

# Agenda

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

## **REGULAR MEETING OF THE BOARD OF TRUSTEES**

**DATE:** FRIDAY, APRIL 19, 2013  
**TIME:** 9:30 A.M.  
**LOCATION:** 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](http://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**

### **II. ROLL CALL**

### **III. 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.**

**CONFIRMATION OF AGENDA:** Confirm the agenda of the Regular Meeting of April 19, 2013, with any additions, corrections, or deletions.

- IV. CLOSED SESSION** 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.

**9:35 to 10:15 and 12:00 to 1:00 and/or following the open session if additional time is needed.**

- 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: 3

**3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Superintendent/President

**V. OPEN SESSION** 10:15 a.m.

Closed session report (if any)

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

The regular meeting of March 15, 2013 \*[Details on COD Website](#)  
The special meeting of April 2, 2013 \*[Details on COD Website](#)

**VIII. READING OF PROCLAMATIONS**

**IX. REPORTS**

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

**X. ADMINISTRATIVE REPORTS**

- 1. President
  - a. Foundation Report
  - b. Foundation Audit Report
  - c. ACCJC Follow-Up Visit
  - d. Update on Educational Centers
- 2. Interim VP Adrian Gonzales
  - a. BSI Grant Activities – Master Educator
  - b. Student Success Score Card

3. Interim Executive Director Human Resources Stan Dupree
  - a. Trustee Appointment update

**XI. 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. Officers of the Board

**B. HUMAN RESOURCES**

1. Volunteers
2. Employment Group C Appointments
3. Retirement/Resignation – Classified
4. Approval of a Tentative Agreement between DCCD & CSEA
5. Termination – Classified
6. Authorization to Enter into Contract with PPL, Inc.

**C. FISCAL SERVICES**

1. Purchase Orders and Contracts for Supplies, Services & Construction
2. Warrants
3. Payroll #9
4. Gifts/Donations to the District
5. Out-of-State/Country Travel
6. Change Orders – Measure B Bond Projects

**XII. ACTION AGENDA**

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

**B. BOARD OF TRUSTEES**

1. Student Trustee Privileges
2. Proclamations
3. Revision to Administrative Procedure 2715: Code of Ethics Standards of Practice - Trustees
4. Change to December 2013 Board of Trustees meeting date

**C. HUMAN RESOURCES**

1. Change in Assignment – Classified

2. Classified – 60-Day Layoff Notice
3. Agreement for Independent Contractor

**D. FISCAL SERVICES**

1. Budget Transfers
2. Resolution #041913-1 for Budget Adjustments
3. Notice of Intent to Award Contract for Child Development Center Project – General Construction
4. Notice of Completion – Measure B Bond Projects

**E. ACADEMIC AFFAIRS**

1. Curriculum Modifications

**F. STUDENT AFFAIRS**

1. Increase in Student Health Fee

**XIII. ITEMS FOR INFORMATION/DISCUSSION**

1. Future Reports & Presentations
2. CCCT Elections
3. 2011-2012 College of the Desert Foundation Audit Report

**XIV. SUGGESTIONS FOR FUTURE AGENDAS**

**XV. BOARD COMMENTS**

**XVI. ADJOURN**

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Board of Trustees

**ITEM #: 1**

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**TITLE: OFFICERS OF THE BOARD**

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**BACKGROUND:**

With the resignation of the Clerk of the Board it is necessary to appoint a member to assume those responsibilities. Board Policy 2210 Officers of the Board states:

*The Board has an official system of rotating officers. The offices include; chair, vice chair and clerk. The vice chair becomes the chair, clerk becomes vice chair and the next in line becomes the clerk with the outgoing chair moving to the end of the rotation. New Board members will be placed at the end of the rotation. Any Board member can decline to serve as an officer with no explanation necessary, in which case the next in line would be eligible for that seat.*

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

It is recommended the Board appoint Dr. Bonnie Stefan to the position of Clerk of the Board.

