



**DESERT COMMUNITY COLLEGE DISTRICT
REGULAR BOARD MEETING
43500 MONTEREY AVENUE, PALM DESERT, CA
CRAVENS MULTIPURPOSE ROOM
FRIDAY, MAY 20, 2016
9:30 am**

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

Dr. Kinnamon conducted the roll call:

Trustee Broughton
Trustee Stefan
Trustee Sanchez-Fulton
Trustee Jandt
Trustee Wilson
Student Trustee Escobar Prado (10:30 am arrival)

Parliamentarian – Carlos Maldonado
Recorder – Angela Walton

II. BOARD MEETING AGENDA

Confirmation of Agenda: Approve the agenda of the Regular Meeting of May 20, 2016 with any additions, corrections, or deletions.

Robert Hargreaves, District Legal Counsel, reported that the Public Comments section listed on Notice of Meeting is shown as beginning at 9:30 am. Chair Sanchez-Fulton stated that there would be no closed session at this time, but the Board will entertain Public Comments at 9:30 am and call a recess after Public Comments. Dr. Kinnamon stated that another Public Comments session will occur at 1:30 pm with discussion of West Valley Campus Master Plan and Phase I Project.

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

III. PUBLIC COMMENTS

1. **Judy Shea** – West Valley Campus – Ms. Shea addressed the Trustees regarding the West Valley campus development and shared her concern that there is no facility for Desert Hot Springs. Ms. Shea remarked that she was told that COD would be putting three classroom trailers in Desert Hot Springs and asked COD to keep their commitments to the Desert Hot Springs community. Ms. Shea also commented that she has been requesting a copy of COD's Strategic Plan for more than a year and has still not seen it.
2. **Bob Terry** – West Valley Campus – Better Community of Desert Hot Springs. Mr. Terry shared a copy of an informal petition signed by community members calling for a campus in Desert Hot Springs, as they have a great number of students in that area. Trailers could be a temporary fix until a campus is developed.

IV. RECESS – At this time, the Board of Trustees called a recess from 9:45 am – 10:45 am.

V. OPEN SESSION

VI. PUBLIC UPDATES

President Kinnamon reported that COD is in the midst of tremendous growth and has continued strengthening relationships and collaborations with COD's K-12 partners. Dr. Kinnamon reported that COD has maximized state funding, added classes, hired additional full time faculty, adjunct faculty and classified staff. Classes at the Desert Hot Springs site will begin this Fall, along with expanded course offerings and more classrooms. Dr. Kinnamon commented by June, that every executive position, dean, as well as interim positions, will have been filled, and new COD committees have been formed to continue fulfilling the mission of COD. The Strategic Plan was approved by the College Planning Council, and to fulfill the goals in the plan, Dr. Kinnamon reported that a bond measure will be placed on the November ballot.

Dr. Kinnamon reported Commencement is occurring next Friday, and stated that this year's graduating class will exceed last year's Commencement numbers. He shared a video of students participating in campus events throughout the past year, and Dr. Kinnamon read a letter written to the College of the Desert by a 4th grader named Natalie, who hopes to become a future COD student.

VII. PUBLIC COMMENTS

1. **Gary Plunkett** – Mr. Plunkett presented the Men's Golf Champions along with Coach Tony Manzoni. Coach Tony Manzoni introduced the student golfers and reported that the team won its 28th championship in 29 years.
2. **Gary Plunkett** – Mr. Plunkett introduced the Women's Tennis Team and reported that they are the California Community College state champions.
3. **Victoria Llort** – American Outreach Foundation – provided a brief overview of the purpose of this Foundation and introduced their services to the trustees. She also distributed her card and information on the American Outreach Foundation.

4. **Dr. Lisa Soccio** – Dr. Soccio provided an overview of recent activities that took place at the Marks Art Center and events she has attended, including the last open mike of the season, the Congressional Art Competition sponsored by Raul Ruiz’s office, the tour of the DATA Academy with students at Cathedral City High School, the Riverside County Mental Health Art exhibition, COD Student Scholarship competition with Palm Springs Unified, the Fine Arts Ceremony, and the East Valley Voices Out Loud Event at the McCallum. Dr. Soccio also provided an update on the Sunnylands Internship program.
5. **Felicita Nunez** – Ms. Nunez reminded the Board that she submitted a letter previously to the Board of Trustees advocating for environmental science courses, and has spoken with a COD counselor who let her know what types of science courses are currently offered. Ms. Nunez commented that she has been learning a great deal about COD and their course offerings, and continued to encourage COD to consider implementing environmental studies courses.
6. **Breanna Sewell** – Sky Valley – Ms. Sewell remarked that she is an active community member in Desert Hot Springs and she is interested in learning how to best prepare high school students transition to college in partnership with the organizations she volunteers with in her community.
7. **Dawn Swajian** – Ms. Swajian commented that she has a son who is graduating this year from COD. Her son has experienced difficulty enrolling in that he was only recently informed that there were prerequisites he needed to take, and subsequently has not been able to register when he wanted. Ms. Swajian remarked that there is substantial frustration with concurrent enrollment as school calendars are not aligned with COD calendars, and this poses an issue. She also commented that students should participate in the enrollment process so that they are better prepared.

VIII. INTRODUCTION OF STAFF – President Kinnamon introduced Dr. Pamela Ralston, Vice President of Student Learning, Dr. Anabelle Nery, Vice President of Student Success, Dean Papas, Dean of Communications and Humanities, and Judy Howard, Athletics and Kinesiology Administrative Assistant.

IX. APPROVE THE MINUTES OF:

The regular meeting of April 15, 2016. There were no corrections noted, and the minutes stand approved.

X. REPORTS

- A. **ASCOD (Associated Students of College of the Desert)** – Minerva Montane provided a brief written report which was read by Student Trustee Tamara Escobar Prado in Ms. Montane’s absence.
- B. **College of the Desert Foundation** – Peter Sturgeon was present and provided a brief report.
- C. **Academic Senate** – Dr. Kelly Hall was present and provided a brief report.

D. **CODFA (College of the Desert Faculty Association)** – No report.

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

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

G. GOVERNING BOARD

Student Trustee Escobar Prado – Student Trustee Escobar Prado reported that she was interviewed by a Spanish radio station in Coachella Valley for being the recipient of the Dr. Carreon Foundation academic scholarship. She will be speaking at a Coachella Valley Pathways to Success scholarship reception and offered an invitation to any interested students. Student Trustee Escobar Prado stated that she attended the Transfer Recognition Ceremony yesterday, and invited the trustees to attend the annual MESA banquet on Saturday.

Trustee Jandt – Trustee Jandt reported he attended the Community College League of California conference, and has learned about the impending challenges of social media and open licensing. Trustee Jandt commented that he, along with Professor Denise Diamond and some of her students, attended a presentation and Meet the Author session with Chang-rae Lee, author of “On Such a Full Sun”. Trustee Jandt also attended the recent Transfer Recognition Ceremony, and commented that he would like to see more diversity of schools that COD students transfer to.

Trustee Stefan – Trustee Stefan reported that she has been celebrating what our students have achieved throughout the year by attending events such as the Public Safety Academy graduation. Trustee Stefan reported that she is appreciative of this type of program being offered for COD students. Trustee Stefan reported that she attended the Foundation Board meeting, as well as the recent Community College League of California conference. At the conference she attended a number of valuable sessions and has continued working on her online Excellence in Trusteeship program. Trustee Stefan reported she also attended:

- Victor/Victoria production at the McCallum
- Congressional Art Competition at the Marks Art Center
- Emeriti, Tenure, and Retirement celebration at the Pollock Theatre
- Module 3 Public Safety Academy graduation
- Upward Bound graduation and Promotion ceremony
- COD Scholarship reception
- TRiO event at the Hilb
- Annual Summer Friends of the Library Book sale
- National Charity League Scholarship Ceremony
- Transfer Ceremony

XI. 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. **PERSONNEL**

a. **DISCIPLINE/DISMISSAL/RELEASE/APPOINTMENT**
(Government Code Section 54957)

b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**
o Superintendent/President

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

4. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 017, 502 190 018, 502 190 019, 502 190 020, 611 212 007, 611 212 008, 611 212 039, 611 212 019, 611 212 009, 611 212 040, 611 212 012, 611 212 032, 611 212 033, 611 212 034, 641 261 020 0, 687 199 001, 687 199 002, 687 212 009, 687 212 010, 687 212 011, 687 212 022, 687 212 023, 687 212 024, 687 212 027, 611 211 013, 611 211 014, 611 211 019, 663 290 003-5, 611 211 011

Agency Negotiator or Designee: Dr. Joel L. Kinnamon

XII. OPEN SESSION

Closed Session report – Chair Sanchez-Fulton stated that no reportable action was taken in closed session.

At this time, President Kinnamon asked if the Board would consider moving Action Item Administrative Services 3 to this section of the agenda to accommodate the 1:30 pm Public Comments section for anyone wishing to address the Board on this matter. The Board of Trustees were in agreement.

