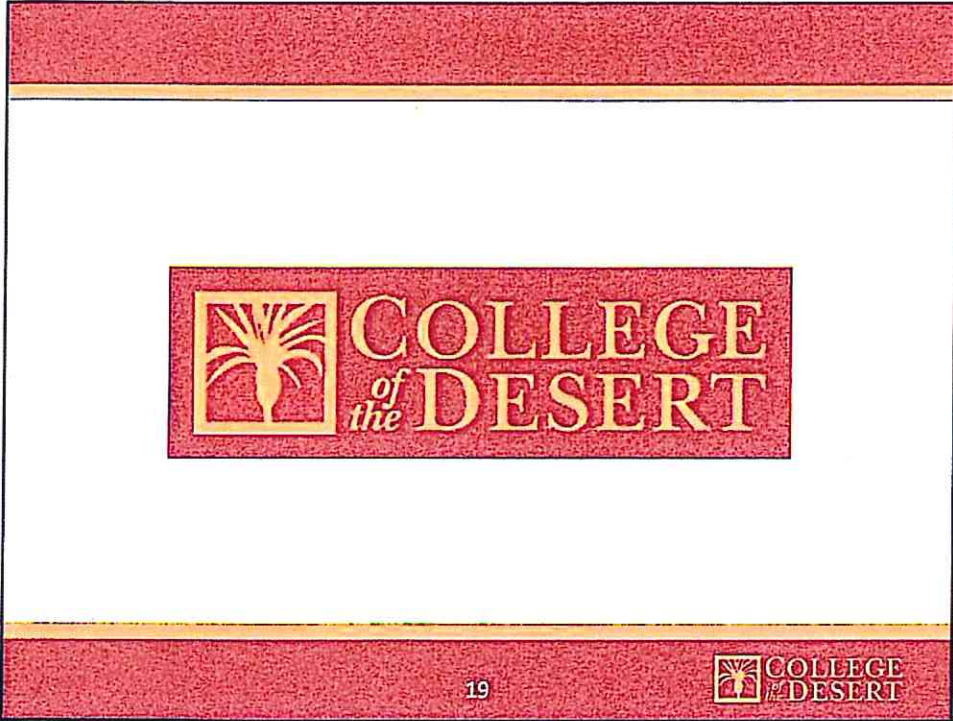
- Click on the 2015 Strategic Master Plan Survey Button
- Additional Input
- 16 questions



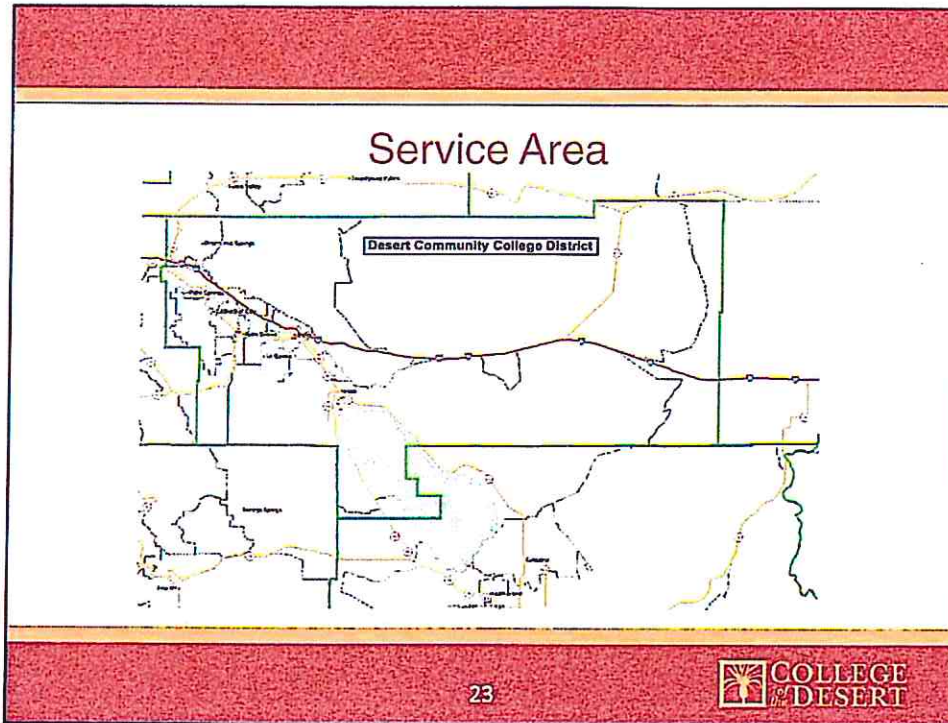
## Who do I contact if I have any questions?