<b>Administrator Initiating Item:</b> Michael O'Neill	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 1**

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**TITLE: VOLUNTEERS**

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**BACKGROUND:**

Following is a listing of approved volunteers:

Ana Rangel – Theatre  
Orlando Ochoa – Child Development Center  
Jordan Asi – Kiosk  
Daniela Juarez – Kiosk

**FISCAL IMPLICATIONS:**

None

**RECOMMENDATION:**

Board of Trustees ratifies volunteers as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 2**

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**TITLE: EMPLOYMENT GROUP C APPOINTMENTS**

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**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 \$13,546.00. ([Details on COD website](#))

Faculty stipend in aggregate amount of \$6,240.00. ([Details on COD website](#))

Adjunct salary/stipend in aggregate amount of \$28,629.00. ([Details on COD website](#))

Student Workers/Tutors in the aggregate amount of \$42,315.00. ([Details on COD website](#))

Contract/Non-affiliated in the aggregated amount of \$0.00.

**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.

<b>Administrator Initiating Item:</b> Stan Dupree
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<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2012**

**AREA:** Human Resources

**ITEM #: 3**

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**TITLE: RETIREMENTS/RESIGNATION - CLASSIFIED**

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**BACKGROUND:**

1. Mr. Dennis Lid retired from his position of Part-Time Instructional Support Assistant, East Valley Campus, School of Library & Learning Resources, effective 3/21/13.
2. Ms. Cecilia Milos resigned from her position of Part-Time Secretary, ACES Program, Student Affairs, effective 3/29/13.
3. Ms. Cecilia Woodward will retire from her position of Payroll Specialist, Fiscal Services, Business Affairs, effective 5/2/13.
4. Ms. Velma Coombs will retire from her position of Part-Time Bursar Technician, Fiscal Services, Business Affairs, effective 4/30/13.
5. Mr. James (Diamond) Braverman will retire from his position of Art Technician, School of Arts & Media, effective 6/11/13.

**FISCAL IMPLICATIONS:**

Positions 1 & 3-5 are all fully funded from unrestricted funds. (General Fund). Position 2 is fully funded from restricted funds.

**RECOMMENDATION:**

Board of Trustees ratifies/approves the resignation/retirements as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

Meeting Date: 4/19/2013

**AREA:** Human Resources

**ITEM #:** 4

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**TITLE: APPROVAL OF A TENTATIVE AGREEMENT  
BETWEEN THE DESERT COMMUNITY COLLEGE  
DISTRICT (DCCD) & CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION  
(CSEA)**

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**BACKGROUND:**

To approve the Tentative Agreement listed below between the Desert Community College District (DCCD) and the California School Employees Association (CSEA):

Appendix B: Unit Members ([Details on COD website](#))

**FISCAL IMPLICATIONS:**

The Tentative Agreement will be covered by the current budget.

**RECOMMENDATION:**

Board of Trustees approves the Tentative Agreement as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval:</b> 3/4/2013 <b>Chair &amp; Vice Chair Review:</b> 3/7/2013
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 5**

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**TITLE: TERMINATION - CLASSIFIED**

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**BACKGROUND:**

Employee #0508012 did not pass probationary period in new hire position. This was effective 4/3/13.

**FISCAL IMPLICATIONS:**

Position is fully funded by restricted funds.

**RECOMMENDATION:**

Board of Trustees ratifies the termination as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 6**

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**TITLE: AUTHORIZATION TO ENTER INTO CONTRACT WITH  
PROFESSIONAL PERSONNEL LEASING, INC.**

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**BACKGROUND:**

The College of the Desert Board of Trustees authorized entering into a contract with Professional Personnel Leasing, Inc. (PPL) at the January 18, 2013 board meeting. This action is to correct a minor error in the original language of the background information. The board authorized hiring PPL to assist in recruiting and hiring experienced candidates as interim management employees. The intent of the contract was also to hire consultants suited for addressing the unique needs of College of the Desert.

