



Agenda

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

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: WEDNESDAY, AUGUST 17, 2016
TIME: 9:30 A.M.
LOCATION: 43500 MONTEREY AVENUE, 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 August 17, 2016 with any additions, corrections, or deletions.

III. CLOSED SESSION: 9:35 am to 10:15 a.m., 12:00 pm to 1:30 pm, 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: Dr. Joel L. Kinnamon

2. **PERSONNEL**

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

b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**
• 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, 502 190 020, 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, 664 190 015

Agency Negotiator or Designee: Dr. Joel L. Kinnamon

IV. **OPEN SESSION** (10:30 a.m.)

Closed session report (if any)

V. **PUBLIC UPDATES**

- Present Certificate of Appreciation to Mr. Larry Spicer

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. **INTRODUCTION OF STAFF**

VIII. **APPROVE THE MINUTES OF:**

Regular meeting of July 20, 2016 (Details on COD Website)

IX. REPORTS

- A. ASCOD
- B. COLLEGE OF THE DESERT FOUNDATION
- C. ACADEMIC SENATE
- D. C.O.D.F.A.
- E. C.O.D.A.A.
- F. C.S.E.A.
- H. GOVERNING BOARD
- I. SUPERINTENDENT/PRESIDENT

X. 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. Proclamation: National Hispanic Heritage Month

B. HUMAN RESOURCES

- 1. Personnel Items

C. ADMINISTRATIVE SERVICES

- 1. Purchase Orders and Contracts for Supplies, Services and Construction
- 2. Warrants
- 3. Approval of Contracts/Agreements and Amendments
- 4. Payroll #1
- 5. Out-of-State Travel
- 6. Amendments to Contracts – Measure B Bond Projects
- 7. 2015-2016 CCFS-311Q/Quarterly Financial Status Report

XI. ACTION AGENDA

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

B. BOARD OF TRUSTEES

- 1. Resolution 081716-5 Support of Children’s Education and Health Care Protection Act of 2016

C. ADMINISTRATIVE SERVICES

1. [Public Hearing at 1:30 pm] Continued Item for Consideration of a Resolution of Necessity for the Acquisition of Real Property Identified as Assessor Parcel Nos. 502-190-003, 502-190-004, 502-190-008, 502-190-015 and 502-190-020
2. Declare Property as Surplus
3. Notice of Intent to Award Contract for the Mecca/Thermal Campus Expansion Project
4. Certification of Signatures
5. Resolution #081716-6 Authorized Signatures

D. STUDENT SUCCESS

1. Resolution #081716-1 Authorize Superintendent/President Joel L. Kinnamon, Ed.D., to sign and execute documents required by the California Department of Rehabilitation to effectuate the execution of CFDA #81.126A State Vocational Rehabilitation Services Program agreement and all amendments for the period of July 1, 2016, through June 30, 2019

E. STUDENT LEARNING

1. Resolution #081716-2 Approve designated personnel to sign California Department of Education contract CSPP-6348-00 for Fiscal Year 2016-17
2. Resolution #081716-3 Approve designated personnel to sign California Department of Education contract CCTR-6171-00 for Fiscal Year 2016-17

F. INFORMATION ITEMS

XII. STUDY SESSION

- Integrated Institutional Planning Update – Annebelle Nery, Ph.D., Vice President, Student Success

XIII. FUTURE AGENDA ITEMS

XIV. CLOSED SESSION (CONT'D if needed)

XV. ADJOURN

**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Board of Trustees

TITLE: PROCLAMATION

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

BACKGROUND:

The presence of Hispanics on this continent predates the founding of our Nation, and they are a large and increasing segment of our population. Hispanic Americans are a thriving force in our society and a vital part of not only our economy, but our college community.

[Proclamation on COD Website](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

To approve the Proclamation declaring September 15 through October 15, 2016 as National Hispanic Heritage Month.

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| Administrator Initiating Item: Joel L. Kinnamon | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Human Resources

TITLE: PERSONNEL ITEMS

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| <input checked="" type="checkbox"/> CONSENT <input type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION |
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A recommendation is made that the Board of Trustees approves/ratifies the following list of Personnel Items:

| Name | Position | Department | Effective |
|---|-----------------------------|----------------------|------------------------|
| Appointments: Classified | | | |
| Steven McCrary | Administrative Assistant | Math & Science | 8/22/2016 |
| Andres Moreno | FT Security | Security | 8/22/2016 |
| Appointments: Faculty | | | |
| Jermaine Cathcart | Temp FT Sociology | Social Science & Art | 8/22/2016-12/16/2016 |
| Jenna Huntzinger | EDGE Counselor | EDGE | 8/1/2016 – 6/30/2017 |
| Steinar Johansen | Temp FT Math | Math | 8/22/2016-12/16/2016 |
| Sheila McKnight | Temp FT Sociology | Social Science & Art | 8/22/2016-12/16/2016 |
| Appointments: Leadership | | | |
| Brandon Toepfer | Director, M & O | M & O | 8/18/2016 |
| Classified: Continuation/Extension of Assignment | | | |
| Christopher Arbuckle | Laboratory Tech | HVAC | 7/1/2016-8/12/2016 |
| Tessie Cervantes | Bilingual Secretary | EVC/Indio | 8/8/2016-8/11/2016 |
| Kyle Ghirardi | Security Officer | Public Safety | 6/14/2016-8/14/2016 |
| Carlene Hart | Secretary | BSI & EDGE | 9/5/2016-12/30/2016 |
| Carolyn Johnson | Student Center Assistant | Student Life | 8/1/2016-8/12/2016 |
| Pedro Mora | Security Officer | Public Safety | 6/8/2016-8/14/2016 |
| Andres Moreno | Security Officer | Public Safety | 6/8/2016-8/14/2016 |
| Lawrence Ponce | Security Officer | Public Safety | 6/8/2016-8/14/2016 |
| Bridgette Puentes | Security Officer | Public Safety | 6/8/2016-8/14/2016 |
| Classified: Temporary/Substitute | | | |
| Nicole Hill | Non-continuous temporary | Library | 7/25/2016-6/30/2017 |
| Alejandra Lopez | Substitute (Temporary) | IT | 8/2/2016 |
| Lawrence Montez | Non-continuous temporary | IT | 8/15/2016-until filled |
| Suzanne Perrotte | Non-continuous temporary | CDC | 7/5/2016-7/29/2016 |
| Ken Simonds | Non-continuous temporary | Athletics | 8/10/2016-10/9/2016 |
| Leadership: Extension of Assignment | | | |
| Elizabeth Goold | Asst Dir. Clinical Services | Student Health | 7/1/2016-6/30/2017 |
| Larry McLaughlin | Deputy Sector Navigator | ASBU | 9/17/2016-9/16/2017 |
| Separations | | | |
| Jenny Almaguer | CDC Food Services Tech | CDC | 8/3/2016 |
| Pamela Birky | On-Call Security | Security | 7/8/2016 |
| Veronica Chicas | On-Call Security | Security | 7/4/2016 |

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|--|--|---------------------------|----------------------|
| Victor Duran | On-Call Security | Security | 7/8/2016 |
| Austin George | On-Call Security | Security | 7/8/2016 |
| Janice Johnson | ISA | TASC | 7/27/2016 |
| Tony Killian | Interim Dean, Arts & Science | School of Arts & Science | 8/26/2016 |
| Bryan Rhodes | Sports Info Specialist | Athletics | 7/28/2016 |
| Victor Rios (Ret) | Professor Sociology | Arts & Sciences | 8/1/2016 |
| Jennifer Rivera | On-Call Security | Security | 7/4/2016 |
| Roberto Rodriquez-Orozco | Outreach Specialist | EDGE | 7/22/2016 |
| Dianna Serna-Sierra | ISA-TASC | TASC-MTC & EVC | 7/28/2016 |
| Alexander St. Clair | On-Call Security | Security | 7/4/2016 |
| Isabel Velasquez | On-Call Security | Security | 7/8/2016 |
| Christopher Vito | Temp FT Sociology | Arts & Sciences | 5/27/2016 |
| Amanda Wasson | On-Call Security | Security | 7/8/2016 |
| Bobbie Weigel | On-Call Security | Security | 7/8/2016 |
| Caroline Whitehill | Adj Faculty Geology | Math & Sciences | 7/13/2016 |
| Temporary Employment Agreements | | | |
| Mari Abril | Academic Advising-H.S. | ASBU | 8/1/2016-12/1/2016 |
| Mari Abril | Site Design & Development | ASBU | 8/1/2016-9/30/2016 |
| Alison Airhart-Bolze | Lead Teach for IEA | IEA | 8/1/2016-12/23/2016 |
| Juan Aleman, Jr. | Assistant Men's Soccer Coach | Athletics | 7/1/2016-6/30/2017 |
| Dorothy Jean Anderson | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Wendy Ansley | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Roberto Barajas-Arteaga | Groundskeeper/custodial | Golf Center | 7/1/2016-9/30/2016 |
| Gary Bergstrom | Common Assessment Initiative | Student Success | 5/1/2016-12/31/2016 |
| Christa Brown | Teaching for IEA | IEA | 8/29/2016-12/16-2016 |
| George Brown | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Albert Cadena | Fire Academy Assistant | ASBU | 8/26/2016-1/16/2017 |
| Jon M. Caffery | Develop non-credit curriculum (Multiple) | Institutional Advancement | 7/1/2016-12/31/2016 |
| Carlos Calixto | Asst. Men's Soccer coach | Athletics | 7/1/2016-6/30/2017 |
| Bonifacio DeLaCruz | Fire Academy Assistant | ASBU | 8/26/2016-1/16/2017 |
| Courtney Donowho | Recruit Training Officer | ASBU | 8/26/2016-1/16/2017 |
| Moises Flores | Groundskeeper/Custodial | Golf Center | 7/1/2016-9/30/2016 |
| Brian Fotinakes | Common Assessment Initiative | Student Success | 5/1/2016-12/31/2016 |
| Sarah Fry | Department Chair-RN | Health Sciences | 8/22/2016-5/27/2017 |
| Ramiro Galicia | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |

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|------------------------|--|---------------------------|----------------------|
| Brian Green | Recruit Training Officer | ASBU | 8/26/2016-1/16/2017 |
| Matthew Harding | Assistant Football Coach | Athletics | 7/1/2016-6/30/2017 |
| Walter Holloway | Fire Academy Coordinator | ASBU | 8/26/2016-1/16/2017 |
| Walter Holloway | Community Outreach | ASBU | 7/1/2016-7/31/2016 |
| Robert Holmes | Solutions Kiosk Coordinator | ASBU | 8/1/2016-6/30/2017 |
| Katharine Hummer | Level Lead ESLN Level 4 | Communications | 8/26/2016-12/16/2016 |
| Julius Lang | Asst. Men's Basketball Coach | Athletics | 7/1/2016-6/30/2017 |
| Thang Le | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Theresa Luyando | Level Lead ESLN Level 1 | Communications | 8/26/2016-12/16/2016 |
| Felix Marhuenda-Donate | Develop non-credit curriculum (multiple disciplines) | Institutional Advancement | 7/1/2016-12/31/2016 |
| Michael McJilton | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Wally Meyer | Peace Officer Training Coordinator | ASBU | 8/26/2016-1/16/2017 |
| Eden Mitry | Reception/Secretary | Golf Center | 7/1/2016-9/30/2016 |
| Sheryl O'Donnell | Level Lead ESLN Level 3 | Communications | 8/26/2016-12/16/2016 |
| Ronald "Skip" Parry | Head women's Basketball Coach | Athletics | 7/1/2016-6/30/2017 |
| David Parsons | Teaching for IEA | IEA | 8/29/2016-1/16/2016 |
| Jorge Perez | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Douglas Redman | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Michelle Richards | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Juanita Rodriguez | Level Lead ESLN Foundations | Communications | 8/26/2016-12/16/2016 |
| Dianne Russom | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Reid Sagara | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Renate Senters | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Darren Seymour | Assistant Football Coach | Athletics | 7/1/2016-6/30/2017 |
| Ken Simonds, Jr. | Asst. Men's Basketball Coach | Athletics | 7/1/2016-6/30/2017 |
| Rene Soto | Groundskeeper/Custodial | Golf Center | 7/1/2016-9/30/2016 |
| Jack Tapleshay | Common Assessment Initiative | Student Success | 5/1/2016-12/31/2016 |
| Alberto Vallejo | Groundskeeper/Custodial | Golf Center | 7/1/2016-9/30/2016 |
| Julius Varga | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |

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|---------------------|--------------------------------|---------------------------|---------------------|
| Allen Scott Ventura | Develop non-credit curriculum | Institutional Advancement | 7/1/2016-12/31/2016 |
| Henry Viveros | Head Men's Basketball Coach | Athletics | 7/1/2016-6/30/2017 |
| Danielle Walker | Asst. Women's Basketball Coach | Athletics | 7/1/2016-6/30/ |
| John Welker | Head Men's Baseball Coach | Athletics | 7/1/2016-6/30/2017 |
| Aubrey Weston | Solutions Kiosk Faculty Mentor | ASBU | 8/1/2016-6/30/2017 |
| Volunteers | | | |
| Jason Jepsen | Section 0792-VSO-033B | Athletics | 7/20/2016 |
| Darlene Bowman | CDC | CDC | 8/3/2016 |

[*Adjunct Faculty on COD Website](#)

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| Administrator Initiating Item: Mary Ann Gularte | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Administrative Services

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

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

BACKGROUND:

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **July 31, 2016** as follows:

A. Purchase Orders/Open Purchase Order in excess of \$25,000

In the aggregated amount of \$1,209,574.80, as presented. [Details on COD Website](#)

B. Contracts in excess of \$25,000

In the aggregated amount of \$441,498.53, as presented. [Details on COD Website](#)

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

In the aggregated amount of \$2,513,560.41, as presented. **Note that the report includes all purchase orders and contracts including those reported above.** [Details on COD Website](#)

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.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 2**

AREA: Administrative Services

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

TITLE: WARRANTS

BACKGROUND:

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

[Details on COD Website](#)

FISCAL IMPLICATIONS:

These expenditures are in conformance with the District budget.

RECOMMENDATION:

Board of Trustees ratifies the warrants in the amount of \$3,428,168.81, as presented.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair and Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Meeting Date: 8/17/2016

ITEM #: 3

AREA: Administrative Services

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

TITLE: APPROVAL OF CONTRACTS/AGREEMENTS AND AMENDMENTS

BACKGROUND:

Each month the Fiscal Services Office submits contracts/agreements and/or amendments for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an agreement.

In the case of contracting with professional firms, the District often goes through a process of prequalification based on status, work history, suitability for the work required, and fees. Contracts are subsequently awarded from within the prequalified group of firms. Such is the case with the listed contracts that are part of the Bond Program.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

The contracts are put through an approval process which includes verification of funds available in the budget.

RECOMMENDATION:

Board of Trustees approves and/or ratifies the contracts/agreements and amendments as presented.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair and Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 4**

AREA: Administrative Services

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

TITLE: PAYROLL #1

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 #1 in the amount of \$2,874,870.47, as follows:

| | |
|---------------|-----------------------|
| Certificated: | \$1,537,088.13 |
| Classified: | <u>\$1,337,782.34</u> |
| | \$2,874,870.47 |

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| Administrator Initiating Item: Lisa Howell |
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| Cabinet Review & Approval: 8/8/2016 Chair and Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 5**

AREA: Administrative Services

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

BACKGROUND:

Board Policy and Procedure #7400 establishes procedures for reimbursement for out-of-state/country travel expenses; and according to the California Education Code Section 87032, the Board of Trustees must formally approve out-of-state travel.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

Travel expenses will be paid from Restricted and Unrestricted budget accounts.

