

**DESERT COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
CRAVENS MULTI-PURPOSE ROOM  
FRIDAY, MAY 20, 2011  
MINUTES**

**I. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Chair Hayden called the meeting to order at 9:34 a.m. and asked Trustee O'Neill to lead the Pledge of Allegiance.

**II. ROLL CALL**

President Patton called the roll and all members were present. Student Trustee Jaramillo will be leaving at 11:00 in order to attend a final exam review.

**III. CONFIRMATION OF AGENDA**

A motion was made by Trustee Marman, seconded by Trustee Broughton, to approve the agenda of the May 20, 2011 Board meeting. Subsequent to the agenda being posted an item came to the board's attention needing immediate action. Action Agenda, Business Affairs #7: To award contract for construction of the Classroom Building Project for Bid Package #17 for K.A.R. Construction, Inc.

Dr. Edwin Deas, Vice President Business Affairs explained at last month's meeting we were waiting for a contract to be finalized on the concrete work on the Classroom Building project. At that time the Board empowered the President to award the contract. That contract did not come to fruition and we had to go with another contractor. Waiting until the June meeting would delay this work even further. Motion carried unanimously.

The Proclamation for National Military Appreciation Month was read by Danni St. Clair, COD Student Veteran's Organization President.

President Patton introduced and thanked each of the Classified retirees who took advantage of the Early Incentive Program:

Bobbie Larson	Carolyn Acord
Dave Anderson	Gina Cunningham
Robert Campbell	Sherry Valentine
Steve Sanchez	Terri Alm
Tim Johnson	Scott Hostler
Cheryl McGuire	Barbara Jacobsen
Thomas Griffiths	Josielind Ferrer

**IV. PUBLIC COMMENTS**

None.

## V. APPROVE THE MINUTES

There were no corrections to the minutes of the regular meeting of April 15, 2011 and they stand approved.

## VI. REPORTS

### A. GOVERNING BOARD

**Student Trustee Jaramillo** said it has been her privilege to serve as the Student Trustee for the DCCD for this past year. She thanked all of the Board members for their benevolent service and commitment to the students at College of the Desert. It is because of them and their hard work that she is a proud product of COD. She urged them to continue to make decisions based on what is best for the students and to encourage students to become active in their student government and advocate for the college. This college has provided her with not only an academic foundation but also an outlet of self-discovery. It has also been a place where she has been allowed to make mistakes and encouraged to lead as an example. She will hold the experiences she's gained close to her heart as she continues her education at UC Berkeley.

**Trustee Broughton** thanked Aries for her service and expressed the Board's pleasure in having her as a trustee, how much she's added to the Board, how they respect her opinions, and what a great job she's done.

Trustee Broughton reported on her activities and/or attended:

- 2 + 2 meeting with the Indio City Council re: the future of the Indio Campus
- EOPS/CARE Celebration
- President's Tea
- East Valley Alumni meeting
- Thanked Trustee Marman for attending and presenting at the MTC "College is for You" event and also thanked Gloria Hernandez, Financial Aid staff member, for her participation.
- COD production of Anything Goes was excellent
- Retirement party for Dr. Ramirez
- Webinar on the state budget

**Trustee Marman** reported on his activities and/or attended:

- the Alumni Hall of Fame Awards
- Foundation Board meeting
- Unveiling of the West Valley Sign
- Foundation fundraiser
- "College is for you" event at MTC and Lincoln Elementary School
- BEEPS signage meeting
- COD production of Anything Goes
- Foundation Fundraiser: The First Grader
- So Cal Men's Tennis Championship

- Appreciates the reports from Dean Goetz in the Bookstore

**Trustee O’Neill** also thanked Student Trustee Jaramillo for doing an outstanding job.

He reported on his activities and/or attended:

- Alumni Hall of Fame Awards – an international student from Japan was selected
- Emeriti-Retirement-Tenure Ceremony
- Green Council meeting
- President’s Tea – thanked the President for acknowledging faculty in this way
- Health and Welfare Committee meeting
- West Valley sign unveiling
- The film “Waterberry Tears” and thanked the Diversity Council for presenting this impressive film
- Alumni Reception and the COD production of Anything Goes
- Dr. Ramirez Retirement celebration
- Congratulated the COD Golf Team on their successes

