

Agenda

Desert Community College District Board of Trustees
43-500 Monterey Ave., Palm Desert, CA 92260

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: THURSDAY, APRIL 17, 2014
TIME: 9:30 A.M.
LOCATION: 43500 MONTEREY AVE., PALM DESERT, CA
CRAVENS MULTI-PURPOSE ROOM

Persons with disabilities may make a written request for a disability-related modification or accommodation, including for auxiliary aids or services, in order to participate in the Board meeting. Requests should be directed to the Office of the President as soon in advance of the Board meeting as possible.

For the convenience of the public, regular meetings of the Board of Trustees are transmitted live via "video stream" from the District's website, www.collegeofthedesert.edu. This is a non-interactive format allowing viewers to hear the discussion and view the Board of Trustees during the meeting. Archived video of some prior meetings is also available. The minutes of the meetings of the Board of Trustees are the official record of the actions of the Board.

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

II. AGENDA:

A. BOARD MEETING AGENDA: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a 2/3 vote of the Board, or (if less than 2/3 of the members are present, a unanimous vote of those present), that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified.

B. CONFIRMATION OF AGENDA: Approve the agenda of the Regular Meeting of April 17, 2014, with any additions, corrections, or deletions.

III. CLOSED SESSION: 9:35 a.m. to 10:15 a.m. and 12:00 p.m. to 1:30 p.m. and/or following the open session if additional time is needed.

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time the board shall reserve time after the public meeting to continue discussion.

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

2. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:

Section 54956.9 (d)(2/3/4) Specify number of potential cases: 6

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 664 190 021, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 019, 502 190 020

Agency Negotiator or Designee: Dr. Joel Kinnamon

4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President

IV. OPEN SESSION 10:30 a.m.

Closed session report (if any)

V. READING OF PROCLAMATIONS

1. Earth Day: Melissa Hewitt, Ecologic Club President
2. Mental Health Month: Nick Alatorre, Student Worker in Student Health Services
3. Classified School Employees Week: Pam Chapman, Administrative Assistant, IT
4. Day of the Professor: Denise Diamond, Associate Professor, English
5. Asian/Pacific Islander Heritage Month:
6. National Nurses Week:

VI. PUBLIC COMMENTS: PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM SHOULD COMPLETE THE “REQUEST TO ADDRESS THE BOARD” FORM AND PRESENT IT TO THE SECRETARY. PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM MAY DO SO AT THIS TIME. THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON AND 15 MINUTES PER TOPIC, UNLESS FURTHER TIME IS GRANTED BY THE BOARD.

VII. APPROVE THE MINUTES OF:

Regular meeting of March 21, 2014. ([Details on COD Website](#))

VIII. REPORTS

- A. ASCOD
- B. COLLEGE OF THE DESERT FOUNDATION
- C. COLLEGE OF THE DESERT ALUMNI ASSOCIATION
- D. ACADEMIC SENATE
- E. C.O.D.F.A.
- F. C.O.D.A.A.
- G. C.S.E.A.
- H. GOVERNING BOARD

I. SUPERINTENDENT/PRESIDENT

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

A. BOARD OF TRUSTEES

1. Proclamations

B. PRESIDENT

1. Approval of Sabbatical Leave Requests

C. HUMAN RESOURCES

1. Employment Group C Appointments
2. Employment Group A Appointments
3. Limited Term Interim Appointments
4. Volunteer
5. Working Out-of-Class
6. Renewal of Foundation Administrator Contract
7. New Job Description
8. Approval of MOU – SERP – CSEA
9. Proposal from the DCCD to CTA – 1st Reading
10. Proposal from the CSEA to DCCD – 1st Reading

D. ADMINISTRATIVE SERVICES

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Payroll #9
4. Out-of-State Travel
5. Agreements for Special Services
6. Change Orders – Measure B Bond Projects
7. Notice of Completion – Measure B Bond Project
8. Amendments to Agreements

E. STUDENT SUCCESS AND STUDENT LEARNING

1. Approval of Curriculum Modifications for Fall 2014

X. ACTION AGENDA

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

B. BOARD OF TRUSTEES

1. Resolution 041714-1: Excuse Board Member Absence

C. PRESIDENT

1. Approval of Accreditation Follow-up & Mid-Term Reports – Second Reading/Approval

D. ADMINISTRATIVE SERVICES

1. Resolution #041714-2 Budget Adjustment
2. Budget Transfers
3. Public Hearing Regarding Prospective Lease of District Property
4. Request for Waivers from Board of Governors
5. Notice of Intent to Award Contracts for the Athletic Facilities Project – Tennis Courts

XI. STUDY SESSION 1:30

1. Education Centers
2. Facilitator for Professional Development

XII. CLOSED SESSION (Continuation if needed)

XIII. ADJOURN

**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Board of Trustees

TITLE: PROCLAMATIONS

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

BACKGROUND:

MENTAL HEALTH MONTH: May is Mental Health Month was started 64 years ago to raise awareness about mental health conditions and the importance of mental wellness for everyone. Wellness is essential to living a full and productive life. It involves a set of skills and strategies to prevent the onset or shorten the duration of illness and promote recovery and well-being. It's about keeping healthy as well as getting healthy. It involves complete general, mental and social well-being. And mental health is an essential component of overall health and well-being. The fact is our overall well-being is tied to the balance that exists between our emotional, physical, spiritual and mental health

CLASSIFIED SCHOOL EMPLOYEES WEEK: Each year, one week in the spring is set aside throughout California to honor classified school employees. This event is established by the California School Employees Association in conjunction with the California State Legislature. The purpose of such recognition is to acknowledge the continued valuable contributions which are made by classified employees and to reflect upon the work of these individuals as it relates to the success of the institution

ASIAN/PACIFIC ISLANDER HERITAGE MONTH: At College of the Desert we are privileged to have both employees and students representing the Asian/Pacific Islands ancestry. Their unique culture, high standards and ideals continue to enhance the programs at the college. The proclamation designating the month of May as Asian/Pacific Islanders Heritage Month provides the opportunity to recognize their importance to College of the Desert and our educational programs.

DAY OF THE PROFESSOR: California Education Code Section 37222.10 sets aside the first Wednesday in May as the Day of the Professor. This is the opportunity, each year, to show appreciation to the dedicated faculty for their valuable role in the education of students.

NATIONAL NURSES WEEK: Each year, one week in the spring is set aside throughout the nation to honor the nursing profession. This recognition pays honor to the dedication, commitment and tireless efforts of the nation's nurses.

EARTH DAY: In the spring of 1970, U.S. Senator Gaylord Nelson led a nationwide grassroots demonstration on the state of the environment that came to be known as Earth Day. April 22, 2014 marks the 44th anniversary of this event and the birth of the modern environmental movement. This proclamation is in support of environmental initiatives at College of the Desert

and to encourage others to undertake similar actions by participating in College of the Desert's Green Council.

[*Proclamations on COD Website](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Approve the proclamations as presented.

Administrator Initiating Item: Becky Broughton	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: President

TITLE: APPROVAL OF SABBATICAL LEAVE REQUESTS

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

BACKGROUND:

1. Christen Smith: Work on a certificate of e-learning in the Master of Education Department at California State University, San Bernardino for the purpose of improving online teaching skills. The intention is to then develop a series of short-term hybrid/online English and ESL grammar editing courses that would be available for any student struggling with Basic Skills issues.
2. Felix Marhuenda-Donate: Enhancing professional development, increase student success and bring recognition to the District as one that fosters innovation in technology to enhance student success by developing a free, accessible, cohesive and comprehensive math review for our students. The Massive Open Online Course (MOOC) will be created on our LMS.
3. Anna Reber-Franz: The goals would be to accomplish three primary purposes:
 - a. To complete the final phase of the Doctorate in Nursing Practice degree inclusive of re-formatting of the dissertation paper and dissemination of research finding to two entities; a nursing journal supporting discussion and advancement of policy based on current trends in nursing education and practice, and to nursing scholars undertaking policy analysis studies.
 - b. To translate data from the Policy Analysis to a variety of local (California Community Colleges), state (CABoN) and national (NCoSBN) stakeholders.
 - c. To construct a number of policies that would serve to protect the interests of the program, the institution and the community.

FISCAL IMPLICATIONS:

Positions are district funded and will be replaced with adjunct faculty using budgeted district funds.

RECOMMENDATION:

Approve the sabbatical leave requests as presented.

Administrator Initiating Item: Joel Kinnamon	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Human Resources

TITLE: EMPLOYMENT GROUP C APPOINTMENTS

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

BACKGROUND:

Under AP 6300(a), the undernoted appointments included in Group C have been made as noted.

Classified/Substitute/Temporary employees in an aggregate amount of \$8,522.11. ([Details on COD website](#))

Faculty stipend in aggregate amount of \$1,140.00. ([Details on COD website](#))

Adjunct salary/stipend in aggregate amount of \$20,268.20. ([Details on COD website](#))

Student Workers/Tutors in the aggregate amount of \$20,547.50. ([Details on COD website](#))

Contract/Non-affiliated in the aggregated amount of \$2,118.72 ([Details on COD website](#))

FISCAL IMPLICATIONS:

All positions are fully funded as noted on details in the Board portal.