RECOMMENDATION:

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

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair and Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 6**

AREA: Administrative Services

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

**TITLE: AMENDMENTS TO CONTRACTS – MEASURE B
BOND PROJECTS**

BACKGROUND:

Each month the Bond Office submits amendments to Measure B Bond contracts for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an amendment.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

Projects are funded by proceeds from Measure B Bonds.

RECOMMENDATION:

Board of Trustees approves the amendments to the contracts listed on the attachment.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 7**

AREA: Administrative Services

**TITLE: 2015-2016 CCFS-311Q/QUARTERLY FINANCIAL
STATUS REPORT**

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

BACKGROUND:

The 2015-2016 CCFS-311Q / Quarterly Financial Status Report for the fourth quarter ending June 30, 2016 is presented for discussion. This report is certified with the California Community College Chancellor's Office.

[Details on the COD Website](#)

FISCAL IMPLICATIONS:

There is no cost to the District.

RECOMMENDATION:

Board of Trustees receives the District's fourth Quarterly Financial Status Report for 2015-2016.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Board of Trustees

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

**TITLE: RESOLUTION 081716-5: THE CHILDREN'S EDUCATION AND HEALTH
CARE PROTECTION ACT OF 2016**

BACKGROUND:

Both the California School Employees Association Chapter 407 and the California Teacher's Association requested the Board support this resolution.

*[Resolution on COD Website](#)

FISCAL IMPLICATIONS:

There is no cost to the district but enormous benefit to the students of the college.

RECOMMENDATION:

Board of Trustees approves the resolution as presented.

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| Administrator Initiating Item: Joel L. Kinnamon | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Administrative Services

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| <input type="checkbox"/> CONSENT |
| <input checked="" type="checkbox"/> ACTION |
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**TITLE: CONTINUED ITEM FOR CONSIDERATION OF A
RESOLUTION OF NECESSITY FOR THE ACQUISITION OF REAL
PROPERTY IDENTIFIED AS ASSESSOR PARCEL NOS. 502-190-003,
502-190-004, 502-190-008, 502-190-015 AND 502-190-020**

RECOMMENDATION:

Staff recommends that the Board adopt a Resolution of Necessity, by a two-thirds vote of all members, authorizing the College to file an eminent domain proceeding to acquire the real property located at 2365-2475 East Tahquitz Canyon Way, in Palm Springs, California, made up of Assessor Parcel Nos. 502-190-003, 502-190-004, 502-190-008, 502-190-015 and 502-190-020 ("Subject Property"). The Subject Property is needed for the College of the Desert West Valley Campus Project ("Project" or "Proposed Project") In adopting the Resolution of Necessity, the Board needs to make the following findings: (1)The public interest and necessity require the Project; (2) The Project is planned or located in a manner that will be most compatible with the greatest public good and the least private injury; (3)The real property to be acquired is necessary for the Project; and (4) An offer to purchase the property was made pursuant to Government Code section 7267.2.

DISCUSSION:

On July 20, 2016, the Board of Trustees conducted a public hearing to consider the adoption of a Resolution of Necessity for the acquisition of the Subject Property. During the meeting, staff presented a report and presentation substantiating that the public interest and necessity require the Project; the Project is planned or located in a manner that will be most compatible with the greatest public good and the least private injury; the Subject Property is necessary for the Project; and that an offer to purchase the property was made pursuant to Government Code section 7267.2.

Legal Counsel for and a representative of the Owner of the Subject Property appeared and requested that the public hearing be continued. They also contended that they did not receive a complete copy of the offer letter sent by the District on April 26, 2016. As a result, a copy of the complete offer letter was provided to the Owner and its Legal Counsel on July 20, 2016 and the public hearing was continued to August 17, 2016.

THE PROPOSED PROJECT:

The District proposes to redevelop an approximately 29-acre site, currently occupied by the Palm Springs Mall and construct approximately 330,000 square feet of buildings, in phases and to include a core campus, academic pillar/partnership space, ancillary campus buildings, a conference center and limited campus-oriented retail through the District of the Desert West Valley Campus Master Plan and Phase I Project (“Project”). The WVC Campus Master Plan calls for the Project 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. Buildings will be distributed across the site and will be primarily two-story, although taller buildings and other structures are permissible with subsequent review and approval. The COD West Valley Campus will be comprised of classrooms, lecture halls, labs, conference facilities, administrative offices, and other support facilities to accommodate an enrollment of approximately 3,000 full-time equivalent students (FTES).

As described in the WVC Campus Master Plan and Phase I Project document, a variety of facilities are planned to support core and academic pillar curricula while achieving the District’s goal of a sustainable campus. Other site improvements will include areas for open space and stormwater management, parking, campus and grounds maintenance shops, and storage. Ancillary retail facilities will include such uses as a bookstore, food court, copy center, convenience goods and services.

SUBJECT PROPERTY:

The District proposes to acquire the real property located at 2365-2475 East Tahquitz Canyon Way in the City of Palm Springs, California, designated as Assessor Parcel Nos. 502-190-003, 004, 008, 015 and 020 (“Subject Property”). The Subject Property is approximately 25.87 acres in size and improved with the Palm Springs Mall, presently containing a gross building area of 358,700 square feet and a rentable building area of 317,000 square feet. The Palm Springs Mall was originally built in 1962 and last renovated in 1999.