Action Item Administrative Services 3 – West Valley Campus Master Plan and Phase I Project, Certification of Associated Final Environmental Impact Report, and Potential Approval of Project, Resolution #052016-1

Trustee Sanchez-Fulton introduced this item and asked Dr. Kinnamon to provide remarks. Dr. Kinnamon introduced Mr. John Criste of Terra Nova Planning & Research. Mr. Criste addressed

the Board of Trustees and provided a presentation on the COD West Valley Campus Master Plan and Phase I Project and Final EIR.

Robert Hargreaves provided information on the site acquisition, commenting that if the Resolution #052016-1 is adopted today, the site acquisition process may begin. Mr. Hargreaves stated that if there has been no response from the seller, he will come back to the July Board of Trustees meeting to address next steps (a potential eminent domain process).

PUBLIC COMMENTS:

1. **Dr. Christine Anderson, Superintendent, Palm Springs Unified School District** – Dr. Anderson voiced her support of this project, and believed this would positively impact the community and provide an opportunity to align COD and PSUSD processes. Dr. Anderson also commented that this project will facilitate common planning and dual uses of the new facilities, and that it is a great investment and addition to the city of Palm Springs and the West Valley.
2. **Laurie Aylaian – Director of Community and Economic Development for the City of Palm Springs** – Ms. Aylaian spoke in support of the proposed project, stating that it would enhance the quality the community of Palm Springs.
3. **Judy Shea – Desert Hot Springs** – Ms. Shea expressed concerned that it will take more than eight years to develop a campus in Desert Hot Springs, and does not feel this current project is economically feasible.
4. **Bob Terry – Desert Hot Springs** – Mr. Terry thanked COD for expanding to the west side of the valley, yet inquired if it would have been less expensive to have constructed a campus in Desert Hot Springs.

Discussion – Trustee Broughton asked if after Phase I is completed, if it would give COD center status. VP Howell addressed this question, and explained how center status is attained, and reported that COD is close to getting center status at the Indio campus. Trustee Broughton asked if there will be adequate parking at the West Valley site. Mr. Criste reported that a detailed parking analysis was done that revealed there will be adequate parking as well as substantial extra parking, and that the analysis included the consideration of public transportation.

Dr. Kinnamon addressed the Desert Hot Springs property, stating that originally there was a task force that worked with COD to identify sites, including some sites outside of Palm Springs, for the West Valley campus. After that process was completed, the recommended site that was selected was on the north side of Palm Springs.

The project included a solar field and partnership with Southern California Edison (SCE) that would warrant the addition of infrastructure. When SCE determined the project could not move forward, the college reviewed other options. The options took into consideration the student populations that attend College of the Desert living in the communities of Cathedral City, Palm Springs and Desert Hot Springs. This was to determine which location would be the closest proximity to COD students. After reevaluating the possibilities, including considering transportation issues, it was determined that a central Palm Springs location near the high school

and on public transportation would best serve the students. President Kinnamon stated that Desert Hot Springs will have a COD satellite site this fall, with classrooms dedicated to both credit and non-credit courses. There will be access to basic and general education courses, English as a Second Language, as well as Public Safety classes. Dr. Kinnamon stated that classes have already been scheduled and that COD continues to be committed to Desert Hot Springs.

Trustee Broughton asked if the West Valley building already there will be utilized or if it would be necessary to build a new facility. Dr. Kinnamon reported that due to higher standards for educational facilities, new infrastructure would be required as the current building is not conducive to education. VP Howell addressed this as well, stating that the project was reviewed by experts who agreed that a new building is necessary.

Trustee Wilson asked about the landscape plan and the potential for solar parking structures. VP Howell stated that this is in the conceptual phase at this time. Once in the design phase, it will be brought to the Board of Trustees.

President Kinnamon provided a brief update on the Strategic Master Plan and Facilities Master Plan, and stated that they will be presenting a request to the Board of Trustees in the near future for approval of putting a bond measure on the ballot for November.

Motion: Motion by Trustee Jandt, seconded by Trustee Broughton to approve the West Valley Campus Master Plan and Phase I Project, Certification of Associated Final Environmental Impact Report, and Potential Approval of Project, Resolution #052016-1.

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

Student Trustee Escobar Prado – yes
Trustee Sanchez-Fulton - Yes
Trustee Wilson - Yes
Trustee Jandt - Yes
Trustee Broughton - Yes
Trustee Stefan – Yes

The motion carried unanimously.

GOVERNING BOARD REPORTS – cont'd

Trustee Broughton – Trustee Broughton commented on how pleased she was to see the COD international students who were presented earlier in the meeting, and complimented the EDGE Program. Trustee Broughton reported that she had the opportunity to attend the East Valley Voices Out Loud event, and was pleased to learn that the Mecca/Thermal campus now has a hot coffee vending machine available for its students. Trustee Broughton congratulated Student Trustee Escobar Prado on graduating, welcomed the two new Vice Presidents, VP Annebelle Nery and VP Pamela Ralston, and thanked VP

Jeff Baker for helping to strengthen the foundation of COD. Trustee Broughton reported that she hears from community members who say that COD staff is very helpful, and also continues to hear that the COD webpage is still a challenge for some, but appreciates all the work IT has done to improve it. She congratulated all staff who may be retiring or moving on to new opportunities. Trustee Broughton commented that she enjoyed the CCLC conference, and hopes they will come up with other innovative ways to show off COD campuses. She also said that she is looking forward to graduation.

Trustee Wilson – Trustee Wilson welcomed Dr. Ralston to COD and congratulated Dr. Nery on her new position. Trustee Wilson complimented Student Trustee Escobar Prado and thanked her for her work on the Board of Trustees. Trustee Wilson commented that Friends of the Library held their annual Author Luncheon and Fundraiser, and with this fundraiser and other events held, the Friends of the Library have raised significant dollars and will be presenting COD with a check for approximately \$45,000. She thanked all the volunteers of this organization. Trustee Wilson attended the PSA graduation on April 18, on April 28 attended Ophelia Project Annual Luncheon, and as a Board Member of the Ophelia Project, informed everyone that the organization has provided full scholarships to 15 Ophelia girls. Trustee Wilson also attended the Victor/Victoria play at the McCallum as a member of the President’s Circle member.

Trustee Wilson also attended the CCLC conference, and was pleased to hear that her fellow trustees were engaged in the Excellence in Trusteeship certificate program. Trustee Wilson also attended Transfer Recognition Ceremony yesterday at McCallum, congratulated the students, and commented she is looking forward to participating in graduation next week.

Trustee Sanchez-Fulton – Trustee Sanchez-Fulton welcomed Dr. Ralston, and congratulated Dr. Nery. Chair Sanchez-Fulton provided an overview of the events she has attended:

- Attended the Emeriti, Tenure and Retirement Celebration
- Attended the PSA and Module 3 graduation celebrations
- Desert Hot Springs Women’s Club where they provided student scholarships
- Ophelia Project Annual Luncheon
- Upward Bound ceremony, and thanked Congressman Ruiz’s office and John Benoit’s office for coming out and giving certificates to students
- Attended the Victor/Victoria play, and thanked Darlene Romano Sparks and everyone who assisted with putting that production together
- Congressional Arts Competition, and thanked Dr. Soccio for her work.
- Attended the CCLC conference, and attended several workshops at the conference. She also thanked the COD jazz ensemble for performing, and thanked members of the Living Desert, and CCLC members were appreciative.

Trustee Sanchez-Fulton commented that she is thankful to see courses beginning in the fall in Desert Hot Springs, and she looks forward to graduation.

On behalf of the Board of Trustees, Chair Sanchez-Fulton acknowledged Student Trustee Escobar Prado, congratulated her on graduating, and thanked her for her dedication to the Board of Trustees and presented her with a gift.

H. SUPERINTENDENT/PRESIDENT

VP Lisa Howell, Administrative Services – VP Howell provided a written report on the May Review and gave an overview of the changes, some of which included a \$85.29M for a base apportionment, changes to the allocation model, and a \$5M one-time funding for Outreach for the BOG Waiver program and the Baccalaureate Degree Program.

VP Pamela Ralston, Student Learning – VP Ralston thanked the trustees for welcoming her to COD, and complimented the COD staff.

VP Annebelle Nery, Student Success – Dr. Nery provided an update on the 2016 COD High School Visits that are part of the Student Success Initiative that require students to participate in mandatory services such as orientation, assessment and student educational plans. Dr. Nery reported that prior to the students arriving at COD, they are offered online assistance with registrations at the high schools. She distributed pictures of the COD High School Visits on April 29, May 6 and May 13, and reported that EDGE information, financial aid workshops, campus tours, and a campus resource fair were provided to the students. Over 400 seniors were served from Palm Springs High School, Palm Desert High School, Indio High School, Rancho Mirage High School, La Quinta High School, Coachella Valley High School, Desert Hot Springs High School, Xavier College Prep High School, Desert Mirage High School and Shadow Hills High School. Dr. Nery thanked everyone who assisted in putting the program together and helping the students.

President Kinnamon – Dr. Kinnamon read a letter from Cherie Savage, Director of League Events, Community College League of California, thanking COD for participating as the host for this year's conference that was held in Palm Desert. CCLC thanked everyone involved and enjoyed the music provided by the student Jazz Combo arranged by Dr. Kelly Corbin.