Dr. Annebelle Nery  
Executive Dean of Institutional Effectiveness,  
Educational Services & Planning  
[anery@collegeofthedesert.edu](mailto:anery@collegeofthedesert.edu)  
760-776-7442

Jeff Kellogg / Lori O'Keefe  
MAAS Companies, Inc.  
[jeffkellogg@maasco.com](mailto:jeffkellogg@maasco.com)  
[loriokeefe@maasco.com](mailto:loriokeefe@maasco.com)  
562 500-5333 / 949-679-9439








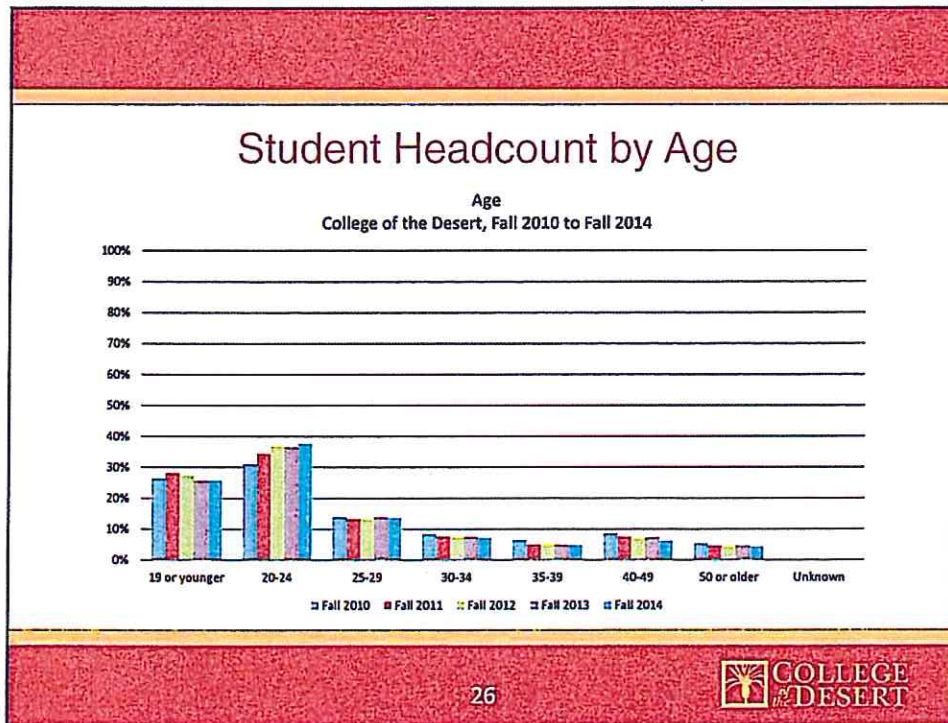
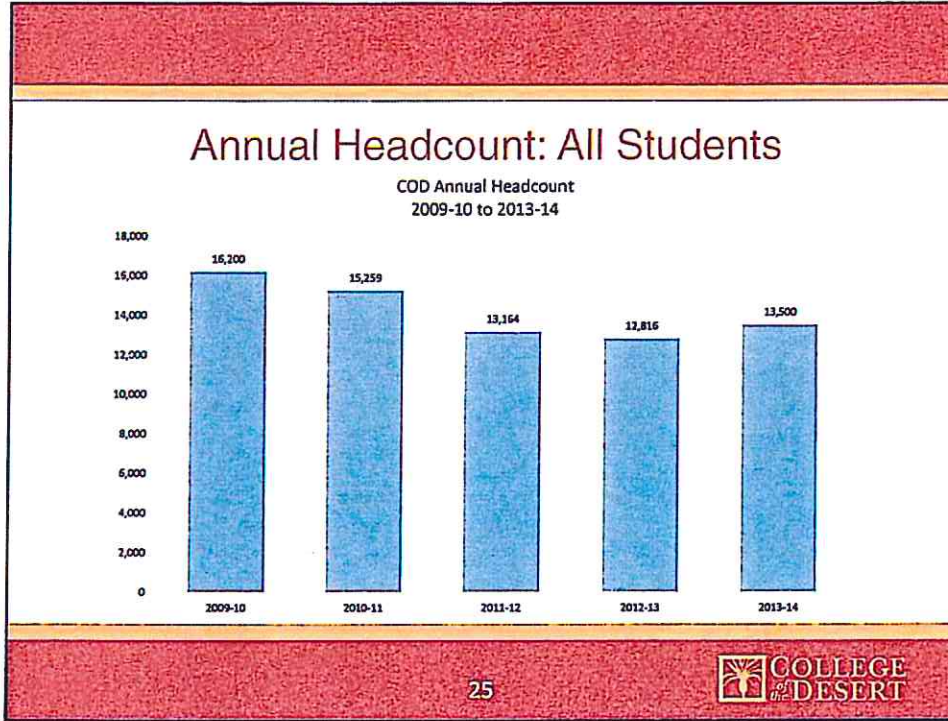
### College Profile, 2012-13