The Subject Property is owned by YTC Investments LLC, a California limited liability company (“Owner”). Public records indicate that the current ownership purchased the Subject Property May 1, 2012, for approximately \$9.4 Million.



Pursuant to the District's West Valley Campus Master Plan, the Palm Springs Mall building would be demolished to allow development of the Project to be constructed in phases. The existing Camelot Theaters and Jack-in-the-Box restaurant would remain and will be integrated into the overall Project master plan.

RESOLUTION OF NECESSITY HEARINGS AND REQUIRED FINDINGS:

California Eminent Domain Law provides that a public entity may not commence an eminent domain proceeding until its governing body has adopted a Resolution of Necessity. The Resolution may only be adopted after the governing body has given each party with an interest in the affected property or their representatives a reasonable opportunity to appear and be heard on the following matters: (1) The public interest and necessity require the Project; (2) The Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury; (3) The real property to be acquired is necessary for the Project; and (4) An offer of just compensation has been made to the property owner.

A public hearing was held on July 20, 2016, and the Owner was afforded an opportunity to appear at the hearing and lodge objections. The public hearing was continued to August 17, 2016, at the request of the Owner and to allow the Owner to consider the Summary Basis of Appraisal which supported the District's offer of just compensation in the amount of \$9,579,000. The amount of compensation to be paid for the Subject Property is not an issue to be considered or discussed at the Resolution of Necessity Hearing. Notice of the continued hearing was provided to the Owner and its legal counsel and the tenant on July 31, 2016. A copy of the notice is attached as Exhibit "A."

As discussed below, there is substantial evidence which has been presented to the Board of Directors supporting the required findings.

Finding 1: Public Interest and Necessity Require the Project

The West Valley Campus Master Plan sets forth the vision and mission of the as a center of collaboration and innovation for educational achievement, economic development and quality of life in the Coachella Valley and surrounding communities. A copy of the Plan will be available at the hearing and made part of the record. This includes a commitment to responsible and highly sustainable practices in all aspects of college activity. The Master Plan describes the process by which the District considers and approves implementation of this Campus Master Plan. The Master Plan also discusses the College of the Desert Strategic Education Master Plan, the purpose of which is to provide a blueprint for the academic future of the District, and to serve as the foundation for subsequent planning efforts.

As growth has continued within the service area, the District has continued to develop and evolve plans that assure all communities have access to the educational programs. The District has already expanded facilities in the eastern areas of the Coachella Valley, including the Mecca-Thermal campus and the Indio Educational Center. Many of the community college services to be provided by the West Valley Campus will also be augmented by main campus facilities and services in Palm Desert. The West Valley Campus is a direct outgrowth of the District's assessment of need for the geographic area this campus will serve.

The emerging demographic and economic circumstances of the western Coachella Valley communities, and the broader valley and region in general, help define the need for educational and vocational programs offered by the West Valley Campus. As demonstrated by the local and regional demographic profile in Section 3.2 of the Master Plan, the area consists of a growing population which, in the case of Desert Hot Springs, has exceeded the County's and State's growth rates over the past decade. With the exception of Palm Springs (which has historically attracted an older population of retirees and seniors), the West Valley Campus service area consists of a young adult population. Although the graduation rates achieved by the Palm Springs Unified School District that serves the area are comparable to or higher than those of other valley school districts, Desert Hot Springs and Palm Springs continue to rank lowest or among the lowest in the valley in college enrollment.

Income and housing characteristics also indicate that the western valley communities are lagging behind other Coachella Valley cities and Riverside County. Desert Hot Springs has the lowest median household income in the valley, and Cathedral City has the third lowest, both of which are notably less than the County and State median household incomes. Cathedral City and Palm Springs are third and fourth lowest regionally.

Approximately 27% of Desert Hot Springs' families are living below the poverty level, having the second highest rate in the valley. Among families with children, the number reaches 37.5%, highest in the valley and more than twice that of Riverside County and the State. Existing and new home values in Desert Hot Springs are the lowest of the valley, and those in Cathedral City are close behind. Palm Springs, Cathedral City, and Desert Hot Springs have the lowest percentages of owner-occupied housing in the valley, which are substantially lower than the County and State.

Although unemployment rates have dropped throughout the Coachella Valley since 2009, that of Desert Hot Springs remains second highest in the valley and well above that of Riverside County. Unemployment rates of Palm Springs and Cathedral City have remained moderate. US Labor Department data demonstrate that unemployment rates fall with a rise in educational level, and American Community Survey data indicate that incomes rise with educational attainment. Nonetheless, median earnings for nearly all educational levels in Palm Springs, Cathedral City, and Desert Hot Springs remain lower than those of Riverside County and the State.

The Proposed Project provides for the development of a community college campus with capacity for 3,000 FTES that assures that residents in the west valley service area are adequately served by academic and vocational training programs that provide a firm academic foundation and enhance opportunities for employment in business sectors associated with the “Four Pillars” programs. The Project is anticipated to expand economic resources in the area by creating new jobs in education and related fields, and by providing an enhanced labor force for businesses in sustainable technologies, hospitality and culinary arts, healthcare, and film and media arts and provide for the development of partnering education and training opportunities between the District and outside foundations, institutions, and businesses.