**Trustee Stefan** also thanked Student Trustee Jaramillo and expressed her enjoyment in working with her.

She reported on her activities and/or attended:

- 2 + 2 meeting with the City of Indio
- ACES Graduation and Transfer Recognition
- Ophelia Project fundraiser dinner
- Desert Scapes art exhibit
- Enjoys receiving “A Taste of Books” from the COD library

**Trustee Hayden** reported on his activities and/or attended:

- The Trustee Conference and ACES Committee meeting – report distributed
- WV sign unveiling
- Dean’s Tea
- Al Shootman Golf Tournament
- Budget Webinar

## **B. ASCOD**

Tony Aguilar was present and gave a brief report.

## **C. ACADEMIC SENATE**

Rey Ortiz was present and gave a brief report.

## **D. FACULTY ASSOCIATION**

Chuck Decker was present and gave a brief report.

#### **E. C.O.D.A.A.**

Catherine Levitt was present and gave a brief report.

#### **F. CSEA**

Mary Lisi was present and gave a brief report.

#### **G. COLLEGE OF THE DESERT FOUNDATION**

Joanne Padgham was present and gave a brief report.

#### **H. COLLEGE OF THE DESERT ALUMNI ASSOCIATION**

Gene Marchu was present and gave a brief report.

### **VII. ADMINISTRATIVE REPORTS**

**President Patton** introduced Amy DiBello, Associate Professor, English, and acknowledged her contributions to College of the Desert.

President Patton reminded the Board that the Academic Senate Resolution presented last month by the Senate will be an agenda item in July for Board acceptance.

Budget updates have been provided to the Board in the last few months regarding the \$5.5M cuts necessary. President Patton provided 3 handouts and reviewed them with the Board. The college must reduce its budget by \$8.4M for 2012-2013. He presented the template to College Planning Council last week. He has suggested putting together summer study groups, which will consist of faculty, staff, and students to develop the format to get discussions started this fall on ways to reduce the budget as outlined. These groups will not be making any decisions, only recommendations. (see attachments)

There was discussion about fee-based vs Basic Skills. Vice President Herzek said the basic skills in math and English are still part of our credit program and have not moved to a fee-based activity. Part of the ESLN program has moved to fee-based and he will report on it a little later.

President Patton commended the cast and all those involved with the production of Anything Goes, as it was phenomenal.

He reminded the board members of the LVN Pinning on Thursday, PSA Thursday evening, RN Pinning on Friday and Commencement on Friday evening.

President Patton asked Pam LiCalsi, Executive Director, Institutional Effectiveness, to update the members on the Accreditation report. Ms. LiCalsi reported we received the visiting team's draft

document and had 10 days to review and correct any factual errors. This was completed and we now wait for the Commission to meet in June for the final decision.

**Dr. Diane Ramirez**, Vice President, Student Affairs, wanted to publically thank the Board for the privilege and honor given to her to serve the students, faculty, staff, administration, community and Trustees of College of the Desert. *“Through four decades of service my vision for California Community Colleges has been clear and I have been afforded the opportunity through the board to work with colleagues, staff and students to vigilantly pursue that vision. Nurture and protect it as a public steward and yes, be creative. Some of those creative ideas have been enabled through the outstanding support of our COD Foundation and Alumni Association and I want to acknowledge and thank them for helping me reach goals that have directly benefitted our students through their support and generosity. For me, it has always been about the power of personal potential reached through learning. In my professional journey I have had the good fortune to meet and work with some remarkable human beings, both inside and outside College of the Desert and the state, who believed in the power of education to change individual lives and shared the same passion for learning and equity, enriching my life in immeasurable ways; increasing my learning, enabling me to share more in my interactions with others, cultivating an enriched life for both myself and our students. That has been a joy afforded to me with your permission. My heart is full and I am humbled by the recent outpouring of congratulations and recognition of my time of service. I have been deeply touched by many with their kind words and by the words of their heart, and for that I am thankful. I believe I have fulfilled the first order of leadership, which is to replace oneself, which is not to say with clones, but with a team of individuals who are independent thinkers with energy vision and common purpose, who will assist and adjust the institution in its next iteration. For this I am truly grateful. As I’ve stated publically before, my husband Richard and I are excited about entering this next great adventure of our lives together and I thank the board and College of the Desert for the privilege to have served the students and institution providing me much personal fulfillment. Thank you very much.”*