**FISCAL IMPLICATIONS:**

Costs are a percentage of the gross salary during the term of the assignment and will be funded by General Funds. Fees for Interim Management employees are 15% and Consultants are 20% of the gross salary.

**RECOMMENDATION:**

Board of Trustees authorizes the Superintendent/President to enter into a contract as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 1**

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

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**BACKGROUND:**

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **March 31, 2013** as follows:

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

In the aggregated amount of \$605,215.75, as presented. ([Details on COD Website](#))

b. Open Purchase Orders

In the aggregated amount of \$148,375.00, as presented. ([Details on COD Website](#))

c. Contracts in excess of \$25,000

In the aggregated amount of \$4,829,651.13, as presented. ([Details on COD Website](#))

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

In the aggregated amount of \$6,198,942.47, 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.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 2**

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**TITLE: WARRANTS**

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**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 \$5,194,573.01 as presented.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 3**

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**TITLE: PAYROLL #9**

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**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 \$2,733,069.66 as follows:

Certificated:	\$1,758,837.81
Classified:	<u>\$ 974,231.85</u>
	\$2,733,069.66

<b>Administrator Initiating Item:</b> Joel L. Kinnamon	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 4**

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**TITLE: GIFTS/DONATIONS TO THE DISTRICT**

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**BACKGROUND:**

- Nine (9) wood artist panels, seven (7) wood artist stretchers, one (1) Homak fourteen drawer mobile tool chest, one (1) Homak six drawer tool cart and two (2) five drawer flat file cabinets donated to the School of Arts and Sciences by Don and Ginger Pizza of Chicago, IL. Items to be utilized by students in the art program.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees accepts donations to the District and a letter of appreciation will be sent to the donor(s) by the Office of the President.

<b>Administrator Initiating Item:</b> Joel L. Kinnamon	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 5**

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**TITLE: OUT-OF-STATE/COUNTRY TRAVEL**

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**BACKGROUND:**

1. Academic Affairs – Ms. Amber Black, Adjunct Faculty, School of Arts and Sciences, to attend the NCORE (National Conference on Race and Ethnicity) in New Orleans, LA, May 28-June 2, 2013.

This conference will provide Ms. Black, a current member of the SEED (Student Education Equity and Diversity) Committee, the opportunity to gain more knowledge regarding cultural diversity and education in order to better assist her students in the classroom.

*Fiscal Implications:* Costs estimated at \$1,825.00. \$800.00 will be funded by a restricted source (Faculty Development Funds). The remaining costs will be borne by Ms. Black.

2. Academic Affairs – Mr. Phillip Culbertson, Adjunct Faculty, School of Arts and Sciences, to attend the Linking Arms When Suicide Comes Calling in Pasifika Communities Symposium on July 4, 2013, and Finding Our Place in the World: Working with Unfamiliar Spiritualities Conference on July 5, 2013. Both will take place at the University of Auckland in New Zealand.

Mr. Culbertson is co-organizing and co-hosting these two conferences sponsored by the School of Counseling, Human Services, and Social Work at the University of Auckland; the School of Theology at the University of Auckland; and the Institute for Psychosynthesis in Auckland.

*Fiscal Implications:* Costs estimated at \$2,611.33 for the airfare. \$800.00 will be funded by a restricted source (Faculty Development Funds). The remaining costs will be borne by Mr. Culbertson.

3. Academic Affairs – Ms. Betty Baluski, Assistant Professor in Nursing, School of Health Sciences and Education, to attend the 12<sup>th</sup> Annual International Nursing Simulation/Learning Resource Centers Conference in Las Vegas, NV, June 12-15, 2013.

This conference will provide techniques in simulation using the newer technologies recently acquired for the nursing program.

*Fiscal Implications:* Costs estimated at \$1,520.00 and will be funded by restricted sources (\$800.00 from the Faculty Development Funds and \$720.00 from the Foundation Funds).