The Project is also anticipated to enhance and implement the College’s policy on sustainability by integrating sustainable design, technologies and operations throughout all aspects of the campus. It will provide an appropriate and complementary mix of campus land uses –academic, vocational education and training, and application of sustainable technologies in a built environment that enhances social and academic interaction and outcomes.

The Project will also establish a planning context and provide development standards and guidelines for the development of the COD West Valley Campus, consistent with the City General Plan’s goal of providing lifelong learning opportunities for the west valley’s residents. It will provide for the development of public/private partnerships between the District and outside foundations and companies that would expand the opportunities for education and training. The Project will also provide a community college campus that preserves appropriate and complementary uses and provides opportunities for future shared City/College library opportunities.

Under a No Project Alternative, the existing community retail mall would continue to occupy the site. This alternative assumes that the mall is only partially occupied. Current mall use is limited to the private Kaplan College, which occupies approximately 20,000 square feet or about 6% of the mall. The No Project Alternative would not meet most of the key Project goals and objectives, including those related to the creation of an educational institution that could serve the local need. Neither would this alternative provide opportunities for the important public/private partnerships to be created by the Project. The desired local economic effects also would not be met nor would long-term economic effects of the campus be realized.

Finding 2: The Project is Planned or Located in a Manner Most Compatible with Greatest Public Good and Least Private Injury

A thorough analysis was conducted to find the single best location for the College of the Desert West Valley Campus Project. Environmental analyses and findings indicate the proposed site uniquely satisfies engineering, public health, and environmental issues and is the most compatible with the greatest public good and least private injury. The District also provided numerous opportunities for public review and comment on the Project and engaged in extensive outreach regarding the Project's potential impacts by way of public review and comment, as well as noticed and agendized public meetings.

To minimize private injury, a thorough analysis regarding the need for the Property and the interest sought was conducted. Efforts during the process included public and private meetings where individuals and business could obtain information about the Proposed Project and offer feedback about the Project and potential impacts and the District could assess the best possible location for the Project. The District also attempted to make direct contact with the Owner specifically to meet with the Owner to discuss the Project design and any other issues concerning the Project and its potential impacts, to ensure the chosen site achieved the greatest public good with the least private injury.

The West Valley Campus has been designed to complement the theaters and its year-round programs. The proposed Project would also have a positive effect on the fast-food restaurant, expanding the new market provided by Phase I. The Subject Property is bounded on three sides by arterial and local streets that somewhat isolate and buffer the site from surrounding properties, the exception being the single-family residential neighborhood to the immediate west.

The West Valley Campus would also be compatible with the Palm Springs High School located to the immediate south. The College and High School have discussed how their programs can be coordinated to better connect and complement their secondary and post-secondary programs. The campus master site plan also provides enhanced connectivity between the college and high school campuses.

None of the proposed campus uses are expected to be significant generators of noise or activity that could significantly impact surrounding land uses. The proposed conference center and library would be located along Tahquitz Canyon Way and would house activities that would occur entirely within enclosed buildings. Existing and approved residential development to the north and east, respectively, should benefit from the development of the campus at this location. The future campus, including the prospect of a relocated main library, will provide convenient opportunities for nearby residents to take advantage of the many academic and vocational programs that will be offered at the campus.

The District considered a North Palm Springs Site Development Scenario. Under this alternative, the Proposed Project would have been developed at the 119± acre COD property located in the northern portion of the urbanized area of Palm Springs. The subject site is located at the northwest corner of Indian Canyon Drive and Tramview Road, and is bounded on the

north by the flood control levee separating the site from the Chino Creek/Whitewater River floodplain. The College prepared and processed a Campus Master Plan, Phase I project and EIR for this site in 2013. Prior to completion of the planning process, the City approved and the College entered into a (now defunct) agreement with Southern California Edison for the development of a 60-acre/10 megawatt solar photovoltaic array on the west end of the College property. Also, since that time, important elements of the earlier plan have been assigned to other COD campuses and facilities, and the Public/Private Ventures envisioned in the earlier plan are no longer a part of the WVC Plan. Therefore, the subject alternative is comparable to the Proposed Project with the inclusion of the 60-unit dormitory set forth in the More Intense Alternative. It does not include the conference center but retains the library due to the site's remoteness. This alternative also lacks the Camelot Festival Theaters and fastfood restaurant found on the Proposed Project site.

The District also considered an alternative that would have involved Mall Repurposing and Remodeling. Most portions of the now largely vacant Palm Springs Mall date from the 1960s and 1970s. An important consideration in terms of repurposing and remodeling is the age of the building, and piecemeal development and remodeling of the existing mall building, which extended over several years. The consequence of the piecemeal development is a disconnected assemblage, built at different times and to differing building code requirements.