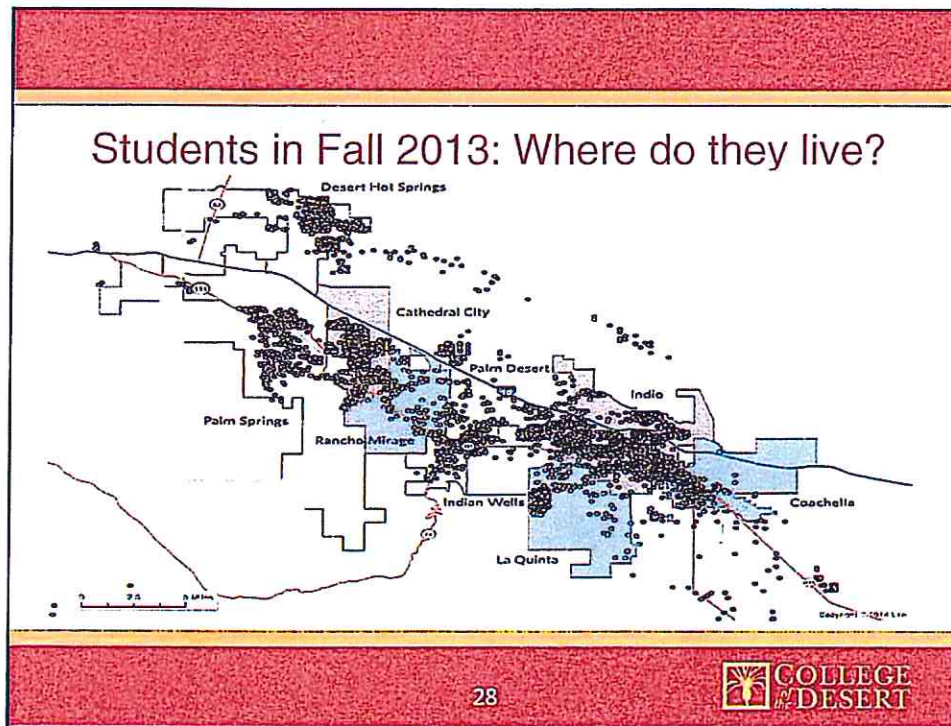
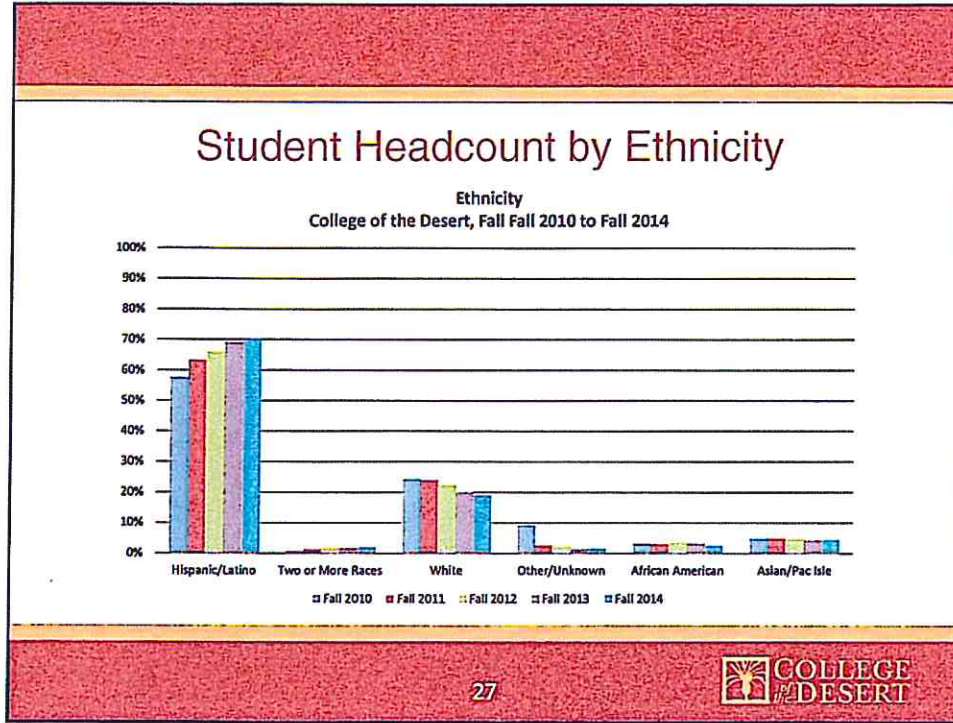
STUDENT INFORMATION			
Students		12,816	
GENDER		ETHNICITY/RACE	
Female	54.1%	African American	3.6%
Male	45.9%	American Indian/Alaska Native	0.4%
Unknown	0.0%	Asian	2.6%
AGE		Filipino	1.7%
Less than 20 years old	26.3%	Hispanic	65.9%
20 to 24 years old	35.2%	Pacific Islander	0.2%
25 to 39 years old	26.5%	White	22.3%
40 or more years old	12.0%	Two or more Races	1.7%
Unknown	0.0%	Unknown	1.5%