Interim Vice President of Human Resources & Labor Relations Diane Wirth –
Absent

Interim Vice President of Student Success Jeff Baker – Absent

XIII. CONSENT AGENDA: All items on the Consent Agenda will be considered for approval by a single vote without discussion. Any Board member may request that an item be pulled from the Consent Agenda to be discussed and considered separately in the Action Agenda.

A. HUMAN RESOURCES

1. Personnel Items
2. Initial Proposal from the COD Adjunct Association (CODAA) to the Desert Community College District
3. Layoff Notice: Classified
4. Approval of 2017-2018 Academic Calendar

B. ADMINISTRATIVE SERVICES

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Approval of Contracts/Agreements and Amendments
4. Payroll #10
5. ~~Out of State Travel~~ *Pulled for discussion*
6. Gift/Donation to the District
7. Budget Transfers
8. Amendment to Contracts - Measure B Bond Project
9. 2015-2016 CCFS-311Q/Quarterly Financial Status Report

C. STUDENT SUCCESS & STUDENT LEARNING

1. Courses and Programs Approved by Curriculum Committee

Trustee Broughton requested pulling Administrative Services Item 5, Out of State Travel, for discussion.

Motion: Motion by Trustee Stefan, seconded by Trustee Wilson to approve the consent agenda as amended.

Discussion - None.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

XIV. ACTION AGENDA

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

Pulled Items – Administrative Services Item 5, Out of State Travel.

Motion: Motion by Trustee Broughton, seconded by Trustee Wilson to approve item as presented.

Discussion - Trustee Broughton questioned the dates on some of the out of state travel items, and inquired what process is used as some of the travel dates in the item are travel dates that have already passed. Dr. Kinnamon shared that he is concerned as well, as prior approval is required as dictated by policy, and the timely of submission of paperwork could be a contributing factor to the problem. Dr. Ralston informed the trustees that these items are in her department, and that leadership may not have been in place to ensure proper and timely submission of paperwork and travel requests. VP Howell addressed this as well, and commented that they will work to prevent this issue occurring in the future.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

B. BOARD OF TRUSTEES

1. Board Policy Review – 2nd Reading

- BP 2110 Vacancies on the Board
- BP 2510 Participation in Local Decision Making
- BP 2715 Code of Ethics – Standards of Practice – Trustees
- BP 3310 Records Retention
- BP 3410 Non Discrimination
- BP 3430 Prohibition of Harassment
- BP 3440 Service Animals
- BP 3518 Child Abuse Reporting
- BP 3540 Sexual and Other Assaults on Campus
- BP 3715 Intellectual Property
- BP 3900 Speech: Time, Place and Manner

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve the Board Policies for a 2nd reading.

Discussion – Trustee Jandt asked if there is an elder abuse policy. Dr. Kinnamon commented that COD does not have that policy/procedure in place, but that information is forthcoming from CCLC on elder abuse policies.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

2. Approval of Emeritus Status

Motion: Motion by Trustee Jandt, seconded by Trustee Stefan to approve Emeritus status for David Acquistapace.

Discussion – Trustee Broughton congratulated Mr. Acquistapace.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

3. Approval of Emeritus Status

Motion: Motion by Trustee Stefan, seconded by Trustee Wilson to approve Emeritus status for Betty Baluski.

Discussion – Trustee Broughton and the other Trustees commented that Ms. Baluski has served the college well and offered their congratulations.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

4. Approval of Emeritus Status

Motion: Motion by Trustee Wilson, seconded by Trustee Broughton to approve Emeritus status for Darrell Miller.

Discussion – Trustee Broughton complimented Chef Miller on his accomplishments, and the Trustees offered their congratulations.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

5. Consolidated Governing Board Member Biennial Election Resolution 052016-2

Motion: Motion by Trustee Stefan, seconded by Trustee Wilson to approve Consolidated Governing Board Member Biennial Election Resolution 052016-2 as presented.

Discussion – None.

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

Student Trustee Escobar Prado – Yes

Trustee Sanchez-Fulton - Yes

Trustee Wilson - Yes

Trustee Jandt - Yes

Trustee Broughton - Yes

Trustee Stefan – Yes

The motion carried unanimously.

D. ADMINISTRATIVE SERVICES

1. Budget Revisions

Motion: Motion by Trustee Stefan, seconded by Trustee Broughton to approve the budget revisions.

Discussion – None.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

2. Notice of Intent to Award Contracts for Visual Arts Canopy Project and the Indio Retail and Classroom Tenant Improvement Project

Motion: Motion by Trustee Stefan, seconded by Trustee Broughton to approve Notice of Intent to Award Contracts for Visual Arts Canopy Project and the Indio Retail and Classroom Tenant Improvement Project as presented.

Discussion – Trustee Broughton asked if this item went through the proper process for proposals, and VP Howell assured the trustees that it had.

Vote:

Yes: Becky Broughton, Bonnie Stefan, Mary Jane Sanchez-Fulton, Aurora Wilson, Fred Jandt, Student Trustee Escobar Prado

No: None

Absent: None

Abstain: None

The motion carried unanimously.

XV. INFORMATION ITEMS

1. AP 3200 Accreditation
2. AP 6325 Payroll

XVI. STUDY SESSION

1. **College of the Desert Auxiliaries** – Lisa Howell, Vice President, Administrative Services. VP Howell provided a presentation on the COD Auxiliary Services.
 - The purpose: Promote and assist the educational program of the Desert Community College District, as well as to apply funds and properties toward furthering the educational program.

- The charter membership consists of a Board of Directors made up of the Superintendent/President, Vice President of Administrative Services, then Interim Vice President of Human Resources, and the Director of Fiscal Services. There is a vacancy on the membership currently.
- Appropriate functions of an Auxiliary per Title 5:
 - Student association or organization activities
 - Bookstores
 - Food and campus services
 - Student union programs
 - Facilities and equipment
 - Loans, scholarships and grant-in-aides
 - Workshops, conferences, institutes, and federal projects
 - Alumni activities
 - Supplementary health services
 - Gifts, bequests, devises, endowments and trusts, and
 - Public relations programs
- COD currently has the Bookstore (Follett Partnership, \$250,000 annual minimum) and Food Services (Pacific Dining Partnership, 60,000 annual minimum). VP Howell commented that both are revenue-guarantee agreements, which means that COD contracts with an agency that promises revenue. The Golf Driving Range is college-operated, and costs approximately \$100,000 annually to run the range.

2. **Celebration of Success** – Joel L. Kinnamon, President/Superintendent


President Kinnamon reported that his Celebration of Success report was provided during his public updates.

XVII. FUTURE AGENDA ITEMS

- Trustee Stefan – requests a presentation on open educational resources and policies, and how they impact the auxiliaries and students purchasing educational materials for their classes
- Trustee Wilson – accreditation update and process, safety and security policies on campus
- Trustee Jandt – social media policies; Dr. Kinnamon will review
- Trustee Broughton - none
- Trustee Sanchez-Fulton – AB update, The College Promise

XVIII. ADJOURN

There were no objections to adjourning this meeting. The meeting was adjourned at 4:07 pm.



 Becky Broughton, Clerk

Board of Trustees Meeting
20 May 2016
ASCOD Student Senate BoT Report

Good Morning Madame Chair, Board Members, Senior Administration, and Distinguished guests. The following is the ASCOD report for the month of May.

The ASCOD Student Senate hosted our regular meeting in the Indio campus this past May 2nd. We have enjoyed our times at the Eastern Valley Campus and have learned of all the opportunities students face on campus. We look forward to the future growth of the campus with excitement for our future students from the area.

The ASCOD Student Senate hosted their 2016-2017 Senate Elections on May 3rd through May 5th. The elected candidates will go through a transitional retreat during the summer, to get more familiar with the senate positions and goals for next year.

On May 6th, the Inter Club Council, hosted Club Olympics in the Boons Football Field from 10-2pm. The clubs had lots of fun and it was a competitive time, just as well as previous years. This year's winning club was the Student Veterans Organization. Congratulations to SVO. Thank you to all the clubs who participated in this year's Olympics.

College of the Desert will be hosting the next Region IX meeting at the ASCOD Conference room at the Office of Student Life towards the end of May. We are glad to have our fellow California community college leaders on our campus once again.

ASCOD Officer of External Affairs, Jeffrey Sala-Arellano has been the appointed representative for the College of the Desert Accreditation team. He is excited and eager to learn more about the team, and future projects.

Our next and final ASCOD meeting for the 2015-2016 academic year, will be on Monday, June 13, 2016, from 2:00pm-4:00pm in the ASCOD Conference room at the Office of Student Life.

As we reach the end of the semester, we thank the Board for all their work and motivation. We hope everyone has a great finals week, and wish everyone a nice summer.

This concludes the ASCOD report for the month of May.

Thank you,

ASCOD Student Senate

Desert Community College District
Board of Trustees' Meeting
April 20, 2016
CODAA Report

As the academic year comes to a close, CODAA would like recognize and thank the many people who we've worked with and who have made contributions to both adjuncts and the college community as a whole.

Jennifer Baker received this year's Judith Mandel Award for her efforts in implementing "pay per course" for adjuncts while she worked in Payroll.

Brian Koenig, our CODAA secretary, received this year's WHO (We Honor our Own) Award from CTA.