The mall's potential for repurposing is also affected by its layout and the diversity of previous uses, including a supermarket and a variety of beauty salons and department stores. The layout of walls and columns may prevent or make difficult creating an acceptable arrangement or size of classrooms. Trying to configure the school's program around an existing building, especially one with this history, can be costly, both financially and programmatically. One of the greatest and most costly challenges associated with repurposing the mall is ensuring that it provides the requisite level of seismic integrity and protection against collapse. As described by the Division of the State Architect, "... the objective of the seismic rehabilitation is that the rehabilitated building to have equivalent structural performance to that of a new school building constructed in accordance with the CBC. The scope of the rehabilitation addresses not only the structural components of the building, but also the nonstructural components." In light of the age and history of the Palm Springs Mall building, the District determined that the time and cost of testing and assessment, engineering, and design and construction necessary to rehabilitate the structure for school purposes would be high.

Finding 3: The Real Property to be Acquired is Necessary for the Project

The Subject Property is needed for the Project. The Project anticipates construction of approximately 330,000 square feet of improvements which will include core campus, academic pillar/partnership space, ancillary campus buildings, a conference center and limited campus-oriented retail. Buildings will be distributed across the site and will be primarily two-story, although taller buildings and other structures are permissible with subsequent review and approval. The West Valley Campus will be comprised of classrooms, lecture halls, labs, conference facilities, administrative offices, and other support facilities to accommodate an enrollment of approximately 3,000 full-time equivalent students (FTES). The Project is

proposed to be developed in six phases which are anticipated to be completed within seven years.

The owner was invited to meet with Project staff and provide input to address any concerns he may have with the Project in the manner proposed and the necessity of the acquisition. To the extent the owner raised such concerns, staff took those concerns into consideration in making design modifications.

Finding 4: An Offer To Purchase the Subject Property Was Made Pursuant To Section 7267.2 of the Government Code

A litigation guarantee was obtained from First American Title Insurance Company to confirm and identify the parties having an interest in the affected property. The District served the affected Owner and other interested parties as appropriate, with a notice of the District's decision to appraise the property.

The District had the real property interests appraised by the real estate appraisal firm of Mason & Mason to establish the fair market value of the property interests the District is seeking to acquire. An offer of just compensation was made to the Owner to purchase the property interest and, based on the approved appraisal, as required by Section 7267.2 of the California Government Code.

An offer letter was sent to the Owner on April 26, 2016. Representatives of the Owner appeared at the hearing and contended for the first time that the offer letter they received did not include a summary basis of appraisal as required by Government Code section 7267.2. A copy of the complete offer letter was provided to the Owner and its Legal Counsel at the July 20, 2016 hearing. A copy of the letter is attached as Exhibit "B" to this Report. An additional copy was provided at the July 20, 2016 hearing, and the hearing was continued at the Owner's request to August 17, 2016.

The Owner has not contacted the District since the last hearing and no further negotiations have occurred as of the date of this staff report. Since the District's offer has not been accepted and agreement has not been reached with the Owner, it is necessary to acquire the necessary interest by eminent domain. Accordingly, Staff is recommending that the Board adopt a resolution of necessity, authorizing the District to initiate eminent domain proceeding to acquire the Subject Property.

ENVIRONMENTAL ANALYSIS:

Compliance with the California Environmental Quality Act has been satisfied. Specifically, the District served as the lead agency for purposes of completing and publicly circulating an Environmental Impact Report, which comprehensively analyzed the Project's potential environmental impacts. The EIR confirmed that, with mitigation, no significant and unavoidable environmental impacts would result from the Project and, as to many resources, the Project may have beneficial environmental effects. The District's Board held an agendaized and

noticed public meeting to consider the CEQA document and the Project, and the Board's subsequent adoption of the certified EIR in its role as a responsible lead agency on May 20, 2016. A copy of the FIER will be available at the hearing and made part of the record.

Details on COD Website:

[Exhibit A](#)

[Resolution #081716-4](#)

[Notice of Continued Hearing](#)

FISCAL IMPLICATIONS:

There are no federal funds attributed to this Project. The fiscal impact will be absorbed by general funds.

RECOMMENDATION:

It is recommended that the Board of Trustees find, by a two-thirds vote of all members, the following: (1) the public interest and necessity require the Project; (2) the Project is planned or located in a manner that will be most compatible with the greatest public good and the least private injury; (3) the real property to be acquired is necessary for the Project; and (4) an offer to purchase the Property was made pursuant to Government Code section 7267.2.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 2**

AREA: Administrative Services

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

TITLE: DECLARE PROPERTY AS SURPLUS

BACKGROUND:

Surplus property, according to California Education Code Section 81450, is any District personal property which is no longer required for instructional purposes, property that is being disposed of for the purpose of replacement, or property that is unsatisfactory or no longer suitable for District use. After a thorough inspection of the list of items, it's been concluded that the items are valued less than \$5,000.00 and are either nonoperational, have been replaced or the item is no longer suitable for District use. The list of items are to be declared surplus and disposed of by way of a private sale, or a donation or at a metal recycling center in accordance with Education Code Section 81452 (a) and Administrative Procedure 6550/Disposal of Property.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

There is no cost to the District. Revenue received from private sale or recycling center will go back into the program's budget.

RECOMMENDATION:

Board of Trustees declares items surplus and disposed of by way of a private sale, or a donation or at a metal recycling center.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 3**

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 CONTRACT FOR THE
MECCA/THERMAL CAMPUS EXPANSION PROJECT**

BACKGROUND:

Bid Package #43-282-0283-0801-0010 – General Contracting Services for the Mecca/Thermal Campus Expansion Project has been out to bid and the bid results indicate the lowest qualified bid.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

These projects are funded by proceeds from Measure B Bonds.