4. Academic Affairs – Ms. Sarah Fry, Assistant Professor in Nursing, School of Health Sciences and Education, to attend the Boot Camp for Nurse Educators in Albuquerque, NM, July 18-22, 2013.

This conference will provide the opportunity for Ms. Fry to update her knowledge and skills of current teaching methodologies and strategies. This will help her prepare students for practice by implementing evidence-based strategies for teaching nursing.

*Fiscal Implications:* Costs estimated at \$2,161.12 and will be funded by restricted sources (\$800.00 from the Faculty Development Funds and \$1,361.12 from the Perkins Funds).

5. Academic Affairs – Mr. Larry McLaughlin, Director, Advanced Transportation Technology & Energy Center (ATTE), School of Applied Sciences & Business, to attend the Department of Energy SunShot CSP Program Review 2013 Conference in Phoenix, AZ, April 23-25, 2013.

This Department of Energy conference reviewing Concentrating Solar Power (CSP) projects will cover state-of-the-art developments in a renewable energy industry for which COD is conducting workforce training. This industry sector is becoming an important source of employment and economic growth in the desert region. Attending this conference will provide Mr. McLaughlin with current technical and business information as well as provide opportunities to establish industry partnerships that bring expertise, funding, and donation opportunities to the College. The close proximity reduces travel costs and, along with a low registration fee, provides an affordable venue for industry information and connections.

*Fiscal Implications:* Costs estimated at \$1,065.00 and will be funded by a restricted source (ATTE Center Grant).

6. Academic Affairs – Mr. John Jaramillo, Dean, School of Applied Sciences and Business, to attend the 2013 NACTEI (National Association of Career & Technical Education Information) Conference in Phoenix, AZ, May 6-9, 2013.

NACTEI is dedicated to the development and improvement of career and technical education information, finance and accountability systems.

*Fiscal Implications:* Costs estimated at \$2,322.40 and will be funded by a restricted source (VTEA funds).

7. Student Affairs – Mr. Carlos Maldonado, Director of Student Life, and Mr. Ahmed Hendawi, COD Student, to attend the National Collegiate Table Tennis Association Championships in Rockford, IL, April 12-14, 2013.

Mr. Hendawi has qualified to participate in the championships of National Collegiate Table Tennis Association (NCTTA) 2013 in Rockford, IL. He will compete as a singles player and represent College of the Desert at this competition. Mr. Hendawi is a member of the College of the Desert Ping Pong Club.

*Fiscal Implications:* Costs not to exceed \$5,000.00 and will be funded by a restricted source (Student Development Funds).

8. Student Affairs – Mr. John Arroyo, ASCOD President, to join Mr. Carlos Maldonado, Director of Student Life, and Mr. Andrew Campbell, Student Trustee, to attend the National Center for Student Leadership Spring 2013 Conference in Boston, MA, April 4-7, 2013. Mr. Maldonado and Mr. Campbell’s travel was approved at the March 15, 2013 Board Meeting.

The National Center for Student Leadership Spring Conference will build a strong foundation as a student leader, and secure leadership skills. Learning outcomes of this conference include:

- Identifying areas of personal leadership strength and areas for enhancement
- Learning skills that enhance effective and meaningful communication between individuals, within groups, and in your community
- Learning skills and techniques that enhance your personal success as well as the mission of your organization and campus
- Identifying concrete tools and skills that promote creative, effective, and efficient administrative operations for all types of groups
- Learning the importance of networking with peers, on campus and beyond, to reach common goals
- Developing an awareness of personal values that guide action on campus and beyond

**RECOMMENDATION:**

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

<b>Administrator Initiating Item:</b> <b>Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 6**