We would like to congratulate Dr. Nery on her new position and Amanda Phillips on hers.

And we welcome our new administrators Dr. Ralston, Dean Papas, and Interim Dean Killian.

Thank you to Jeff Baker and Diane Wirth for filling in and providing their expertise and leadership.

Congratulations also go to Dr. Hall and the Academic Senate on their hard work and accomplishments this past year as described so impressively on the video that was recently distributed. We are also appreciative of Dr. Hall's inclusion of adjuncts in Senate activities and accomplishments.

We thank current Faculty of the Year recipient Bert Bitanga for keeping adjuncts involved in important shared governance activities such as committee assignments, the accreditation process and faculty prioritization.

Congratulations to incoming Faculty of the Year recipient Kim Dozier.

Congratulations also to CODFA and CSEA on their new contracts. And we look forward to beginning negotiations on our contract next year.

While many faculty will be absent this summer, CODAA will be present and tying up some loose ends and working on new contract language for stipend opportunities which is on your agenda today.

And thanks to Dr. Kinnamon and everyone on the current leadership team for their hard work and dedication to College of the Desert.

Report to the Board of Trustees, Desert Community College District
Submitted by: Dr. Kelly Hall, Associate Professor, Business
President, Academic Senate: May 2016

Noteworthy

I am pleased to report that **Professor Judith Cook, Art**, is back in the classroom after an extended medical leave. She is grateful to return to being a part of her students' learning and success. Judith is also thankful for the support of the College of the Desert community on her return.

Tom Snyder, Adjunct Instructor English, has been named the CEO of Animal Samaritans, the largest animal charity in the Inland Empire.

Eve-Marie Andrews, Counseling, has published her third scholarship book, #Scholarships150Tips. It is a hashtag version of her textbook, Let Scholarships Pay the Way. In hopes of meeting students on their own turf, Eve-Marie used Twitter language and kept each tip to 150 characters (only 10 above the Twitter limit). This illustrated book is available in our Follett bookstore.

In April, **Professor Geoff Hagopian, Math**, along with **Jorge Perez, Melissa Flora, Steve Dostal, Sally Kalpakoff** and the MESA students, organized the College of the Desert's math field day for over 80 students from 8 different Valley high schools. The event's theme was the Mathematics of Playing Cards.

Marie Abril, Adjunct Instructor Digital Design, stepped into a full load last year to cover for a full time faculty out on medical. Her students in the New Media class created short videos as their final project. Mari arranged for the videos to be shown in the Pollock theatre. Students were able to proudly share their work with family and friends.

Last month, **Jacob Azar, Adjunct Instructor Accounting**, presented on FASB's proposal for changing certain aspects of accounting and financial reporting for Not-for-Profit Organizations at the 19th Annual Nonprofit Conference at Seattle University.

Professor Ruth Nolan, English, has a new poetry book, Ruby Mountain, which will be published this August. Ruth, who teaches the Native American Literature class at COD, also presented at the California Indian Conference at UC Berkeley this past October,

Dr. Cathy Levitt, Adjunct Instructor Business & Economics, and **Dr. Kelly Hall, Associate Professor Business**, have authored a paper entitled: "A Situational Examination of Undergraduate Business Student Approaches to Ethical Issues and the Implications for The Way Ethics is Taught". The paper has been accepted for publication by the *Journal of the Academy of Legal, Ethical and Regulatory Issues* and the *Journal of the Academy of Educational Leadership*

Leslie Mouriquand, Adjunct Instructor Anthropology, has co-authored Chia Café Collective: Cooking-Culture-Community. Leslie also gave a lecture this May at the Malki Museum on the Morongo Indian Reservation entitled: Edibles: Native Foods from the Southern California Desert.

Dr. Jim Waddell, Adjunct Instructor Philosophy, has been appointed to the Board of Directors of the Academy of Arts University in San Francisco.

Professors **Kim Dozier, Felix Marhuenda-Donate, and Donna Greene** are presenters at CCC Confer's Online Teaching Conference in San Diego this May.

Dr. Wendy Sanders, Professor Early Childhood Education, together with **International Programs Director Cody McCabe** is working with the University for Peace, a United Nations chartered graduate and professional college to offer COD's Early Childhood Education Global Practicum course in Costa Rica in summer 2017.

Dr. Bob Pellenberg, Adjunct Faculty Oceanography, reports that several MESA students recently presented their original scientific research at CSU Long Beach in April.

A project funded through the California Space Grant Consortium is being directed by **Jorge Perez, Math and Ahmed Elshafei, Physics**. It involves 13 MESA students who are working on projects programming Arduino computers to perform various tasks. These students will be completing their project over the summer and will travel to Armstrong Flight Research Center to present their projects.

Professor Heather Benes, English, has 2 children graduating College of the Desert this spring and transferring to CSU Channel Islands. Also this month, her mother age 64, who recently completed her AA at College of the Desert, is graduating with her Bachelor's degree.

Full-time Faculty Prioritization

This semester, a taskforce has been working on creating a set of recommendations for improving our full-time faculty prioritization process. This team did great work in a short amount of time. Resolutions to adopt the taskforce's recommendations have been approved by the All Faculty Senate and College Planning Council. The recommendations will be in place this coming fall.

The hiring of full-time faculty is one of the most significant decisions this college can make. The changes developed this year will revolutionize the prioritization process for these full-time faculty hires. I would like to thank Dr. Kinnamon and his cabinet for their partnership on this matter. The successful adoption of this new process happened through real collegial collaboration. I have attached a copy of the group's recommendations here. I'd also like to thank the taskforce members:

- Co-Chair, Dr. Annebelle Nery, Vice President, Student Success
- Co-Chair, Professor Bert Bitanga, Architecture, Chair: Outcomes and Assessments, Co-Chair: Assessment of Planning and Outcomes
- Dr. Kelly Hall, Associate Professor, Business, President: Academic Senate
- Leslie Young, JD, Dean, School of Health Sciences, ECE, PE/Athletics
- Fred Sangiorgio, Counselor, General Counseling
- Amanda Phillips, Director of Counseling
- Dr. Cathy Levitt, Adjunct Faculty, Business & Economics, Adjunct Faculty Association Leadership
- Scott Ventura, Full-Time Faculty Fire Technology
- Dr. Wendy Sanders, Professor, Early Childhood Education

AP 7120 (Hiring Procedures)

This Committee, Chaired by Professor Vida Rossi, has been working for well over a year on a revision to AP7120, Hiring Procedures. The revisions approved by the All Faculty Senate in April were developed in

collaboration with the Human Resources. Although this item did not clear Senate in time for the CPC to act on it this year, I anticipate they will be affirmed early in the fall.

CTE Data Unlocked

On May 5, Dean Zerryl Becker, Professor Felix Marhuenda-Donate, VP Jeff Baker, and I attended CTE Data Unlocked. This is part of the Chancellor's Office actions on the Strong Workforce Task Force recommendations, will help colleges find, understand, and use CTE data. By providing tools, training, technical assistance, and funding, CTE Data Unlocked will support the development of regional workforce plans, prepare for \$200 million in new CTE funding that will be available in 2017, and strengthen local processes like program review, accreditation, and integrated planning. Our participation made COD eligible to receive \$50,000 in funding and 10 hours of technical assistance to support CTE data usage in fall 2016.

The Common Assessment

College of the Desert will begin using the Common Assessment in spring 2017 for placement in fall 2017. We have a lot of work to do. Title 5, Section 55518, requires Student Success and Support Program (SSSP) funding to be contingent on the colleges' use of the common assessment, if an assessment test is used for placement. We have to be ready to implement the assessment on schedule or risk losing SSSP funding. This month, **Professors Vida Rossi, Christen Smith, Gary Bergstrom, and Denise Diamond** attended Common Assessment training. Other College of the Desert faculty will attend training this July. Meanwhile, we need to create an implementation team. I look forward to working with the Administration to get this accomplished. More information about the Common Assessment can be accessed here: <http://cccassess.org/cai-implementation-guide>

Z Degrees

The 16/17 state budget has funds for up to \$200,000 per grant to develop Zero-textbook cost degrees (Z degrees). Faculty purview is re-affirmed in the curriculum development process. To be eligible for the grant funds, programs must be offered by 2018/19.

Workforce Taskforce

The budget also included \$200 million to implement the Strong Workforce Taskforce recommendations. I have heard estimates of \$1.3 million to College of the Desert, much of which can be used for ongoing costs. We expect to have the program guidelines by July 1 and our allocation by October. Our plan for using the funds will be due in January 2017. The Taskforce recommendations will significantly change many of the processes we now use for CTE program development and delivery.

Final Reflections

This month marks the end of my first year as Academic Senate President. I have worked shoulder to shoulder with people from virtually every constituent group on this campus. What I have encountered has been an atmosphere of collegiality and shared values that center on our students, our community, and our responsibilities to both. It has been very gratifying to see the progress that we have made. Things are not perfect; they never will be. We are a work in progress. Nevertheless, I am very proud of us. I am proud to be a part of College of the Desert.