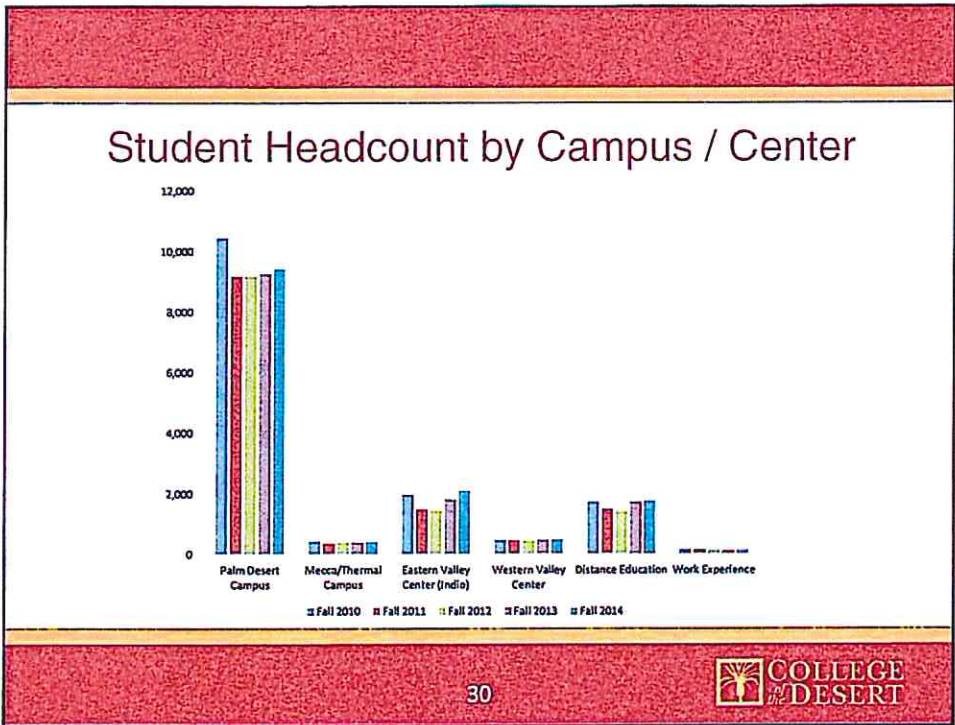
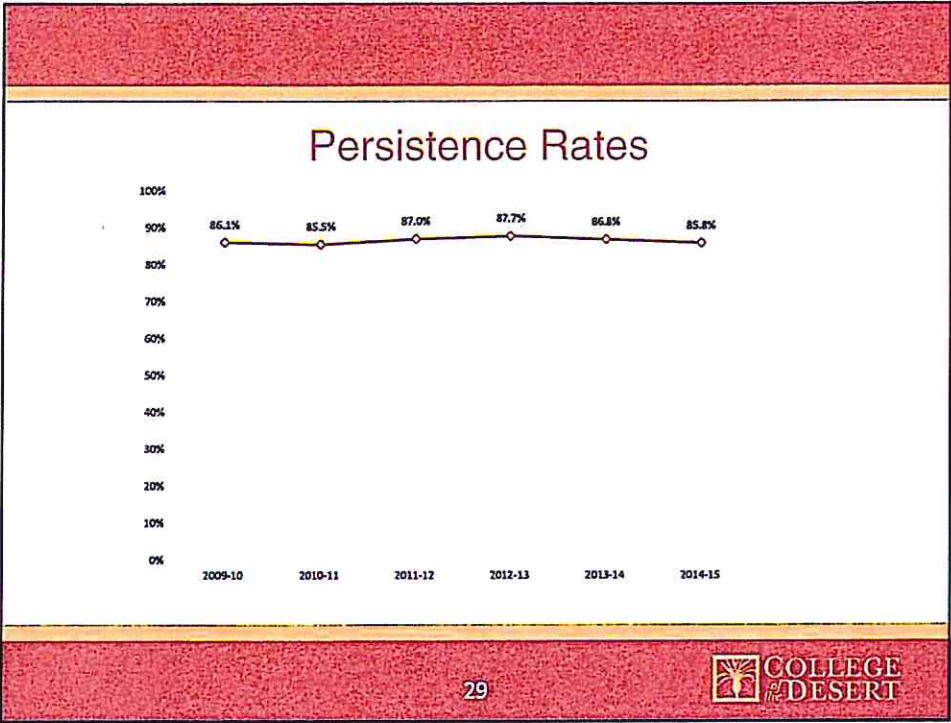
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## Population Projections and High School Enrollments 2013 to 2023