RECOMMENDATION:

Board of Trustees approves or ratifies, as appropriate, the appointments as presented.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 2**

AREA: Human Resources

TITLE: EMPLOYMENT GROUP A APPOINTMENTS

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

BACKGROUND:

Classified:

1. Ms. Michelle Price has been appointed to a vacated position of Part-Time Student Center Assistant, Office of Student Life, effective 3/31/14. Placement on Range 7 of the Classified salary schedule is at Step A.
2. Mr. Daniel Zamora has been appointed to a vacated Part-Time Custodian, Maintenance & Operations, effective 3/24/14. Placement on Range 8 of the Classified salary schedule is at Step A.
3. Ms. Diana Ortiz has been appointed to a vacated Full-Time Accounting Specialist, Fiscal Services, effective 4/7/14. Placement on Range 15 of the Classified salary schedule is at Step H.
4. Mr. Elias Rangel has been appointed to a new Part-Time Custodian position at the Indio campus, effective 2/24/14. Placement on Range 8 of the Classified salary schedule is at Step A.

[*Details on COD website](#)

FISCAL IMPLICATIONS:

1. Position is funded by restricted funds.
2. Position is funded by unrestricted funds.
3. Position is funded by unrestricted funds.
4. Position is funded by unrestricted funds.

RECOMMENDATION:

Board of Trustees ratifies appointments as presented.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 3**

AREA: Human Resources

TITLE: LIMITED TERM INTERIM APPOINTMENTS

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

BACKGROUND:

To ratify the limited term interim appointments of the following individuals on the effective date indicated:

Faculty:

1. Ms. Tula Marin, Interim Full-Time Counselor, TRIO SSS EVC, until position is filled, effective 3/10/14. Placement on Range III of the Certificated salary schedule is at Step 1.
2. Ms. Veronica Padgett, Interim Program Manager, Partnership and Community Education, until position is filled, effective 3/17/14. Placement on Range III of the Leadership salary schedule is at Step 1.
3. Ms. Carol Lasquade, Interim Full-Time Dean, Student Success & Student Learning, effective 4/1/14 through 6/30/14. Placement on Range XI of the Leadership salary schedule is at Step 8.

[*Details on COD website](#)

FISCAL IMPLICATIONS:

1. Position is funded by restricted funds.
2. Position is funded by restricted funds.
3. Position is funded by unrestricted funds.

RECOMMENDATION:

Board of Trustees ratifies appointments as presented.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 4**

AREA: Human Resources

TITLE: VOLUNTEER

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

BACKGROUND:

Carolina Aguirre – Child Development Center

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Board of Trustees ratifies volunteer as presented.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 5**

AREA: Human Resources

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

TITLE: WORKING OUT-OF-CLASS

BACKGROUND:

1. Mr. Matthew Housewright has been working out-of-class in his position of Skilled Maintenance Electrician/Plumber, Maintenance & Operations, as Mr. Housewright has been acting as a Lead on day shift whenever he has been needed while supervisor has been out on medical leave. A temporary pay adjustment to Range 16, Step I, on the Classified Salary Schedule has been given to Mr. Housewright.
2. Ms. Paloma Gomez has been working out-of-class in her position of Part-Time Transfer & Career Centers Specialist, Student Success & Student Learning. Ms. Gomez has been working as a Part-Time Assessment & Testing Services Specialist while temporarily substituting for an employee out on leave. A temporary pay adjustment to Range 14, Step A, on the Classified Salary Schedule has been given to Ms. Gomez.
3. Ms. Misti Santana has been working out-of-class in her position of HR Benefits Specialist, Office of Human Resources, as Ms. Santana has been handling 50% of Risk Management duties formerly done by Director/Fiscal Services. A temporary pay adjustment to Range V, Step 7, on the Leadership Salary Schedule has been given to Ms. Santana.

[*Details on COD Website](#)

FISCAL IMPLICATIONS:

1. This position is funded by unrestricted funds.
2. This position is funded by restricted funds.
3. This position is funded by unrestricted funds.

RECOMMENDATION:

Board of Trustees ratifies the working out-of-class.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 6**

AREA: Human Resources

**TITLE: EDUCATIONAL ADMINISTRATOR
CONTRACT RENEWAL**

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

BACKGROUND:

The Education Code requires notification of salary placement for administrative employees on a yearly basis. The process for determining contract length is related to the evaluation procedures provided in the Leadership Handbook approved by the Board. Upon approval by the Board, a new contract will be issued with the appropriate term to replace the existing contract.

The contract for Mr. James Hummer, Executive Director of the College of the Desert Foundation, will be renewed through June 30, 2016. Mr. Hummer's current salary placement is at range XIII/Step 10 on the Leadership Salary schedule.

FISCAL IMPLICATIONS:

This position is funded by Foundation funds.

RECOMMENDATION:

Board of Trustees approves the contract renewal.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 7**

AREA: Human Resources

TITLE: NEW JOB DESCRIPTION - LEADERSHIP

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

BACKGROUND:

To approve the new attached job description for the position listed below:

AB 86 Project Manager (from 4/2014 – 6/2015)

*[Details on COD Website](#)

FISCAL IMPLICATIONS:

This position is funded by restricted funds.