Respectfully Submitted,
Kelly Hall, MBA, PhD, CPA
President, Academic Senate

College of the Desert Academic Senate Resolutions

Readings: 4/28/2016 5/12/2016 COD President: 5/16/2016 Board: _____

DATE: May 12, 2016

RESOLUTION NO. 1.104

ORIGIN OF RESOLUTION: Academic Senate President

SUBJECT: Prioritization Process and Rubric

BE IT RESOLVED THAT THE ACADEMIC SENATE FOR DESERT COMMUNITY COLLEGE DISTRICT REQUESTS THAT THE BOARD OF TRUSTEES ADOPT THE FOLLOWING:

WHEREAS, There is no documented, consistent, or equitable process for Prioritization;

WHEREAS, the Academic Senate recognizes and ratifies the work done by a taskforce of faculty and administration for Prioritization guidelines, membership of Prioritization committee, process, timeline, and rubric;

WHEREAS, College Planning Council is reviewing this process for approval on May 13;

RESOLVED, that College of the Desert adopt and utilize the guidelines below for future prioritizations:

FACULTY PRIORITIZATION

General:

- A. Faculty positions requested through the Program Review Update (PRU) will be identified as being funded by either:
 - i. unrestricted funds
 - ii. categorical funds
 - iii. grant funds
- B. Categorical funded faculty positions that are identified in a Plan that has been approved by the District and the Academic Senate need not be ranked through the prioritization process as the institution has already determined, via the approved plan, the need for such position.
- C. Grant funded positions that are identified in a grant application that has been approved by the District and the Academic Senate need not be ranked through the prioritization process as the institution has already determined, via the approved grant application, the need for such position.
- D. Replacement request due to tenure track attrition is filled automatically, unless extenuating circumstances exist.
- E. Tenured faculty departures shall be replaced. The replacement may be set aside, temporarily or permanently, if compelling circumstances exist. (See Process, step 14.)
- F. If the replacement is set aside temporarily (due to fiscal constraints or other institutional need as determined by the president/superintendent) that position shall be hired in the next hiring cycle unless extenuating circumstances exist. (See Process, step 14)
- G. In the case of an unexpected departure of a tenured faculty, the use of the Faculty Emergency Hire Procedure will be initiated immediately.

College of the Desert Academic Senate Resolutions

H. Faculty positions identified in B, C, D, E, and F above do not need prioritization ranking. They will be included on the prioritization list for informational purposes.

Membership of the Prioritization Committee:

- Academic Senate President or designee (Faculty Co-Chair)
- One member of Senate Executive Committee or designee
- Outcomes and Assessment Faculty representatives (2)
- At-large Faculty representatives selected by the Academic Senate Executive Committee (2)
(Note: Faculty from Student Services should be included on the Committee)
- Vice President, Student Learning (Administrative Co-Chair)
- Vice President, Student Success
- Deans or Directors or designees (4)

Process:

1. Each academic year, as part of the Program Review Update (PRU) process, Department Chairs/Area Coordinators/Discipline Faculty will have the opportunity to fill out a Faculty Position Request Form, providing relevant data and a narrative justifying the need for a fulltime position.
2. All Program Review Updates will be uploaded to the Outcomes and Assessment webpage by the Outcomes and Assessment Committee (OAC) representatives.
3. The faculty request forms will be extracted from the PRU by the Office of Institutional Effectiveness and prepared for the Prioritization Committee.
4. Faculty requests for new programs (those not yet in existence) may be submitted via the faculty request form by the appropriate dean or faculty member, directly to the OAC.
5. The budget sub-committee will communicate an estimate of the number of positions funded with unrestricted funds no later than October 15th.
6. The prioritization committee will rank 150% of the estimated number of positions funded with unrestricted funds.
7. The data required on the Faculty Request forms and the criteria used for ranking on the Prioritization Rubric will be articulated and revised as necessary by joint agreement of the OAC, the Academic Senate, and the College Planning Council
8. Each year, prior to the evaluation of the faculty position requests, members of the Prioritization Committee will be trained (normed) in using the criteria on the Prioritization Rubric. Data will be used as much as possible in evaluating the requests, but as every program is different, many factors must be considered. Not all criteria are hierarchical in nature.

College of the Desert Academic Senate Resolutions

9. The Prioritization Committee will review the data from the Faculty Request forms and will evaluate each request on the basis of the specified criteria (See Prioritization Rubric and Directions).
10. The Co-Chairs of the Faculty Prioritization Committee are voting members.
11. In the event that the Prioritization Committee needs more information, the co-chairs of the committee may ask for a representative from the department in question to come forward to answer questions about the position; however, no presentations will be made.
12. The initial ranking will be done by ballot as follows: each member will assign a score to each rubric category for each position request. The total of the average scores in each rubric category will determine the initial ranking. The initial ranking may be revised as described in (13) below.
13. Once the draft list has been completed, any member of the Faculty Prioritization Committee can suggest an override of a ranking. Overrides are permitted when a supermajority (8/12 of the committee members are required) votes to re-rank a single position. In positions 1-5, a position may be moved one slot up or down; in positions 6-10, a position may be moved two slots up or down; in positions 11-20, a position may be moved three slots up or down.
14. Once a prioritization/replacement list is completed, it will be presented to the college president, the Academic Senate, Budget Planning Committee, and the College Planning Council. Should the president override any of the ranked/replacement positions, he or she must present a detailed written explanation of that decision to the Academic Senate and to the College Planning Council within one month.
15. The timeline shown below is for typical prioritization and faculty hiring cycle. The process will also apply to out of cycle faculty requests.
16. Requests shall be campus and site specific. In the case of a failed search, a new search will proceed automatically.

Timeline:

Oct	Faculty/Deans/Area Coordinators fill out faculty request forms as part of the Program Review Update.
Nov	Faculty Prioritization Committee evaluates and ranks the requests using the Prioritization Rubric. Ranked list is forwarded to the President, the Budget Planning Committee, and to the Academic Senate.
Jan/Feb	President announces the number of positions to be funded for the next academic year. HR initiates the process for faculty hiring. Faculty Prioritization Committee reconvenes, debriefs, and evaluates the process (in order to improve it). Where is the APOs part in the assessment?
March	Screening committees review applications.

April/May	Candidates interviewed; finalists selected.
May/June	Board of Trustees approves contracts

Directions for Using the Rubric:

- 1) Prior to the Full-Time Faculty Prioritization meeting, each Co-Chair will be tasked with determining three interests.
- 2) During the Full-Time Faculty Prioritization meeting, the group may decide upon a single shared interest that will be scored under the category "Other." This category will allow the committee to incorporate criteria not covered elsewhere in the Rubric. Possible examples of a shared interest are:
 - a) The District has made a commitment to build a Center in the west valley and a Full-time faculty member dedicated to this location is needed.
 - b) The position is needed to address a demonstrable gap in student success among student veterans.
- 3) All faculty requests will fall into either Block 1A or 1B on the rubric: **Growth Positions** (for established programs requesting additional FT faculty); **New Program/Discipline Position** (for programs/disciplines not yet established or newly established with no full-time faculty).
- 4) Within the appropriate block, each request will be assigned 0-5 points based on the criteria listed.
- 5) All requests will be evaluated in Blocks two or three, and if applicable, Block four. In each of these blocks, each request will be assigned 0-5 based on the criteria listed.

NOTE: Not all criteria within a block are hierarchal in nature. Requests must be evaluated holistically within each block, based on a variety of factors.
- 6) The positions will then be ranked in order of the total points earned. In the case of ties, the committee will vote to rank the positions; a simple majority is all that is required for this procedure.

College of the Desert Academic Senate Resolutions

RUBRIC FOR PRIORITIZING FULL-TIME FACULTY POSITIONS BLOCKS 1-A or 1-B: EVALUATE REQUEST USING ONE SINGLE BLOCK.

BLOCK 1A	Program Growth Position <ul style="list-style-type: none"> • Enrollment data over past two years indicate program is <i>growing</i> • Enrollment data over past two years indicate program is <i>stable</i> • Enrollment data over past two years indicate program is <i>declining</i> • Independent marketing or other data indicate growth potential 	Points (0-5):
BLOCK 1B	New Program/Discipline Position <ul style="list-style-type: none"> • Program Initialization process complete • State curriculum approval complete • New Program has shown significant growth without FT faculty • Independent marketing data suggest viability of new program 	Points (0-5):

EVALUATE ALL REQUESTS IN BLOCKS 2 & 3 AND, IF APPLICABLE, BLOCK 4

BLOCK 2	Supporting Data <ul style="list-style-type: none"> • Program has no full-time faculty • FT/PT ration below 50/50 percent • FT/PT ratio below 60/40 percent • FT/PT ratio below 75/25 percent • FT/PT ratio results in critical lack of effective support for adjunct faculty • Reliable pool of well-qualified adjunct faculty is unavailable • Counselor to student ratio • Librarian to student ratio 	Points (0-5):
BLOCK 3	Program/Student Outcomes <ul style="list-style-type: none"> • Narrative justification demonstrates clear need for FT faculty in order to maintain program outcomes • Narrative justification demonstrates clear need for FT faculty in order to achieve student learning outcomes 	Points (0-5):
BLOCK 4	Other (Shared Interest) <ul style="list-style-type: none"> • Shared interest determined by the Prioritization Group. Scoring rubric will be mutually agreed and will be based on the nature of the shared interest. (See Directions for Using the Rubric # 2) 	Points (0-5):
TOTAL		

I, Kelly Hall, President of the College of the Desert Academic Senate, do hereby certify that the foregoing resolution was duly adopted by the said Faculty Senate.