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## Population Change, Coachella Valley

	2013 Total Pop	2023 Total Pop	% Change Total Pop	2013 15-19 Pop	2023 15-19 Pop	% Change 15-19
<b>West Valley</b>	<b>163,584</b>	<b>180,160</b>	<b>10%</b>	<b>30,200</b>	<b>32,738</b>	<b>8%</b>
Cathedral City, CA	55,807	61,562	10%	11,846	12,749	8%
Desert Hot Springs, CA	46,543	52,337	12%	10,346	11,468	11%
Palm Springs, CA	52,348	56,090	7%	6,422	6,782	6%
Thousand Palms, CA	8,886	10,171	14%	1,587	1,739	10%
<b>Central Valley</b>	<b>126,677</b>	<b>141,510</b>	<b>12%</b>	<b>16,008</b>	<b>17,072</b>	<b>7%</b>
Indian Wells, CA	4,880	5,665	16%	223	223	0%
La Quinta, CA	42,338	47,844	13%	7,380	8,065	9%
Palm Desert, CA	61,663	68,027	10%	6,959	7,292	5%
Rancho Mirage, CA	17,796	19,974	12%	1,446	1,492	3%
<b>East Valley</b>	<b>170,167</b>	<b>199,465</b>	<b>17%</b>	<b>45,655</b>	<b>52,177</b>	<b>14%</b>
Indio, CA	43,023	51,202	19%	13,325	15,424	16%
Coachella, CA	96,974	112,710	16%	23,031	26,061	13%
Mecca, CA	13,630	16,042	18%	4,316	4,971	15%
Thermal, CA	16,540	19,511	18%	4,983	5,723	15%
<b>Grand Total</b>	<b>460,428</b>	<b>521,135</b>	<b>13%</b>	<b>91,863</b>	<b>101,987</b>	<b>11%</b>