RECOMMENDATION:

Board of Trustees approves the new job description.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 8**

AREA: Human Resources

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**TITLE: APPROVAL OF MEMO OF UNDERSTANDING:
SUPPLEMENTAL EARLY RETIREMENT
PROGRAM – BETWEEN THE DESERT COMMUNITY
COLLEGE DISTRICT (DCCD) AND (CSEA)**

BACKGROUND:

To ratify the Memo of Understanding (MOU) listed below between the Desert Community College District and Chapter #407 California School Employees Association (CSEA):

- Supplemental Early Retirement Program (SERP)

[*Details on COD website](#)

FISCAL IMPLICATIONS:

To be determined.

RECOMMENDATION:

Board of Trustees ratifies the Memorandum Of Understanding.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 9**

AREA: Human Resources

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

**TITLE: INITIAL PROPOSAL FROM THE DESERT COMMUNITY
COLLEGE DISTRICT (DCCD) TO THE DESERT
COMMUNITY COLLEGE FACULTY
ASSOCIATION (CTA) - FIRST READING**

BACKGROUND:

The Collective Bargaining Agreement proposals submitted herein by the DESERT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES are expressly pursuant to the Educational Employment Relations Act. It is the intention of the DESERT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES to bargain in good faith over the proposals submitted by the respective parties to the Collective Bargaining Agreement. The District desires a settlement in these negotiations as soon as possible.

All language currently in effect as stated in the Agreement between the parties, will remain unchanged except as proposed below. Any article proposed for amendment by the Exclusive Representative, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

Article 8: Compensation

The District expects to make economic proposals that will allow it to continue to attract and retain the best quality faculty, yet allow the District to remain solvent and sustain resources of the District. The District will propose changes to the compensation paid for non-instructional assignments.

FISCAL IMPLICATIONS:

Budgetary implications are unknown at this time.

RECOMMENDATION:

Board of Trustees approves the initial reading of the above proposal as presented.

Administrator Initiating Item: Stan Dupree	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 10**

AREA: Human Resources

**TITLE: PROPOSAL FROM THE CALIFORNIA SCHOOL
EMPLOYEES ASSOCIATION CHAPTER #407
TO THE DESERT COMMUNITY COLLEGE
DISTRICT (DCCD) – 1ST READING**

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

BACKGROUND:

Pursuant to the Educational Employment Relations Act (EERA) and Article 24: Effect of Agreement of the current collective bargaining agreement between the Desert Community College District and the California School Employees Association and its Chapter 407, we submit our initial proposal to reopen the following articles. CSEA proposes that all portions of the current Agreement remain in full force and effect, except for the following:

ARTICLE 7 - COMPENSATION

CSEA proposes to negotiate salary increases for unit members commensurate with the District's ability to pay.

ARTICLE 8 – COMPENSATION IN ADDITION TO SALARY

CSEA proposes to revise language in 8.1 to better define minimum call back time and those circumstances to which it applies. CSEA also proposes to negotiate changes to longevity calculations in 8.5, commensurate with the District's ability to pay.

ARTICLE 9 – HEALTH AND WELFARE BENEFITS

CSEA proposes to negotiate District Health and Welfare contribution increases for unit members commensurate with the District's ability to pay, and to address issues associated with compliance with the Affordable Care Act.

FISCAL IMPLICATIONS:

Budgetary implications are unknown at this time.

RECOMMENDATION:

Board of Trustees approves the initial reading of the above proposal as presented.

Administrator Initiating Item: Stan Dupree
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Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Administrative Services

**TITLE: PURCHASE ORDERS AND CONTRACTS FOR
SUPPLIES, SERVICES AND CONSTRUCTION**

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

BACKGROUND:

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **March 31, 2014** as follows:

a. Purchase Orders in excess of \$25,000

In the aggregated amount of \$328,257.49, as presented. ([Details on COD Website](#))

b. Open Purchase Orders

In the aggregated amount of \$79,734.50, as presented. ([Details on COD Website](#))

c. Contracts in excess of \$25,000

In the aggregated amount of \$25,100.00, as presented. ([Details on COD Website](#))

d. Purchase Orders and Contracts that do not exceed \$25,000

In the aggregated amount of \$983,460.04, as presented. ([Details on COD Website](#))

Note that the report includes all purchase orders and contracts including those reported above.

FISCAL IMPLICATIONS:

All purchase orders and contracts are appropriately funded from unrestricted or restricted sources, as confirmed during the process of preparation of the documentation.

RECOMMENDATION:

Board of Trustees ratifies or approves, as appropriate, purchase orders and contracts as presented.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 2**

AREA: Administrative Services

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TITLE: WARRANTS

BACKGROUND:

Board action is required to ratify District warrants under AP 6300(a). Details of all warrants are posted on the [COD Website](#).

FISCAL IMPLICATIONS:

These expenditures are in conformance with the District budget.