Kelly Hall, MBA, PhD, CPA

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)*

Singles & Dault

**For the complete text of Board Policy 2350 www.collegeofthedesert.edu – "Community", "Board of Trustees", "Board Policies and Procedures".*

*ADDED MORE CLASSES
I care about one
another case*

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

Letter

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 5/20/16

NAME: Gary Plunkett w/ Tony Manzani
(Please print legibly)

AFFILIATION: PUBLIC _____ STAFF X
 FACULTY _____ STUDENT _____

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

AGENDA ITEM NO. Man's Golf

TITLE _____

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: _____

NAME: Gary Plunkett
(Please print legibly)

AFFILIATION: PUBLIC _____ STAFF X
 FACULTY _____ STUDENT _____

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

AGENDA ITEM NO. Women's Tennis

TITLE _____

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 5.20.2010

NAME: Victoria Lort - American Outreach Foundation
(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 _____

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: 5-20-16

NAME: Felix Nuñez
(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 retired RN

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: 5/20/2016

NAME: Breanna Sewell
(Please print legibly)

AFFILIATION: PUBLIC X STAFF _____
FACULTY _____ STUDENT _____
Sky Valley-

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

AGENDA ITEM NO. _____

TITLE _____

*Like I said,
How can I help our students &
Womens
Volunteer Rotary Volunteer
Contribute
Empower our youth
College of Desert*

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: 5/20/16

NAME: DAWN SWAJIAN
(Please print legibly)

AFFILIATION: PUBLIC X STAFF _____
FACULTY _____ STUDENT _____

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

AGENDA ITEM NO. _____

TITLE High School Concurrent Enrollment



NOTICE OF PUBLIC MEETING
DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

NOTICE is hereby given that on Friday, May 20, 2016 at 9:30 am the Board of Trustees of the Desert Community College District will hold a public meeting in the Cravens Student Services Center Multi-Purpose Room located at 43-500 Monterey Avenue, Palm Desert, CA 92260. The following agenda item will be considered by the Board at or following that time:

**ADOPTION OF RESOLUTION ADOPTING FINDINGS AND A
MITIGATION MONITORING AND REPORTING PROGRAM
PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY
ACT, CERTIFYING THE WEST VALLEY CAMPUS MASTER PLAN
AND PHASE I PROJECT FINAL ENVIRONMENTAL IMPACT REPORT
(SCH # 2014111025), AND APPROVING THE COLLEGE OF THE
DESERT WEST VALLEY CAMPUS MASTER PLAN AND PHASE I
PROJECT:**

The Final Environmental Impact Report considers the environmental impacts of the proposed West Valley Campus Master Plan and the Phase I Project, which proposes to redevelop an approximately 29-acre site, currently occupied by the Palm Springs Mall, with approximately 330,000 square feet to be constructed in phases and to include core campus, academic pillar/partnership space, ancillary campus buildings, a conference center and limited campus-oriented retail.

A Draft Environmental Impact Review (DEIR) for the Master Plan and Phase I Project was released for public review on January 22, 2016 for a 45-day public review period. Copies of the DEIR are available for public review at the Palm Springs Public Library at 300 S. Sunrise Way in Palm Springs and at the COD Administrative Office at 43-500 Monterey Avenue, Palm Desert, CA 92260. The Draft EIR is also available for review on the COD website: <http://codbond.eispro.com/ProgramDocuments.aspx>.

All interested persons are invited to attend this meeting and be heard at the time and place specified above regarding the matters under consideration. Once finalized, the supporting documents will be available for review during normal business hours at the College of the Desert Bond Office.

If you challenge any of the foregoing actions in court, you may be limited to raising only those issues you or someone else raised prior to the close of the public meeting for final action described in this notice or in written correspondence delivered to the Board of Trustees of the Desert Community College District at, or prior to, the public meeting.



GOD WEST VALLEY CAMPUS

Master Plan and Phase I Project

And Final EIR

May 20, 2016



College of the Desert
West Valley Campus



TERRANOVA®
PLANNING & RESEARCH, INC.



COD WEST VALLEY CAMPUS And Phase I Project

Serving the Western Coachella Valley including the communities of Cathedral City, Desert Hot Springs and Palm Springs

Set in the heart of Palm Springs with convenient access and comprehensive services



Source: Google Earth, 2015

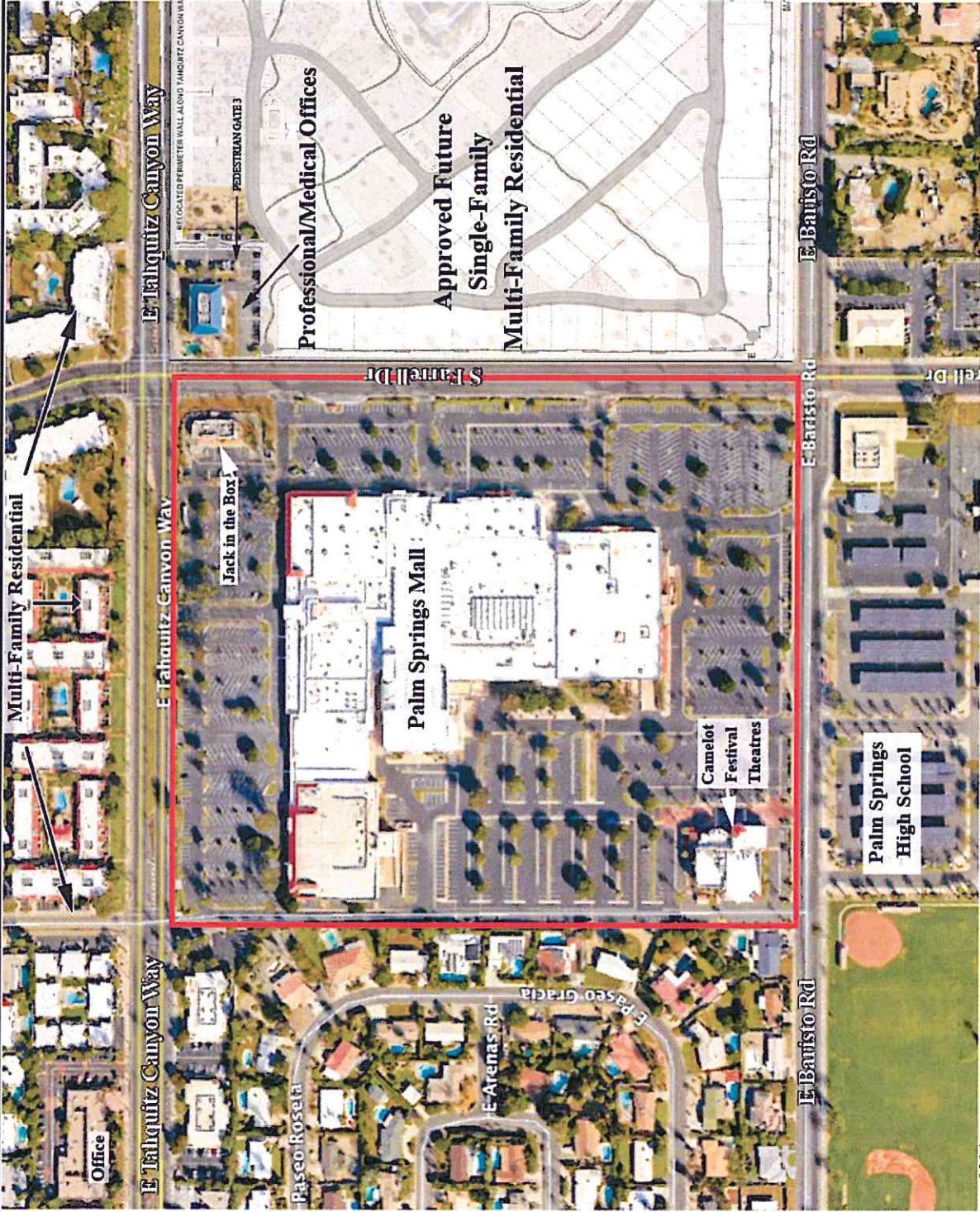
Exhibit
3-2



COD WVC Master Plan & Phase I Project
Project Vicinity Map
Palm Springs, California



TERRA NOVA
PLANNING & ENGINEERING, INC.



Source: Google Imagery 2014



**COD WVC Master Plan & Phase I Project
Aerial View of Campus Site
Palm Springs, California**



Exhibit

3-3





COD West Valley Campus

Phase I Development Project
 Campus Use Assigned Space (Sq. Ft.)