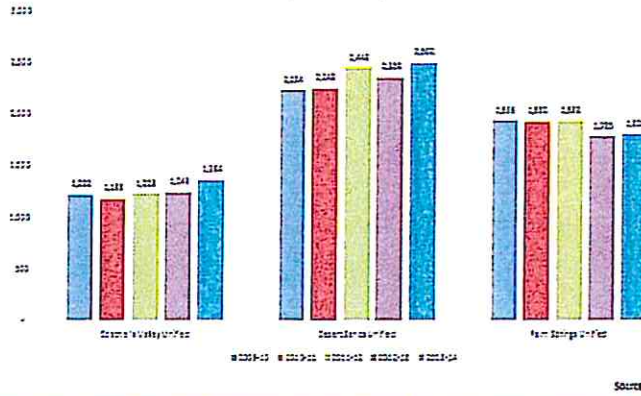
Source: EMSI

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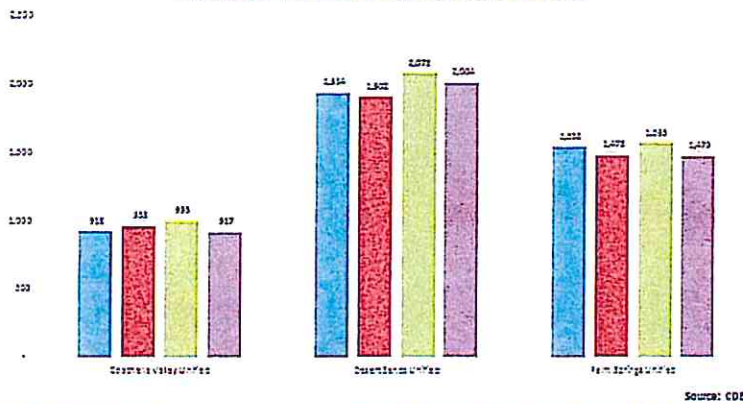
# Total Enrollment for Grade 12 Only