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

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**BACKGROUND:**

1. Change Order #1 to the contract with Dynalectric, Inc. for the Campus Technology Infrastructure Project is a credit in the amount of <868.00> for unused allowance. This change order amends the contract total from \$1,293,995.00 to \$1,293,127.00.
2. Change Order #1 to the contract with FM & Sons Construction, Inc. for the Math Science Technology Center Project is a credit in the amount of <\$31,198.00> for unused allowance. This change order amends the contract total from \$360,000.00 to \$328,802.00.
3. Change Order #2 to the contract with Kincaid Industries for the Infrastructure Phase III (Non Potable Water Connections) Project is a credit in the amount of <1,062.12> for unused allowance. This change order amends the contract total from \$496,962.00 to \$495,899.88.
4. Change Order #2 to the contract with Roof Construction for the Math Science Technology Center Building Project is in the amount \$18,437.00 for HVAC duct work due to a delay in the project. This change order amends the contract total from \$581,462.00 to \$599,899.00 and remains within the 10% allowed for changes.
5. Change Order #3 to the contract with USA Shade & Fabric Structures, Inc. for the Monterey Avenue Entrance Project is a credit in the amount of <\$64,050.00> for the credit of 19 foundations including anchor bolts as well as upgraded power coat color. This change order amends the contract total from \$443,229.00 to \$379,179.00.

**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.

<b>Administrator Initiating Item:</b> <b>Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Board of Trustees

**ITEM #: 1**

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**TITLE: STUDENT TRUSTEE PRIVILEGES**

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**BACKGROUND:**

Pursuant to Education Code 72023.5(d) the Governing Board must adopt rules and regulations regarding the privileges it wishes to afford the Student Trustee annually before or by May 15 of each year.

It is proposed the Student Trustee: 1) attend executive sessions on personnel matters or collective bargaining matters, at the discretion of the governing board; 2) receive compensation, at the discretion of the governing board, up to the amount prescribed by Section 72425; 3) serve a term of one year commencing on June 1, and ending on May 31; and 4) to make and second motions at the discretion of the governing board along with the privilege of an advisory vote.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Adopt these rules and regulations regarding the privileges of the Student Trustee for fiscal year 2013-2014.

<b>Administrator Initiating Item: Michael O'Neill</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Board of Trustees

**ITEM #: 2**

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

**TITLE: PROCLAMATIONS**

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**BACKGROUND:**

**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.

**DAY OF SILENCE:** At College of the Desert we are privileged to have both employees and students representing the lesbian, gay, bisexual and transgender community. Their high standards and ideals continue to enhance the programs at the college. The proclamation designating April 19, 2013 as the Day of Silence provides the opportunity to recognize their importance to College of the Desert and our educational programs.

**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, 2013 marks the 43<sup>rd</sup> 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.

[\\*Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None

**RECOMMENDATION:**

Approve the proclamations as presented.

<b>Administrator Initiating Item:</b> Michael O'Neill	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Board of Trustees

**ITEM #: 3**

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

**TITLE: REVISION OF ADMINISTRATIVE PROCEDURE 2715: CODE OF ETHICS  
STANDARDS OF PRACTICE – TRUSTEES – FIRST READING**

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**BACKGROUND:**

This administrative procedure has been revised.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Receive the procedure for a first reading as presented.

<b>Administrator Initiating Item: Michael O'Neill</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Board of Trustees

**ITEM #: 4**

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

**TITLE: DECEMBER 2013 BOARD MEETING DATE**

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**BACKGROUND:**

The 2013 Board of Trustees meeting dates were selected and approved at the July 2012 regular Board meeting. At that time there was concern that the December 20, 2013 date was too close to Christmas. It has been suggested the meeting date be changed to December 13, 2013.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

It is recommended the Board change the meeting date to December 13, 2013.