Culinary Arts 7,189

Classrooms 8,475

Interdisciplinary Labs

& Collaboration Space 5,977

Office/Faculty Space 5,577

Restrooms/Locker Rooms 1,876

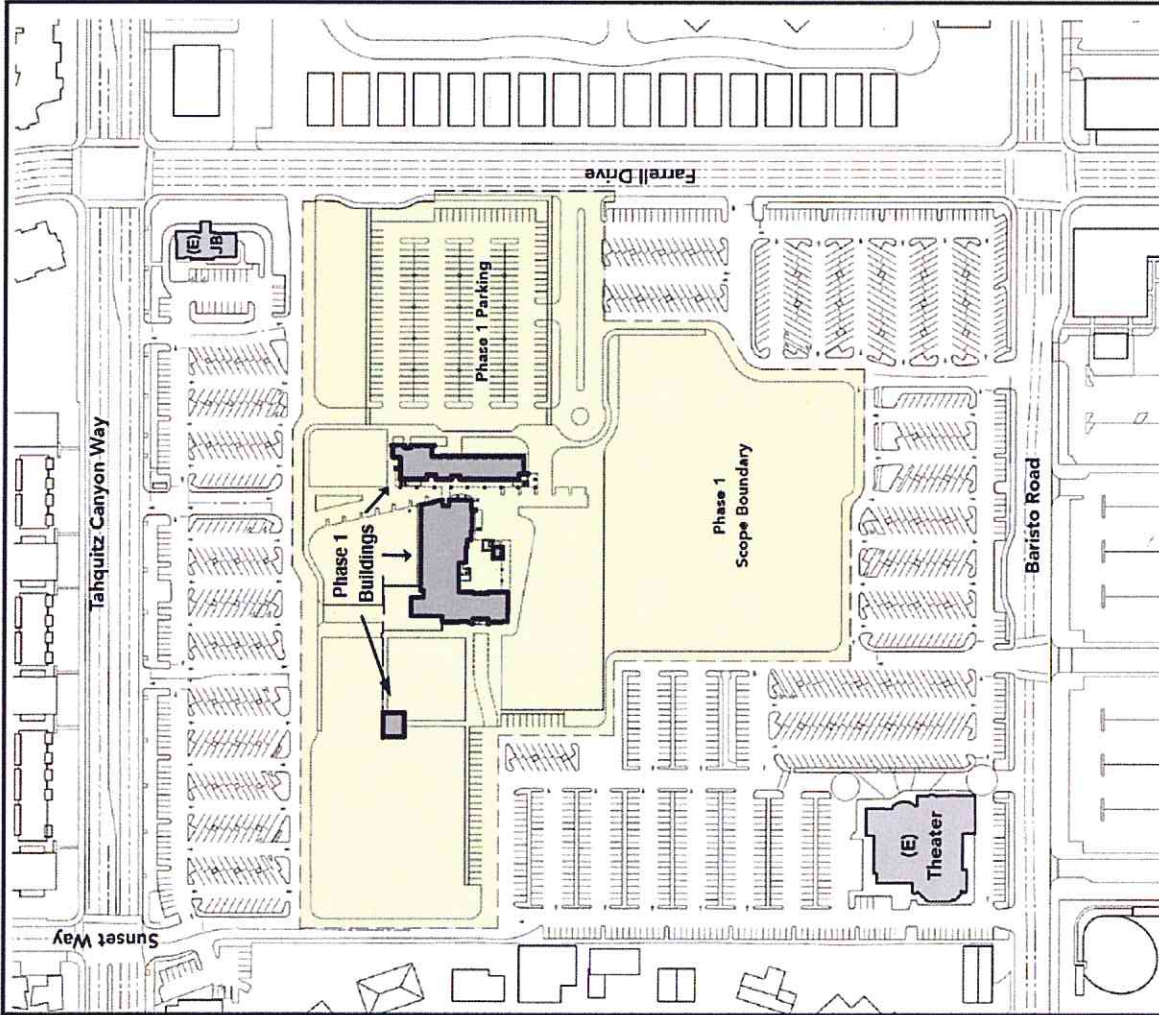
Building M&O 2,700

Common Area Space 1,894

Health Office 343

Ancillary Space (approx.) 3,650

Parking 159 spaces



No Scale
 102015

Source: HMC Architects, 04.22.15

Exhibit
 8-14



COD WVC Master Plan & Phase I Project
 Phase I Site Plan
 Palm Springs, California





West Valley Campus Conceptual Phasing

- Phase I Project Per WVC Master Plan
- Phase II School of Film and Media Arts
- Phase III West Core Campus Expansion
- Phase IV South Core Campus Expansion
- Phase V Southeast Quadrant Expansion



Legend

- 1 Northeast Core Campus
- 2 Film & Media Arts
- 3 West Core Campus
- 4 South Core Campus
- 5 Southeast Campus Quadrant
- A Library - Not Phase Specific
- B Conference Center - Not Phase Specific

Note: Phasing is preliminary and will be affected by a variety of factors, including funding and curriculum priorities.

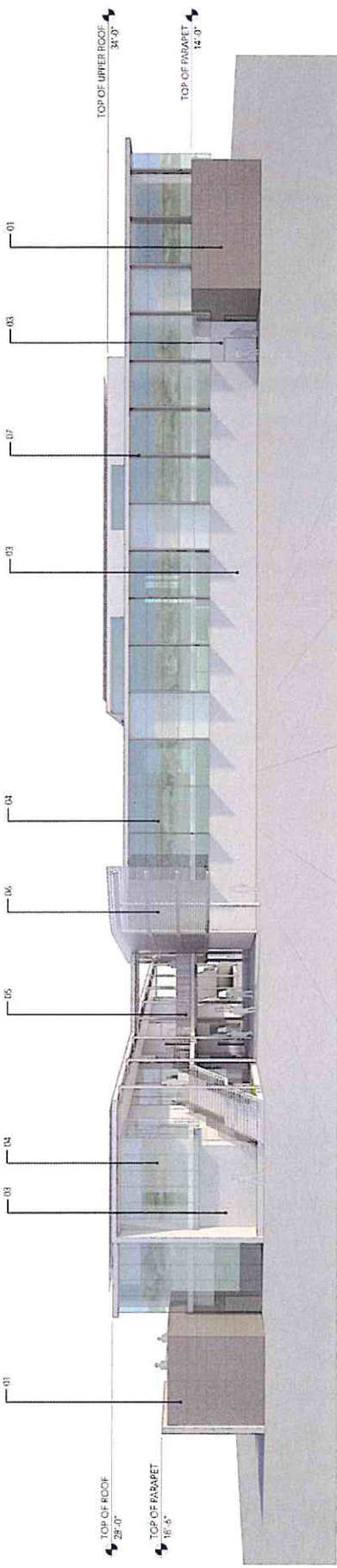


COD WVC Master Plan & Phase I Project
Preliminary Phasing Plan
Palm Springs, California

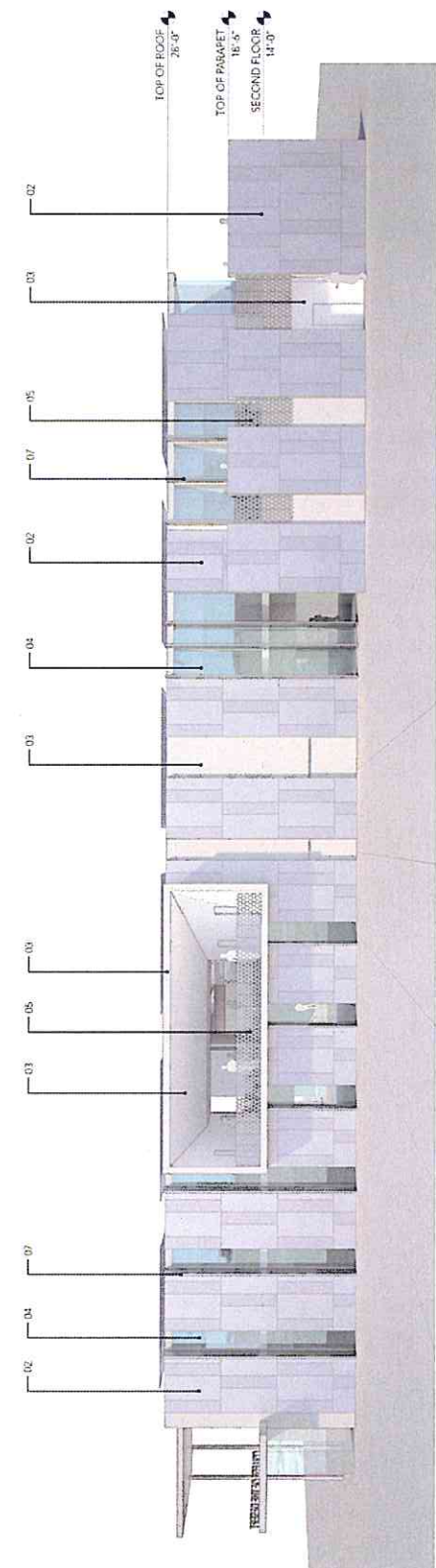


Exhibit

8-13



NORTH ELEVATION - FACING TAHQUITZ CANYON WAY



EAST ELEVATION - FACING FARRELL DR.