RECOMMENDATION:

Board of Trustees approves notice of intent to award contract to lowest qualified bid for the Mecca/Thermal Campus Expansion Project.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 4**

AREA: Administrative Services

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

TITLE: CERTIFICATION OF SIGNATURES

BACKGROUND:

In accordance with the provisions of Education Code Sections 42633 and 85233, a certification of signatures form must be completed following the annual organization meeting of the Board. The annual organization meeting of the Board was on December 18, 2015. The Certification of Signatures form verifies the signatures of members of the governing board and persons authorized to sign orders drawn on the funds of the District and New Employee Authorization Transmittals. In accordance with Education Code 42632, no person other than an officer or employee of the District can be authorized to sign orders. Due to a recent change in personnel, the attached certification of signatures form has been updated. The individuals are as follows:

Rebecca Broughton – Governing Board Member; Fred Jandt – Governing Board Member; Mary Jane Sanchez-Fulton – Governing Board Member; Bonnie Stefan – Governing Board Member; and Aurora Tenorio-Wilson – Governing Board Member.

Joel L. Kinnamon – sign warrant orders, orders for salary payment and sign notices of employment; Lisa Howell – sign warrant orders, orders for salary payment and sign notices of employment; John Ramont – sign warrant orders, orders for salary payment and sign notices of employment; Virginia Ortega – sign warrant orders, orders for salary payment and sign notices of employment; and Mary Anne Gularte – sign notices of employment.

[Details on the COD Website](#)

FISCAL IMPLICATIONS:

There is no cost to the District.

RECOMMENDATION:

Board of Trustees approves these individuals to provide authorized signatures for the purposes of warrant orders, orders for salary payments and notices of employment.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 5**

AREA: Administrative Services

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

TITLE: RESOLUTION #081716-6 AUTHORIZED SIGNATURES

BACKGROUND:

The District receives requests from time to time for an actual resolution designating authorized signatures for the signing of contracts and agreements. The resolution should satisfy the requirement.

[Details on COD Website](#)

FISCAL IMPLICATIONS:

There is no cost to the District.

RECOMMENDATION:

Board of Trustees adopts Resolution #081716-6 approving certain individuals to provide authorized signatures for the purpose of contractual obligations for the District.

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| Administrator Initiating Item: Lisa Howell | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Student Success

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

TITLE: RESOLUTION 081716-1: AUTHORIZE DESIGNATED PERSONNEL TO SIGN AND EXECUTE DOCUMENTS REQUIRED BY THE CALIFORNIA DEPARTMENT OF REHABILITATION TO EFFECTUATE THE EXECUTION OF CFDA #81.126A STATE VOCATIONAL REHABILITATION SERVICES PROGRAM AGREEMENT AND ALL AMENDMENTS FOR THE PERIOD OF JULY 1, 2016, THROUGH JUNE 30, 2019

BACKGROUND:

The California Department of Rehabilitation (DOR) has requested a resolution authorizing designated personnel to sign and execute any and all documents required by DOR to effectuate the execution of CFDA #81.126A State Vocational Rehabilitation Services Program Agreement and all amendments for the period of July 1, 2016, through June 30, 2019, on behalf of the Desert Community College District.

[Resolution on COD Website](#)

FISCAL IMPLICATIONS:

The agreement has a certified expenditure of \$408,525 and a maximum amount of \$715,965.

RECOMMENDATION:

Approve the resolution as presented authorizing Joel L. Kinnamon, Ed.D., Superintendent/President, as the designated personnel.

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| Administrator Initiating Item: Annabelle Nery | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**Meeting Date: 8/17/2016
ITEM #: 1**

AREA: Student Learning

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

**TITLE: RESOLUTION 081716-2: APPROVE DESIGNATED
PERSONNEL TO SIGN CALIFORNIA DEPARTMENT
OF EDUCATION CONTRACT #CSPP-6348-00 FOR
FISCAL YEAR 2016-2017**

BACKGROUND:

The California Department of Education has requested a resolution authorizing designated personnel to sign contract #CSPP-6348-00 for Fiscal Year 2016-2017 on behalf of the Desert Community College District.

[Resolution on COD Website](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Approve the resolution as presented identifying Dr. Pamela Ralston, Vice President of Student Learning, as the designated personnel.

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| Administrator Initiating Item: Pamela Ralston | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Meeting Date: 8/17/2016

ITEM #: 2

AREA: Student Learning

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

**TITLE: RESOLUTION 081716-3: APPROVE DESIGNATED
PERSONNEL TO SIGN CALIFORNIA DEPARTMENT
OF EDUCATION CONTRACT #CCTR-6171-00 FOR
FISCAL YEAR 2016-2017**

BACKGROUND:

The California Department of Education has requested a resolution authorizing designated personnel to sign contract #CCTR-6171-00 for Fiscal Year 2016-2017 on behalf of the Desert Community College District.

[Resolution on COD Website](#)

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Approve the resolution as presented identifying Dr. Pamela Ralston, Vice President of Student Learning, as the designated personnel.

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| Administrator Initiating Item: Pamela Ralston | Cabinet Review & Approval: 8/8/2016 Chair & Vice Chair Review: 8/10/2016 |
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