**Dr. Edwin Deas**, Vice President Business Affairs, reviewed a Power Point on the Governor’s May Revision to State Budget Projections. (see attachment)

Steve Renew, Director Facilities, reviewed a Power Point and updated the members on the many upcoming Bond projects. (see attachment)

**Farley Herzek**, Vice President Academic Affairs, distributed a handout and updated the members on moving a portion of the ESLN program to a fee-based delivery and the reorganization efforts. (see attachment)

Mr. Herzek also reported that along with our tennis team winning the State championship, we also had a golf champion; Andrew Perez won the State championship in golf.

**RECESS FOR LUNCH**

**RECONVENE at 1:10 p.m.**

## **VIII. CONSENT AGENDA**

Trustee Marman requested the following consent items be pulled for discussion under the Action agenda: A: 4, 12, 16, 19, 20 & B: 2.

Trustee O'Neill requested the following consent items be pulled for discussion in Closed Session: A: 13, 14, 15

A motion was made by Trustee Stefan, seconded by Trustee Broughton, to approve the Consent agenda with the changes noted.

Trustee Marman asked for clarification on the new terminology: restricted, unrestricted. Dr. Edwin Deas explained the college is trying to standardize all items by using "Restricted" & "Unrestricted". Unrestricted is from the General Fund, and Restricted is everything else. Trustee Marman suggests using "Restricted, followed by the source of the funding".

Motion carried unanimously.

*\*~~Strikeout~~ indicates moved to Action Agenda or Closed Session*

### **A. BUSINESS AFFAIRS – Human Resources**

1. Classified – Appointments
2. Faculty – Appointment
3. Faculty – Full-Time Temporary Assignment
4. ~~Leadership – Change in Assignment~~
5. Faculty – Change in Assignment
6. Faculty – Continuation of Assignment
7. Faculty – Retirement
8. Hourly Personnel – Student Workers, Tutors, Temporary & Substitutes
9. Employment Agreements
10. Volunteers
11. Re-Opener-CODAA – 1st Reading
12. ~~Classified – Resignation~~
13. ~~Approval of Tentative Agreements – DCCD & CSEA~~
14. ~~Approval of Tentative Agreements – DCCD & CTA~~
15. ~~Approval of Tentative Agreements – DCCD & CODAA~~
16. ~~Classified – New Job Descriptions~~
17. Classified – Reclassification of Position
18. Classified – Retirement/Resignation Incentive Listing
19. ~~Leadership – Revised Job Description~~
20. ~~Leadership – New Job Description~~
21. Faculty Salary Listing, 2011-2012

### **B. BUSINESS AFFAIRS – Fiscal Services and Facilities Services**

1. Change Order #2 – Cravens Student Services Center Project – Glazcon Production Inc.

2. ~~Approval of Contracts~~
3. Gifts/Donations to the District
4. To Approve/Ratify Out-of-State/Country Travel
5. Payroll #9
6. Approval of Warrant Lists

## **IX. ACTION AGENDA**

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

#### **BUSINESS AFFAIRS – Human Resources**

##### 4. Leadership – Change in Assignment

A motion was made by Trustee Broughton, seconded by Trustee Stefan, to approve the Leadership: Change in Assignment as presented. Trustee Marman's concerns were previously addressed but he had a question about #3 on this item and whether this was 1 full-time position and something else or 2 separate positions. President Patton explained it was 2 separate positions. Trustee Marman also asked if Mr. DiSalvo's salary as the Dean would be the same as when he left that position a year ago. Robert Blizinski, Executive Director, Human Resources explained Mr. DiSalvo's salary is as if he had been a Dean the entire previous year. Motion carried unanimously.