RECOMMENDATION:

Board of Trustees ratifies the warrants in the amount of \$11,437,472.43 as presented.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 3**

AREA: Administrative Services

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| <input type="checkbox"/> ACTION |
| <input type="checkbox"/> INFORMATION |

TITLE: PAYROLL #9

BACKGROUND:

Board action is required to ratify the District payroll under AP 6300(a).

FISCAL IMPLICATIONS:

These expenditures are in conformance with the District budget.

RECOMMENDATION:

Board of Trustees ratifies Payroll #9 in the amount of \$3,023,527.23 as follows:

Certificated:	\$1,939,365.41
Classified:	<u>\$1,084,161.82</u>
	\$3,023,527.23

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 4**

AREA: Administrative Services

<input checked="" type="checkbox"/> CONSENT
<input type="checkbox"/> ACTION
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TITLE: OUT-OF-STATE TRAVEL

BACKGROUND:

1. Student Success & Student Learning – Ms. Anna Reber-Frantz, Associate Professor, School of Health Sciences & Education, to attend The American Holistic Nurses Association (AHNA) 34th Annual Conference in Portland, OR, June 5–8, 2014.

AHNA’s 34th Annual Conference brings together many talented nurses and other healthcare professionals committed to sharing their experience and expertise in holistic healthcare.

Holistic nurses are driving the paradigm shift, locally and globally, towards maintaining caring and healing values in our healthcare systems. They are experts at creating healing environments that support health and wellness promotion. And as more Americans are living with chronic conditions, they’re turning to holistic nurses for information, education and care that eases their concerns and improves their outcomes.

This conference will explore possibilities for nurses to deepen their influence in all healthcare settings, provide information on the role of nurses in the Affordable Care Act and point to innovative strategies for transforming nursing practice. Topics are diverse and will appeal to nurses who practice in clinical settings, education, administration and research...those who seek self-care strategies...those who seek personal and professional development.

Fiscal Implications: Costs estimated at \$1,200.00 and will be funded by two restricted sources (Faculty Development and Perkins Fund).

2. Student Success & Student Learning – Dr. Lisa Soccio, Art Gallery Director, School of Arts and Sciences, to attend The Association of Academic Museums and Galleries (AAMG) Annual Conference: Moving the Needle: Academic Museums and Galleries Innovating the Future in Seattle, WA, May 16 – 18, 2014.

Colleges and universities are centers of innovation and known for many scientific, medical, technological and cultural advances. In a broad array of fields, such as curricular integration, education, visual literacy, on and off campus constituency support, international collaboration, and beyond, AAMG is involved in redefining the role academic museums or galleries play on their campuses. These new, more efficient, and more impactful techniques for achieving goals, when shared, assist colleagues from around the world to more effectively fulfill their missions.

Museum professionals know that academic museums and galleries are vital centers of original research, interdisciplinary dialogue, and participatory learning.

Attendance at this conference will help to better utilize the Marks Art Center and more effectively plan exhibitions and related programming to support instruction throughout the college. AAMG is also the national organization that is working to establish guidelines regarding education, training, and pathways in the field of museum studies, which is directly relevant to the Gallery Management Certificate program here at COD.

Fiscal Implications: Costs estimated at \$812.00 and will be funded from a restricted source (Faculty Development) and by Dr. Soccio.

3. Student Success & Student Learning – Mr. Julius Varga, Adjunct, School of Applied Sciences and Business, to attend The Mopar CAP (College Automotive Program) in Auburn, MI, June 3-7, 2014.

This conference provides the updated information regarding Mopar CAP requirements of the program. In addition, this conference will provide one day of technical training for CAP instructors.

Fiscal Implications: Costs estimated at \$2,300.00 and will be funded from two restricted sources (Faculty Development and Perkins Funds).

4. Student Success & Student Learning – Mr. Ronald “Skip” Parry, Head Women’s Basketball Coach, and Mr. Henry Viveros, Head Men’s Basketball Coach, School of Health Sciences & Education, to attend The Nike Championship Basketball Clinic in Las Vegas, NV, May 9-12, 2014.

This professional clinic is one of the premiere basketball coaches’ clinics in the nation. This clinic will provide professional growth and networking opportunities for our head coaches.

Fiscal Implications: Costs estimated at \$900.00 each and will be funded by a restricted source (Faculty Development Funds) and an unrestricted source (Athletic Coaches’ Travel Funds).