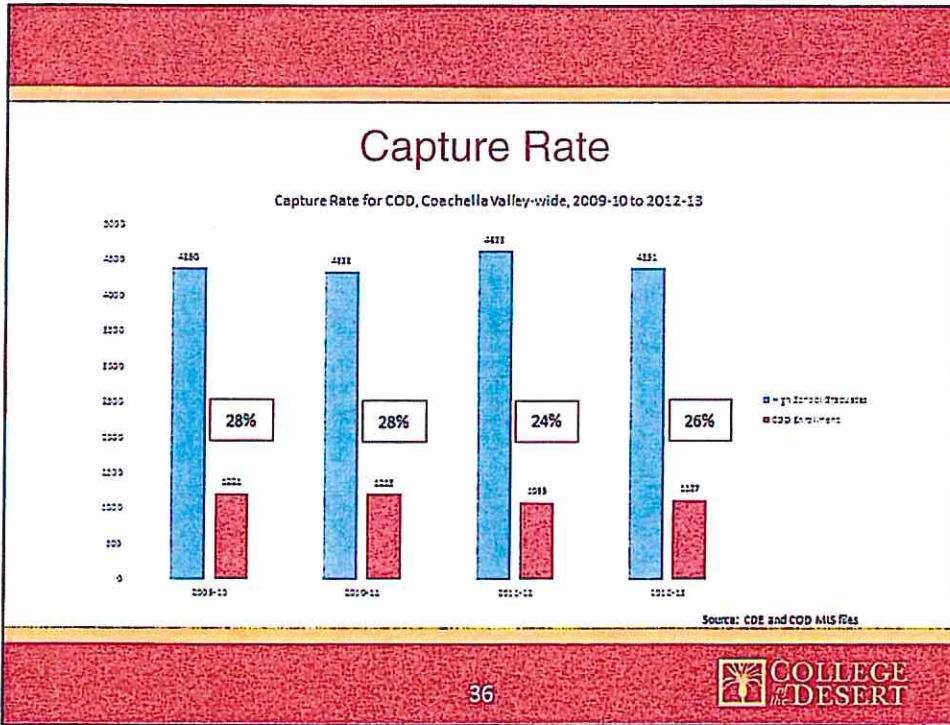
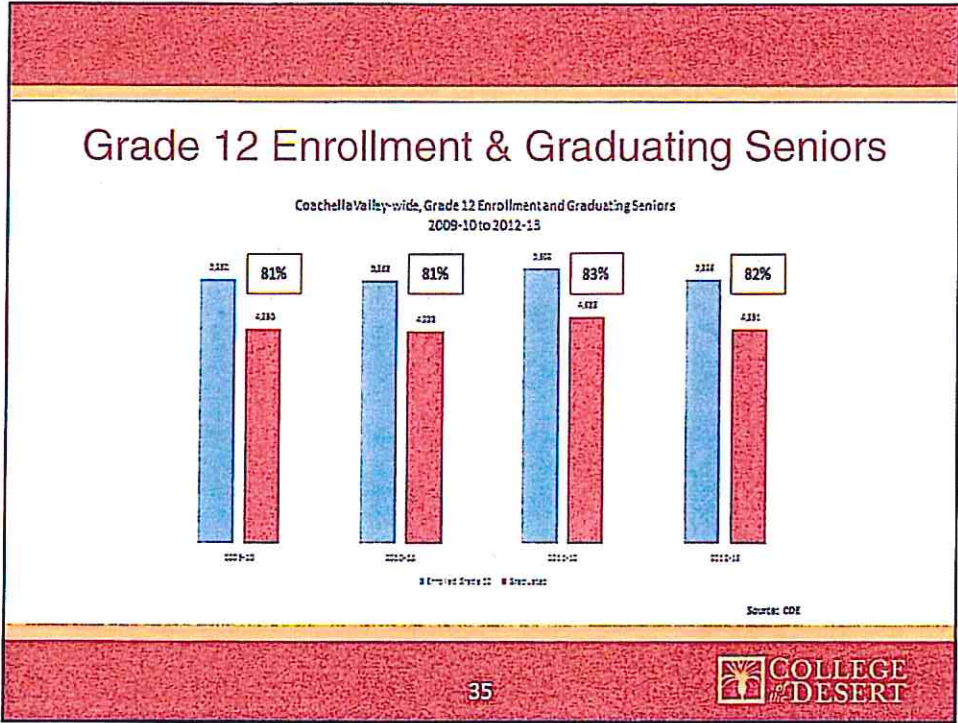
Total Enrolled Grade 12, Coachella Valley-wide, 2009-10 to 2013-14