##### 12. Classified – Resignation

A motion was made by Trustee Stefan, seconded by Trustee Broughton to approve the Classified Resignation as presented. Trustee Marman asked this be discussed in Closed Session. A motion was made by Trustee Stefan, seconded by Trustee Broughton to move this item to Closed Session. Motion carried. The original motion failed with all members voting no.

##### 16. Classified – New Job Descriptions

A motion was made by Trustee Stefan, seconded by Trustee Broughton, to approve the Classified New Job Descriptions as presented. Trustee Marman asked if the Instructional Lab Technician was a full-time or part-time position. This is a part-time position. Trustee O'Neill asked if the Financial Aid Outreach Specialist reports to the Director of Financial Aid. Dr. Ramirez explained this is the new HSI Grant position and reports to the grant coordinator, in collaboration with the Director of Financial Aid. Motion carried unanimously.

##### 19. Leadership – Revised Job Description

A motion was made by Trustee Marman, seconded by Trustee O'Neill, to approve the Leadership Revised Job Description as presented. Trustee Marman asked if this was a full-time or part-time position. The job description states it is a full-time position. Motion carried unanimously.

## 20. Leadership – New Job Description

A motion was made by Trustee Marman, seconded by Trustee Stefan, to approve the Leadership New Job Description as presented. Trustee Marman's question had been previously answered during discussion of #4 above. Motion carried unanimously.

### **BUSINESS AFFAIRS – Fiscal Services**

#### 2. Approval of Contracts

A motion was made by Trustee Marman, seconded by Trustee Stefan, to approve the contracts as presented. Regarding Dr. Roberts' contract, Trustee Marman suggested Athletics and other users of Dr. Roberts' services be permitted to review the contract prior to signing. He indicated there have been issues. Dr. Ramirez has not heard of any problem and suggests those in Athletics and other users should make their concerns known. There was additional discussion and administration will look into this.

Trustee Broughton questioned the Datatel contract for retention alert. Dr. Ramirez explained this is a software package that helps administration and faculty interact when it appears students are in need of intervention academically.

Trustee Marman asked about Lion Transportation services in reference to the contract we have with Linn Lines. Wade Ellis, Director of Fiscal Services, explained that both Linn Lines and Cardiff had leased all of their buses for Coachella Fest. Trustee Marman thought the one who got the bid should have an obligation to fulfill their bid. Mr. Ellis said they could have but it would have cost more than going to the other tier directly.

Trustee Marman asked who pays for the student to attend the Riverside County Department of Mental Health Prevention and Early Intervention Conference. Dr. Ramirez explained this was a grant we received for the Active Minds Chapter, a national organization in higher ed. This is the College of the Desert Chapter, for which we received a grant. The grant covers the cost for the student to attend the conference. Motion carried unanimously.

### **B. BOARD OF TRUSTEES**

#### 1. National Military Appreciation Month

A motion was made by Trustee O'Neill, seconded by Trustee Stefan, to approve the proclamation as presented. Motion carried unanimously.

#### 2. Board Self-Evaluation

Trustee Broughton referenced the "E" section, which asks each member to list the 3-5 issues each member thought should be priority. She addressed the items she listed:



1. Continue to refine and review dashboard indicators as to student success and our college's effectiveness in fulfilling our mission. She feels we are well on the way to achieving this through our webpage, which is easy to navigate.
2. Continue to use the Bond funds prudently – keeping an eye on the educational master plan. She said the board receives regular reports and they are more and more tied with the education master plan.
3. Facilitate the work and participate appropriately in our accreditation self-study report. We are awaiting the Accrediting Commission's report and will respond appropriately.
4. Provide prudent fiscal leadership by supporting the CEO in balancing the on-going financial challenges. She said the Board had mandated the CEO to keep the college solvent and continue month by month to work our way through that morass.