<b>Administrator Initiating Item:</b> Michael O'Neill	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 1**

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

**TITLE: CHANGE IN ASSIGNMENT - CLASSIFIED**

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**BACKGROUND:**

1. Ms. Deborah Ramirez' assignment as Part-Time Senior Office Assistant, PaCE, has been temporarily changed from 19.5 hours/week to 29 hours/week from 3/20/13 – 6/28/13.
2. Mr. Joseph Wachsmuth's assignment as Technician/DEEC, ATTe, School of Applied Sciences & Business, has been extended to 6/30/13.
3. Mr. Ed Corral's assignment as Grants Technician, ATTe, School of Applied Sciences & Business, has been extended to 6/30/13.
4. Ms. Maggie Negron's assignment as Assessment & Testing Services Specialist has been permanently changed from 11 months to 12 months. The appointment, effective 4/1/13, is ongoing.
5. Mr. Martin Pelayo's assignment as Part-Time Campus Maintenance & Security, EVC, School of Library & Learning Resources, has been changed from 24 hours/week to 25.5 hours/week from 4/6/13 – 5/11/13.
6. Ms. Bobbie Weigel's assignment as Part-Time Security Officer has been permanently changed from a 10-month to an 11-month position. The appointment, effective 4/1/13, is ongoing.
7. Mr. Brian Kephart's assignment as Part-Time Security Officer has been permanently changed from a 10-month to an 11-month position. The appointment, effective 4/1/13, is ongoing.

[\\*Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Positions 1-4 are fully funded from restricted funds (Grant funds). Positions 5-7 are fully funded from unrestricted funds (District funds).

**RECOMMENDATION:**

Approval and/or ratification of the appointments as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 2**

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

**TITLE: CLASSIFIED – 60-DAY LAYOFF NOTICE**

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**BACKGROUND:**

WHEREAS, Education Code sections 88001, 88014, 88015, 88017, 88117, and 88127 authorized the College to layoff classified employees for lack of work and lack of funds upon 60 days prior notice; and

WHEREAS, it is the determination of the Board of Trustees that it is in the district's best interest, due to lack of work and/or lack of funds, that certain services now being provided by the district must be reduced;

NOW, THEREFORE, BE IT RESOLVED that the following classified positions be discontinued:

- 1 Grants Technician**
- 1 EWD Training Technician**

BE IT FURTHER RESOLVED that the College President/Superintendent be and hereby is authorized and directed to give notices of termination of employment to the affected employee(s) of this district pursuant to district rules and regulations, any applicable collective bargaining agreement and applicable provisions of the Education Code not later than sixty (60) days prior to the effective date of such reduction or discountenance as set forth above.

BE IT FURTHER RESOLVED that the College President/Superintendent be authorized and directed to take any other actions necessary to effectuate the intent of this resolution.

**FISCAL IMPLICATIONS:**

These positions are fully funded through restricted funds and it is uncertain whether new funding will be offered.

**RECOMMENDATION:**

Board of Trustees approves the 60-day layoff notice for the above positions.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Human Resources

**ITEM #: 3**

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

**TITLE: AGREEMENT FOR INDEPENDENT CONTRACTOR**

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**BACKGROUND:**

This agreement with Professional Personnel Leasing, Inc. to engage Dr. Jim Buysse to provide College of the Desert (COD) assistance in:

- 1) **IMPLEMENTING FCMAT RECOMMENDATIONS:** Consultant will assist in advancing the District's implementation of recommendations from FCMAT :
  - a) Reviewing recommendations and interpretation to staff
  - b) Oversight of actual recommendations
  - c) Training of staff in implementation process
  - d) Evaluation of final implementation
  
- 2) **ASSIST WITH FACILITIES BOND PROJECTS:** Consultant will assist the District with the administration and oversight of facilities bond projects. This will include but is not limited to:
  - a) Review current status and identify areas needing assistance
  - b) Devise and implement a plan to address corrective action
  - c) Assist in developing reporting mechanisms for the Administration, Board, and other agencies
  
- 3) **REVIEW AND RECOMMEND BUSINESS MANAGEMENT SYSTEM:** Consultant will guide the District through a review of its management systems and make specific recommendations. This will include but is not limited to:
  - a) Observations and recommendations
  - b) Assist in the development and implementation of any restructuring plan(s)
  - c) Coach staff on final implementation processes
  
- 4) **BUDGET DEVELOPMENT/OTHER:** Consultant will provide oversight services during the budgeting process to guide staff in the development process and provide other assistance to the administration as defined by the Superintendent. This will include, but not be limited to:
  - a) Assist financial team in developing the budget development calendar and documents

- b) Provide oversight and training to staff on appropriate procedures and processes
- c) Review the final budget and assist the Superintendent with presentations to the Board
- d) Other support as requested by the Superintendent.