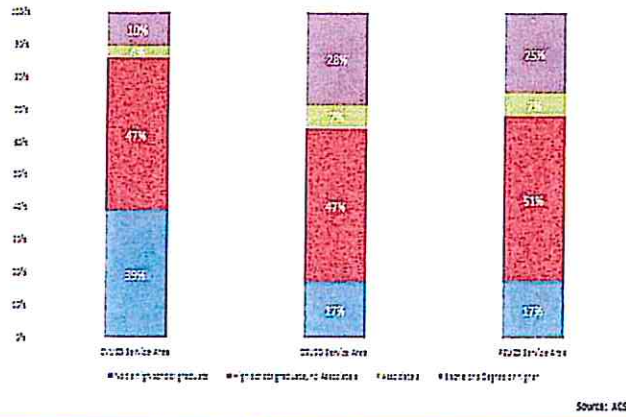
# Graduating Seniors

Graduating Seniors, Coachella Valley-wide, 2009-10 to 2012-13



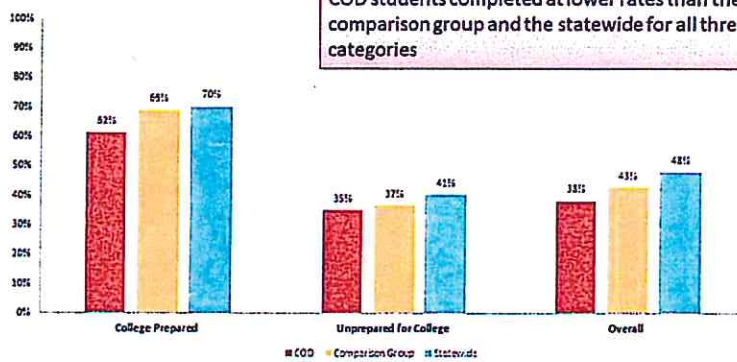


## 2013 Educational Attainment, 25 years +



## Completion: Degrees, Certificates, Transfer

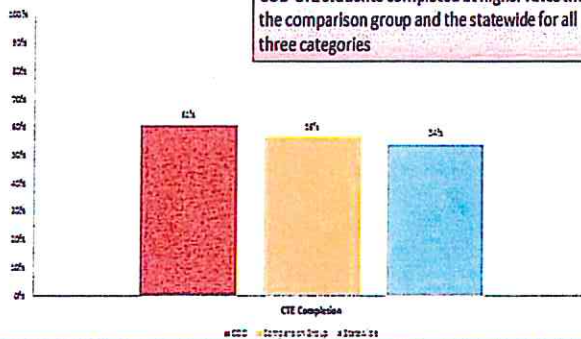
How does COD compare?



# CTE Completion: Degree, Certificate, Transfer

How does COD compare?

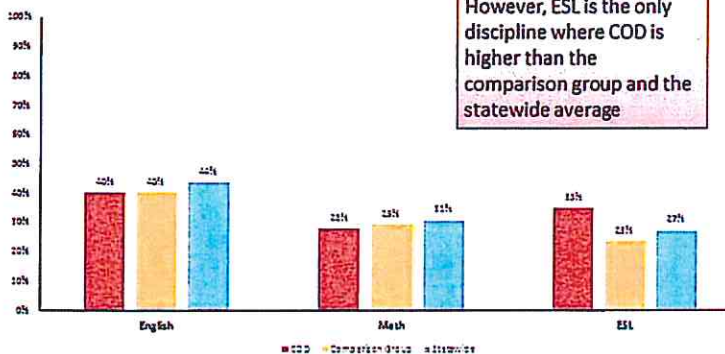
COD CTE students completed at higher rates than the comparison group and the statewide for all three categories



# Remedial: Basic Skills to College Level

How does COD compare?

However, ESL is the only discipline where COD is higher than the comparison group and the statewide average





## Questions to Consider

- Based on the data presented and your first-hand knowledge of the District, if the District's enrollment continues to grow, what areas do you see are best suited for further growth and should be recognized as priorities of the District in the future? Both location wise and programmatically.
- How have the recent changes in legislation impacted the mission of College of the Desert? (Repeatability, student success, financial aid, etc.)
- Distance Education has become more abundant in higher education since the time of the college's last master plan. Given both the population and student demographics, do you feel placing emphasis on further developing the college's distance education program is a priority?
- Given your knowledge of the area and the students that district is currently serving, can you identify any opportunities for improving the District's capture rate?

- Given the various campus locations within the District, what potential signature programs could be utilized to anchor each site?
- What initiatives and/or services should be considered that would support student achievement and completion rates?
- Identify potential strategic partnerships that the District could enter into that would serve to strengthen educational programs. (Public/Private)

A link to the Strategic Master Plan Survey will be made available on the COD SMP Portal (see slide 17) beginning March 10<sup>th</sup>. The survey will remain active through April 3<sup>rd</sup>.

For information about this presentation, please  
contact  
Dr. Annebelle Nery  
Executive Dean of Institutional Effectiveness,  
Educational Services & Planning  
[anery@collegeofthedesert.edu](mailto:anery@collegeofthedesert.edu)  
760-776-7442

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