Trustee Marman explained one of the reasons he's been asking for this is because when a self-evaluation is done, it's important to review it and discuss it. There are a variety of opinions shown and he feels it best to discuss why each thinks the way they do. He pointed out one question "what are the areas in which the Board could improve" and someone said "stop micromanaging". He felt it important that "if members know something and you pass it on and don't step out and tell someone how to cut the grass or teach a class, I think that's part of our job." Trustee Stefan said she wrote that because micromanaging is not the Board's job. The Board is to bring these items to the attention of the person they hired, the President. The Board should not be overseeing what goes on in a classroom. Trustee Hayden suggests bringing someone in to train "Boardsmanship". Trustee Marman said the League was brought in to train the Board when Dr. Sheehan was President.

He also referenced another comment in the same area: "Stop engaging in activities that are not sanctioned by the board and isolating other members and stop speaking for other board members" He asked who is doing this. He also thought that with some members scoring 5 and another scoring a 2 on the same question there should be discussion.

Trustee Broughton said there will always be differences in how each members perceives and scores the evaluation.

Trustee Stefan said when she scores herself in the classroom she never gives herself a perfect score as she does not think she's perfect at anything. She scored the board eval the same way; 3 is the average, with 5 being super-excellent, 2 meaning they can improve.

Trustee Marman feels there are some very unique and good things about this Board in the way he's seen them grow and do things together.

Trustee O'Neill suggested simplifying the evaluation with a pass/fail process. He is more concerned with the comments area of the evaluation. There have been many attempts for the board to schedule study sessions/retreats but they don't seem to happen.

Trustee Hayden said there had been a suggestion to have study sessions following a regular board meeting. Limit the reports, go through the agenda and then into an afternoon study session. Trustee Broughton thought the reports are important as they keep the Board current on

what is happening. Trustee O'Neill suggested eliminating the special reports but keep the faculty and union reports. Trustee Marman said there are different ways we look at things – there are things that come up that take over an agenda or become front burner. Some of the little things are what he concentrates on as they might be critical to faculty and can grow and cause problems later on if not handled right away. He doesn't worry about the budget – he has confidence the administration is handling it.

President Patton said some of the things that the administrators are concerned about are the real in-depth items the college needs to be addressing like the curriculum, student learning outcomes, student success. He would prefer to have spent the hour discussing student success; what are we doing that is not helping our students succeed, what tools could we provide our faculty, what are we not doing in Student Affairs? As we see our budget dollars declining it will be more and more difficult to provide those services to the students. We must ensure our academic programs are top quality, but they need support services we are unable to provide. These are critical to the college.

Trustee Hayden asked Trustee Marman if he could have sent his questions regarding agenda items in ahead of time and gotten answers prior to the meeting so all that time didn't have to be spent at the meeting. Trustee Marman said sometimes that can happen. Trustee Broughton values the questions asked but suggested sending the questions to the Board Administrative Assistant, who will gather the answers and send them to all the members. Trustee Marman agreed that works in most cases but there are still questions that will need to be asked at the meeting.

Trustee Broughton suggested focusing half of the study session on the big picture and let the other half fall where it may. Trustee O'Neill agreed. She also asked if there might be a way for those questions to be available to the public for anyone interested in getting additional information. Trustee Marman reminded everyone that the Board Chair and Vice Chair meet with the President and Vice President's prior to each Board meeting to go over each agenda item. Questions regarding the agenda are answered at that time.

Trustee Stefan thought the Board needed to have a Retreat – someplace to talk about where the college is going, what is the main priority. President Patton said it was difficult to find a retreat date when everyone was available. He suggested the Board discussing it and finding a date that worked for all.

It was agreed to hold a study session every other Board meeting. Questions about agenda items should be sent to the Board Admin to gather responses, which will then be forwarded to all members. A study session will be held after the regular Board meeting on June 16. Redistricting will be one of the topics.

By consensus of the Board no action was taken on this item. Discussion only.

### **C. PRESIDENT**

1. Ratify New Members and New Officers of the College of the Desert Foundation Board of Directors

A motion was made by Trustee Broughton, seconded by Trustee O'Neill, to ratify the new members and new officers of the College of the Desert Foundation as presented. Motion carried unanimously.