MATERIAL KEYNOTES

- 01 LARGE FORMAT PORCELAIN TILE
- 02 COMPOSITE METAL PANELS
- 03 EXTERIOR CEMENT PLASTER, SMOOTH TROWEL FINISH
- 04 ALUMINUM & GLASS CURTAIN WALL
- 05 PERFORATED METAL GUARDRAIL
- 06 PERFORATED METAL SCREEN SIGNAGE/ART IDENTITY ELEMENT
- 07 METAL SOLAR SHADING DEVICE

**COLLEGE OF THE DESERT - WEST VALLEY CAMPUS
PHASE 1 BUILDING**

10.20.15
2015.07.23
N

Source: HMC Architects 07.23.15



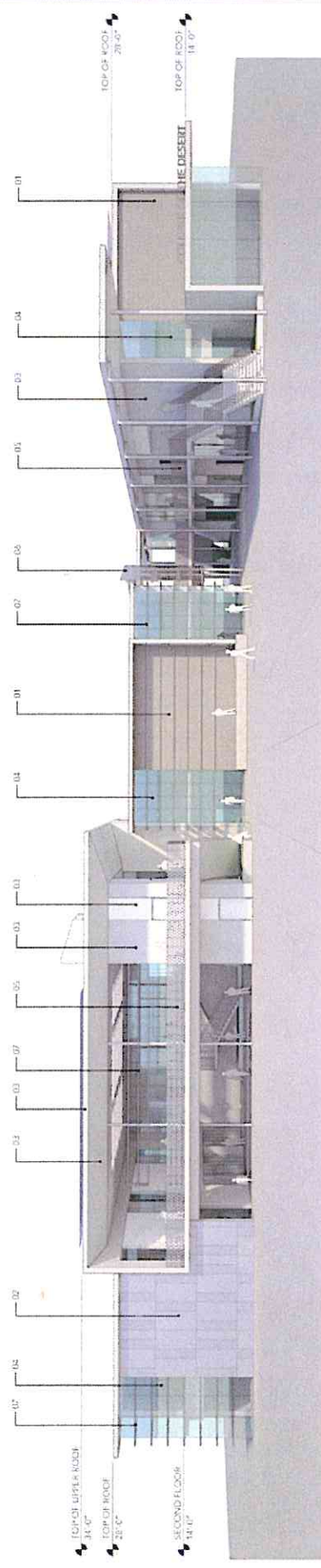
TERRA NOVA
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**COD WVC Master Plan & Phase I Project
Phase I Building Elevations - North and East Facing
Palm Springs, California**

Exhibit

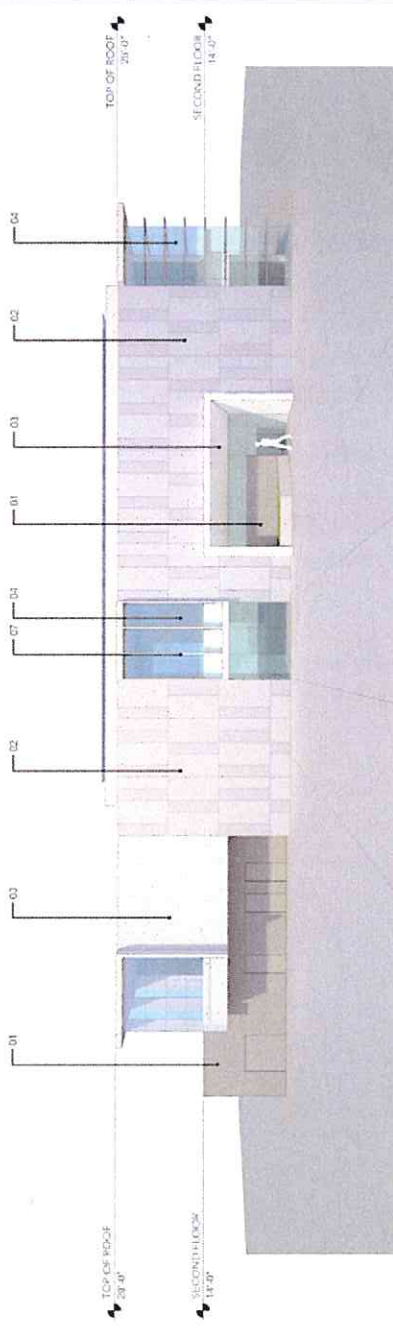
8-15A



SOUTH ELEVATION - FACING BARISTO RD.

MATERIAL KEYNOTES

- 01 LARGE FORMAT PORCELAIN TILE
- 02 COMPOSITE METAL PANELS
- 03 EXTERIOR CEMENT PLASTER, SMOOTH TROWEL FINISH
- 04 ALUMINUM & GLASS CURTAIN WALL
- 05 PERFORATED METAL GUARDRAIL
- 06 PERFORATED METAL SCREEN SCREEN/GUARD/IDENTITY ELEMENT
- 07 METAL SOLAR SHADING DEVICE



WEST ELEVATION - FACING RESIDENTIAL NEIGHBORHOOD

COLLEGE OF THE DESERT - WEST VALLEY CAMPUS
 PHASE 1 BUILDING

2015-07-23



Source: HMC Architects 07.23.15



TERRA NOVA
 PLANNING & RESEARCH, INC.



COD WVC Master Plan & Phase I Project
Phase I Building Elevations - South and West Facing
 Palm Springs, California

Exhibit

8-15B

10.20.15



West Valley Campus Preliminary Landscape Plan

Three Layers

The landscape of the site provides three layers of drought tolerant planting. The first layer consists of decomposed granite, boulders, and low desert succulents and groundcover to provide visibility throughout the site.

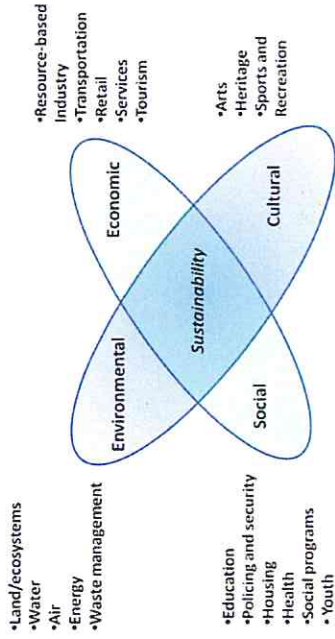
The second layer includes a tree canopy to provide shade for parking and pedestrian circulation.

The third layer provides vertical structure with skyline planting of palms visible from a distance and identifying the West Valley Campus as a unique place.



COD West Valley Campus

Master Plan & Phase I Project



College of the Desert
West Valley Campus

CEQA Process

- Notice of Preparation: November 3, 2014
- Public Scoping Meeting: November 22, 2014
- Draft EIR Public Comment Period: January 21 through March 8, 2016
- Draft EIR Comments Received: Two Letters
 - Native American Heritage Commission
 - Caltrans Division of Aeronautics
- Transmitted Final EIR May 4, 2016
- Board of Trustees Meeting May 20, 2016



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COD West Valley Campus Master Plan & Phase I Project



Summary of CEQA Analysis

CEQA Analysis Categories

Less Than Significant Impacts and Less Than Significant With Mitigation

Note: All but one of the CEQA analysis categories required no mitigation measures. However, measures were recommended and mitigation-by-design was identified to further reduce those already insignificant impacts. Only potential impacts associated with hazards and toxic materials required additional mitigation to ensure that impacts will be less than significant.



- Land Use/Planning
- Transportation/Traffic
- Air Quality and Greenhouse Gases
- Biological Resources
- Geology and Soils
- Hydrology
- Water Quality and Resources
- Hazards and Toxic Materials
- Noise
- Cultural and Paleontological Resources
- Recreational Resources
- Visual Resources/Aesthetics
- Energy and Mineral Resources
- Utilities/Service Systems and Public Services
- Socio-Economic Resources/Population/Housing
- Agriculture and Forestry Resources



College of the Desert
West Valley Campus



**COLLEGE OF THE DESERT
WEST VALLEY CAMPUS**

Master Plan & Phase I Project

NEXT STEPS



- **Adoption of Resolution**
- **Recitals**
- **Summarizes Proposed Project**
- **Summarizes Alternatives Analyses**
- **Sets Forth Legal Requirements**
- **Sets Forth EIR CEQA Findings**
- **Describes Project Benefits**
- **Summarizes Mitigation Monitoring/Reporting**
- **Declares EIR Certification**
- **Site Acquisition**



Desert Community College District Auxiliary Services

Lisa Howell
Vice President, Administrative Services
May 20, 2016

Auxiliary Services

- Purpose
 - Promote and assist the educational program of the Desert Community College District
 - Apply funds and properties toward furthering the educational program
- Membership
 - Board of Directors
 - Superintendent/President
 - Vice President, Administrative Services
 - Interim Vice President, Human Resources
 - Director of Fiscal Services
 - Vacant

Auxiliary Services

- Appropriate functions of an Auxiliary per Title 5:
 - Student association or organization activities
 - Bookstores
 - Food and campus services
 - Student union programs
 - Facilities and equipment
 - Loans, scholarships, grants-in-aids
 - Workshops, conferences, institutes, and federal projects
 - Alumni activities
 - Supplementary health services
 - Gifts, bequests, devises, endowments and trusts, and
 - Public relations programs

Auxiliary Services Components



Bookstore

- Follett Partnership – Revenue Guarantee Agreement
- \$250,000 annual minimum



Food Services

- Pacific Dining Partnership – Revenue Guarantee Agreement
- \$60,000 annual minimum



Golf Driving Range

- College Operated
- (\$100,000) Average annual operating loss