**FISCAL IMPLICATIONS:**

Costs are estimated at \$19,637.00 per month for the length of the contract and will be funded by General Funds. Services provided under this agreement will be from March 21, 2013 through September 21, 2013.

**RECOMMENDATION:**

Board of Trustees approves the agreement for independent contractor services as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 1**

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

**TITLE: BUDGET TRANSFERS**

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**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.

<b>Administrator Initiating Item:</b> Joel L. Kinnamon	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 2**

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

**TITLE: RESOLUTION # 041913-1 FOR BUDGET ADJUSTMENTS**

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**BACKGROUND:**

The Resolution is the process used for making additions or changes to the budget and financial transactions for the District through June 30, 2013. 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:

**Fund 12 – General Fund – Restricted**

913 – Workforce Innovation Partnership (WIP) - \$218,750 represents a grant for Applied Science from the Chancellor’s Office Career Technical Education Department and the District.

**BUDGET IMPLICATIONS**

Fund 12- Income	\$218,750	<u>Expenditures:</u>	
		Certificated Salaries	\$ 54,200
		Classified Salaries	55,421
		Fixed Charges	46,243
		Supplies	8,300
		Contractual Services	36,623
		Fixed Assets	9,550
		Other Outgo	<u>8,413</u>
		Total	<u>\$218,750</u>

[\\*Details on COD Website](#)

**RECOMMENDATION:**

The Superintendent/President recommends the Board of Trustees approve Resolution #041913-1 for Budget Adjustments in the amount of \$218,750.

<b>Administrator Initiating Item:</b> Joel L. Kinnamon	<b>Cabinet Review &amp; Approval: 4/8/2013</b> <b>Chair &amp; Vice Chair Review: 4/11/2013</b>
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**RIVERSIDE COUNTY OFFICE OF EDUCATION**

**COMMUNITY COLLEGE DISTRICTS**

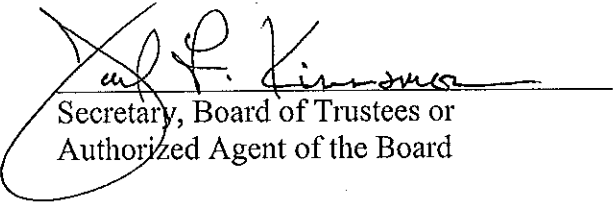
**RESOLUTION #041913-1 FOR BUDGET ADJUSTMENTS**

**WHEREAS** the governing board of the Desert Community College District has determined that income in the amount of \$218,750 is assured to said District in a different amount than previously budgeted, as is reflected on the attached page (agenda item);

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

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

This is an exact copy of Resolution  
adopted by the governing board at the  
regular meeting on April 19, 2013

  
Secretary, Board of Trustees or  
Authorized Agent of the Board



**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 3**

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

**TITLE: NOTICE OF INTENT TO AWARD CONTRACT FOR  
CHILD DEVELOPMENT CENTER PROJECT –  
GENERAL CONSTRUCTION**

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**BACKGROUND:**

Bid Package #41-264-7108-0008 – General Construction for the Child Development Center Project has been out to bid and the bid results\* indicate the lowest qualified bid.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

This project is funded by proceeds from Measure B Bond.