RECOMMENDATION:

Board of Trustees approves and/or ratifies the out-of-state travel request for the individuals listed.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 5**

AREA: Administrative Services

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

TITLE: AGREEMENTS FOR SPECIAL SERVICES

BACKGROUND:

Agreements for Special Services between Desert Community College District and:

1. Kidney Institute of the Desert* – Affiliation Agreement – College of the Desert offers to enrolled students an Associate of Science Degree in Nursing, Registered or Vocational Nursing Certificate of Achievement, and/or a Certificate of Completion in Nursing Assistant and Emergency Medical Services. Kidney Institute of the Desert operates a comprehensive care facility licensed in the State of California. College of the Desert desires to provide to its students a clinical learning experience through the application of knowledge and skills in actual patient-centered situations in an acute care facility. Kidney Institute of the Desert has agreed to make its Facility available to College of the Desert for such purposes. This Agreement shall be subject to an annual review at the request of either party and further, shall remain in full force and effect until terminated by either party.
2. Atkinson, Andelson, Loya, Ruud & Romo* – Legal Services – College of the Desert desires to retain and engage the Law Firm to perform legal services on College of the Desert’s behalf, which includes those services pertaining to College of the Desert’s Solar EPC Agreement. The term of this Agreement shall be August 1, 2013 through June 30, 2014.
3. School Services of California, Inc.* – Consultant – To provide assistance regarding issues of community college finance, legislation, budgeting, capital outlay, and general fiscal issues. The term of the Agreement shall be July 1, 2014 through June 30, 2015.
4. The State of Washington State Board for Community and Technical Colleges – Interagency Agreement - The purpose of this agreement is that College of the Desert will participate in the Western eTutoring Consortium, a subgroup of the Connecticut Distance Learning Consortium (CTDLC). The CTDLC supports the establishment of the Western eTutoring Consortium (WeTC). The period of performance of this Agreement shall commence on July 1, 2013 and be completed on or before June 30, 2015.

5. Education To Go – Agreement to Offer Online Courses – Education To Go develops, designs, produces and distributes online educational courses and content for Web-based Training (WBT) and instruction delivered via the Internet. The term of this Agreement shall commence upon the effective date through 2015.

[*Details on COD Website](#)

FISCAL IMPLICATIONS:

1. There are no costs to the District or to the Kidney Institute of the Desert.
2. Legal fees are outlined in the attached agreement.
3. Annual fee of \$3,420.00 plus expenses.
4. The Western eTutoring Consortium fee is \$3,000 per year, based on a maximum of 200 student sessions per semester. The cost for sessions exceeding this is \$500 for each additional group of 600 student sessions (200 additional student sessions per semester). There is a one-time setup fee of \$1,000.00.
5. Course prices to COD, and payment terms, are set forth in Exhibits A and B. Education To Go shall be responsible for the costs incurred for producing and delivering the Courses via the Internet. The Students shall be responsible for any costs incurred for the purpose of receiving the Courses, including, but not limited to, the costs for hardware, software, Internet access and telephone charges.

RECOMMENDATION:

Board of Trustees approves the contracts that are listed above for special services.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 6**

AREA: Administrative Services

**TITLE: CHANGE ORDERS – MEASURE B BOND
PROJECTS**

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

BACKGROUND:

1. Change Order #1 to the contract with Marina Landscape, Inc. for the East Valley Campus-Indio Education Center Project is in a credit amount of <\$2,195.68> for the return of unused allowance. This change order amends the contract total from \$358,000.00 to \$355,804.32 and remains within the 10% allowed for changes.

2. Change Order #1 to the contract with Painting & Décor LTD for the East Valley Campus-Indio Education Center Project is in a credit amount of <\$1,297.02> for the return of unused allowance. This change order amends the contract total from \$112,700.00 to \$111,402.98 and remains within the 10% allowed for changes.

3. Change Order #4 to the contract with Southern California West Coast Electric, Inc. for the Athletic Facilities Project is in the amount of \$5,011.29 for the costs of labor and material for added fixtures, tamper switches and an additional exhaust fan at the Fitness Building. The change order also includes the work included in the revised bleacher disconnect location. This change order amends the contract total from \$1,243,859.68 to \$1,248,870.97 and remains within the 10% allowed for changes.

4. Change Order #4 to the contract with JPI Development Group, Inc. for the Athletic Facilities Project is in the amount of \$1,557.06 for the costs of installation of trap primers at the shower drains as directed per RFI #267. This change order amends the contract total from \$363,783.62 to \$365,340.68 and remains within the 10% allowed for changes.

5. Change Order #6 to the contract with Oakview Constructors, Inc. for the Child Development Center Project is in the amount of \$67,213.00 for the incorporation of various scope modification into the project. Please see attached *exhibit "G" for detailed description. This change order amends the contract total from \$4,400,195.22 to \$4,467,408.22 and remains within the 10% allowed for changes.

[*Details on COD Website](#)

FISCAL IMPLICATIONS:

These projects are funded by proceeds from Measure B Bonds and remain within budget.

RECOMMENDATION:

Board of Trustees approves the Change Orders listed above.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 7**

AREA: Administrative Services

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

**TITLE: NOTICE OF COMPLETION – MEASURE B BOND
PROJECT**

BACKGROUND:

1. The contract with USA Shade & Fabric Structures, Inc. for the Monterey Avenue Entrance Project – Tensil Membrane Canopies is complete as of October 7, 2013 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.

FISCAL IMPLICATIONS:

This project was funded by proceeds from Measure B Bonds and remains within budget.