**RECOMMENDATION:**

Board of Trustees approves notice of intent to award contract for Bid Package #41-264-7108-0008 – General Construction for the Child Development Center Project to Oakview Constructors, Inc. in the amount of \$3,957,327.00.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 4**

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

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

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**BACKGROUND:**

1. The contract with Kincaid Industries, Inc. for the Infrastructure Upgrade Phase III Project – Gas Line Lateral Construction is complete as of February 13, 2013 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
2. The contract with Desert Ranger Construction for the Baseball Scoreboard Project is complete as of July 28, 2007 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
3. The contract with C.T. Georgiou Painting Co. for the Math Science Technology Center Building Project – Painting is complete as of August 27, 2012 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
4. The contract with Chambers Inc., d.b.a. Roof Construction for the Math Science Technology Center Building Project – Roofing & Sheet Metal is complete as of August 27, 2012 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
5. The contract with Clark Pacific for the Math Science Technology Center Building Project – Precast Concrete is complete as of August 27, 2012 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
6. The contract with KCB Towers, Inc. for the Math Science Technology Center Building Project – Structural & Miscellaneous Steel is complete as of August 27, 2012 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.
7. The contract with Lozano Caseworks, Inc. for the Math Science Technology Center Building Project – Cabinets & Lab Furniture is complete as of December 21, 2012 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.

8. The contract with Sierra Lathing Company, Inc. for the Math Science Technology Center Building Project – Framing, Drywall, Lath & Plaster is complete as of December 28, 2012 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 is funded by proceeds from Measure B Bond.

**RECOMMENDATION:**

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

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Academic Affairs

**ITEM #: 1**

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

**TITLE: APPROVAL OF CURRICULUM MODIFICATIONS  
FOR FALL 2013**

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**BACKGROUND:**

The Curriculum Committee approved modifications to the College curriculum to be effective for Fall 2013.

\*[Details on COD website](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

The Board of Trustees approves the curriculum modifications for Fall 2013.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/11/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Student Affairs

**ITEM #: 1**

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

**TITLE: INCREASE IN STUDENT HEALTH FEES**

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**BACKGROUND:**

Education Code section 76355 provides the governing board of a community college district the option of increasing the student health services fee by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. The Chancellor's Office has indicated that the maximum student health fee for the 2013–2014 academic year is set at \$19 per semester; \$16 per summer session and \$16 each intersession of at least 4 weeks.

The student health fee is currently set at \$14 for the semester and \$11 for the summer. Staff are proposing an increase to \$19 per semester and \$16 for the summer (and intersessions, if offered in the future).

Through the health fee, students have access to basic medical assessments and referrals from nursing staff and a medical doctor, information on preventative health care for college students, student health insurance, and access to clinical psychological services. Over the past three years the College has seen a significant increase in the use of psychological services, going from 422 student receiving services in 2009 – 2010 to 864 in 2011– 012.

Students with bona fide religious prohibitions are excluded from paying health fees. The last fee increase was approved by the Board in February 2006.

**FISCAL IMPLICATIONS:**

All fees collected shall be deposited in the Student Health Fee Account in the Restricted General Funds of the district. These fees shall be expended only to provide health services as specified in regulations adopted by the Board of Governors.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the increase of Student Health Fees for all students from \$14.00 to \$19.00 per semester and from \$11.00 - \$16.00 for the summer sessions (and any intersessions offered in the future), effective Fall 2013 session.

<b>Administrator Initiating Item: Adrian Gonzales</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 4/19/2013**

**AREA:** Fiscal Services

**ITEM #: 1**

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

**TITLE: 2011-2012 COLLEGE OF THE DESERT FOUNDATION  
AUDIT REPORT**

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**BACKGROUND:**

In accordance with State regulations, the College of the Desert Foundation has undergone the required annual audit\*. The report is the result of the auditor's review of finances, financial procedures, accounting controls and compliance with applicable State and Federal requirements. The report is also filed with the required State agencies. This item was postponed at the November 13, 2012 board meeting in order for the Board of Trustees to have more time to review the audit report.

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

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

This item is provided for information.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 4/8/2013 Chair &amp; Vice Chair Review: 4/9/2013</b>
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