RECOMMENDATION:

Board of Trustees accepts the contract that is listed above for a specific Measure B Bond Project as complete.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 8**

AREA: Administrative Services

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

TITLE: AMENDMENTS TO AGREEMENTS

BACKGROUND:

1. Riverside County Children and Families Commission – First 5 Riverside and Desert Community College District entered into an Investment of Funds Contract for the provision of services, and both parties now agree to amend the Contract to be effective as of January 9, 2014. Attachment A-2: Scope of Work for July 1, 2013 – June 30, 2014 is added as outlined in Attachment A-2, and attached hereto. Attachments A and A-1 remain part of the contract. Attachment B-2: Budget for July 1, 2013 – June 30, 2014 is added as outlined in Attachment B-2, and attached hereto. Attachments B and B-1 remain part of the contract.
2. Math, Science, Technology Center Project – Farnsworth Group, Inc. - Amendment No. 2 to Agreement C-0000467 for LEED Consulting Services extends the contract end date to April 30, 2014. This amendment does not change the original scope of work.
3. Visual Arts Project – JMI Consulting, Inc. – Amendment No. 3 to Agreement C-0000502 for Project Inspector Services extends the original contract end date to March 31, 2014 due to project schedule delays associated with the metal panel system, thus extending the DSA Inspector of Record services.
4. Wayfinding & Signage Project – PMSM Architects – Amendment No. 2 to Agreement C-0000539 for Architectural Services extends the original contract end date to March 31, 2014. This amendment does not change the original scope of work.
5. GRID Alternatives – Extension of Memorandum of Understanding between Grid Alternatives and College of the Desert Concerning Hands-on Photovoltaic Installation Training - Addendum #1 is to extend the agreement to June 30, 2014.

*[Details on the COD Website.](#)

FISCAL IMPLICATIONS:

1. All other terms and conditions of the Contract, as amended, shall remain in full force and effect.

2. There are no additional costs to the District. This project is funded by proceeds from Measure B Bonds.
3. This amendment is an increase in the amount not to exceed \$12,071.40. This amends the original contract amount from \$160,159.97 to \$172,231.37 and remains within budget for this project. This project is funded by proceeds from Measure B Bonds.
4. There are no additional costs to the District. This project is funded by proceeds from Measure B Bonds.
5. There are no additional costs to the District.

RECOMMENDATION:

Board of Trustees approves the amendments to the Agreements listed above.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Student Success & Student Learning

**TITLE: APPROVAL OF CURRICULUM
MODIFICATIONS FOR FALL 2014**

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

BACKGROUND:

The Curriculum Committee approved modifications to the College curriculum to be effective for Fall 2014.

*[Details on COD website](#)

FISCAL IMPLICATIONS:

There is no cost to the District

RECOMMENDATION:

The Board of Trustees approves the curriculum modifications for Fall 2014.

Administrator Initiating Item: Anna Davies	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Board of Trustees

**TITLE: RESOLUTION 041714-1:
EXCUSE BOARD MEMBER ABSENCE**

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

BACKGROUND:

Board policy 2725: Board Member Compensation states: A member of the Board may be paid for a meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting, the member is performing services outside the meeting for the community college District, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

The Student Trustee, Andrew Campbell, was not present at the March 21, 2014 Board of Trustees meeting as he had a family emergency.

[*Details on COD Website](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

It would be appropriate for the Board to adopt the attached resolution recognizing that Student Trustee Campbell's absence at the March 21, 2014 meeting and instructing the District to not withhold his pro rata share of compensation related to these meetings, pursuant to Education Code section 72024(d).

Administrator Initiating Item: Becky Broughton	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: President

**TITLE: ACCREDITATION FOLLOW-UP
AND MID-TERM REPORTS – SECOND READING**

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

BACKGROUND:

The Accrediting Commission for Community and Junior Colleges took action to reaffirm accreditation for College of the Desert with a requirement the College complete a follow-up report be submitted by March 15, 2014.

An Accreditation Taskforce was made up of faculty appointed by the Academic Senate, staff appointed by CSEA, the Director of Student Life as the student liaison, Research and Leadership. The draft version of the follow-up and midterm reports have been through the Accreditation Taskforce, Assessment of Planning and Outcomes subcommittee and the College Planning Council.

[Details on COD website Mid-Term Report](#)

[Details on COD website Follow-Up Report](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Approve the follow-up mid-term reports.

Administrator Initiating Item: Joel Kinnamon	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 1**

AREA: Administrative Services

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

TITLE: RESOLUTION #041714-2 BUDGET ADJUSTMENT

BACKGROUND:

The Resolution* is the process used for making additions or changes to the budget and financial transactions for the District through June 30, 2014. In order to properly account for the receipt of additional funds or transfer of funds from one account to another, we are required to keep the Board informed as well as receive Board approval for the receipt and budgeting of those funds. This agenda item covers the following additional revenue and budget adjustments: *[Details on COD Website](#)

Fund 12 – General Fund – Restricted

545 – DSP&S - \$77,476.00 represents an increase by the State in allocation of these Funds to the District.

FISCAL IMPLICATIONS:

Fund 12 – Income	\$77,476.00	Expenditures:	
		Certificated Salaries	\$43,476.00
		Classified Salaries	3,000.00
		Supplies	25,000.00
		Contractual Services	<u>6,000.00</u>
		TOTAL:	\$77,476.00

RECOMMENDATION:

Board of Trustees approves Resolution #041714-2 for Budget Adjustments in the amount of \$77,476.00.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 2**

AREA: Administrative Services

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

TITLE: BUDGET TRANSFERS

BACKGROUND:

Throughout the year, budget transfers* are used for modification of a school budget to properly cover expenditures in the appropriate line item accounts. Board approval is required for the transfer of funds. Per Title 5, transfers from the reserve for contingencies (object 7900) must be approved by a two-thirds vote while other transfers only need approval by a majority vote.

*[Details on the COD Website.](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Board of Trustees approves the budget transfers presented by simple majority vote.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 3**

AREA: Administrative Services

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

**TITLE: PUBLIC HEARING REGARDING PROSPECTIVE
LEASE OF DISTRICT PROPERTY**

BACKGROUND:

The District is proposing to enter into a New Markets Tax Credit (“NMTC”) financing transaction in order to raise additional funding for the District related to the construction and completion of the Eastern Valley Campus in Indio. The laws and regulations governing the NMTC transaction require that the District, among other activities, (1) lease the Eastern Valley Campus to a private corporation (which in the proposed transaction is a nonprofit public benefit corporation, the “Facilities Corporation”), and (2) lease back the Eastern Valley Campus from the Facilities Corporation. These waivers are required by law, Education Code 81365 *et seq.* and 81360 *et seq.*, and cannot be waived except by the Board of Governors.

The District requires a waiver of the above-cited code sections because the District is proposing to lease the Eastern Valley Campus to the Facilities Corporation without a sealed bid process, and to lease real property which is needed for classroom space. At the closing of the NMTC financing transaction, the District will lease the property to a related nonprofit-entity which will ensure that all lease payments are used for the benefit of the District; then the District will lease back the property and will use the property for classroom space (as well as ground floor retail). Accordingly, the public is not invited to bid or otherwise participate in this transaction. The District is seeking these waivers in order to comply with the technical requirements of Education Code 81365 *et seq.* and 81360 *et seq.*

The public is invited to attend the public hearing and comment on the proposed action during the public hearing.

FISCAL IMPLICATIONS:

There will be a substantial economic benefit to the District from the New Markets Tax Credit financing. There is no cost to the District.

RECOMMENDATION:

Board of Trustees holds a public hearing prior to approving a waiver of the requirements relating to the lease of community college property commonly known as the Eastern Valley Campus and located at 45-524 Oasis Street, Indio, CA, required for classroom buildings as set forth in the Education code 81360 *et seq.* and a waiver of the requirements relating to the lease of community college buildings and property as set forth in the Education Code 81365 *et seq.*

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 4**

AREA: Administrative Services

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

**TITLE: REQUEST FOR WAIVERS FROM BOARD OF
GOVERNORS**

BACKGROUND:

In order to proceed with the New Markets Tax Credit financing approved at the Board's March 21, 2014, meeting, the District must request and obtain the following two waivers from the Board of Governors: (1) a waiver of the requirement that property which the District needs for classroom purposes may not be sold or leased as required by Education Code Sections 81360 et seq. and (2) a waiver of the sealed bid process defined in Education Code Sections 81365 et seq. Education Code Sections 81250 and 81252 require that in order for the request for waivers to be submitted to the Board of Governors, it must be approved by the Board of Trustees at a public hearing.

FISCAL IMPLICATIONS:

There will be a substantial economic benefit to the District from the New Markets Tax Credit financing. There is no cost to the District.

RECOMMENDATION:

Board of Trustees approves the proposal, and directs the Vice President of Administrative Services, or designee, to prepare and submit the request for waivers to the Board of Governors of the California Community Colleges.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 4/17/2014
ITEM #: 5**

AREA: Administrative Services

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

**TITLE: NOTICE OF INTENT TO AWARD CONTRACTS
FOR THE ATHLETIC FACILITIES PROJECT – TENNIS COURTS**

BACKGROUND:

Bid Package #4 – Tennis Courts (Outdoor) for the Athletic Facilities Project has been out to bid and the bid results* indicate the lowest qualified bid.

*[Details on the COD Website.](#)

FISCAL IMPLICATIONS:

This project is funded by proceeds from Measure B Bonds.

RECOMMENDATION:

Board of Trustees approves the notice of intent to award contract as presented.

Administrator Initiating Item: Lisa Howell	Cabinet Review & Approval: 4/7/2014 Chair & Vice Chair Review: 4/9/2014
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