**D. BUSINESS AFFAIRS – Human Resources**

1. Classified – 45-Day Layoff Notice

A motion was made by Trustee Broughton, seconded by Trustee Marman, to approve the 45-day layoff notice as presented. Motion carried unanimously.

**E. BUSINESS AFFAIRS - Fiscal Services and Facilities Services**

1. Bid Award – Campus IT Infrastructure Project – Underground Utility Phase – Bid No. 41-281-7100-0221

A motion was made by Trustee Broughton, seconded by Trustee O'Neill, to approve the bid award as presented. Motion carried unanimously.

2. To Award Contract for Pre-Construction Management Services of the Monterey Entrance Project

A motion was made by Trustee Marman, seconded by Trustee O'Neill, to award the contract as presented. Motion carried unanimously.

3. To Award Contract for Services of the HILB Building Project

A motion was made by Trustee Stefan, seconded by Trustee O'Neill, to award the contract as presented. Motion carried unanimously.

4. Budget Transfers

A motion was made by Trustee Broughton, seconded by Trustee O'Neill, to approve the budget transfers as presented. Motion carried unanimously.

5. Accept Title to the Underdeveloped Real Property Located at the Northwest Corner of Indian Canyon Drive and Tramview Drive in Palm Springs, CA and Exercise Right to Exemption from Municipal Entitlements

A motion was made by Trustee O'Neill, seconded by Trustee Marman, to accept title to the underdeveloped real property as presented. Motion carried unanimously.

6. Designation of Off-Site Location

A motion was made by Trustee O'Neill, seconded by Trustee Stefan, to approve the designation of off-site location as presented. Starting in the fall College of the Desert will begin using Cathedral City High School for some classes until further notice. Motion carried unanimously.

7. To award contract for construction of the Classroom Building Project for Bid Package #17 for K.A.R. Construction, Inc.

A motion was made by Trustee Broughton, seconded by Trustee Stefan, to award the contract as presented. Motion carried unanimously.

**F. ACADEMIC AFFAIRS –Instruction**

1. Approval of the 2011-2012 College of the Desert Catalog

A motion was made by Trustee Broughton, seconded by Trustee Stefan, to approve the 2011-2012 catalog as presented. Motion carried unanimously.

2. Approval of Curriculum Modifications for 2010-11 Academic Year

A motion was made by Trustee Stefan, seconded by Trustee Broughton, to approve the curriculum modifications as presented. Motion carried unanimously.

**X. ITEMS OF INFORMATION**

1. Board Policy 7400: Travel

President Patton asked this be put on the agenda as there have been many discussions regarding this policy and would like the Board as a whole to decide how they'd like travel handled. Trustee Marman gave President Patton a map with a line drawn below Fresno to Nevada and included Las Vegas, Phoenix, Tucson and Southern California. He is suggesting any travel outside that area, with the exception of Sacramento, requires permission. He also suggested putting a restriction on all travel given the budget situation. Trustee Broughton suggested we had already done that by restricting travel to Faculty Development funds and grants. President Patton explained that the college looks at the conference and the value of the conference, not how many miles away it is. And unless there is a source of funds, there is no travel. Anyone traveling must bring back a report. Trustee Marman said he will accept that travel will be scrutinized by the administration and evaluate the need to go. President Patton said that the Faculty Development committee does validate the need for each travel request.

Trustee O'Neill asked if there was any responsibility of the Board to approve out-of-state/country travel. Dr. Deas explained the insurance needs indication a trip has been authorized but there is no requirement to bring any travel to the Board for approval. No one travels on behalf of College of the Desert without their supervisor's approval. Trustee O'Neill said the Board has to trust the processes already in place and the approval system are effective; otherwise

the Board is micro-managing. Trustee Marman said if the rest of the Board is satisfied with the existing policy, he will not bring it up again.

2. Board Meeting schedule for 2012 – discussion on Study Sessions

This discussion happened earlier in the meeting and it was agreed study sessions will take place every other month after the regular meeting.

**XI. SUGGESTIONS FOR FUTURE AGENDAS**

Trustee Broughton asked for a brief update on the Indio Campus and the septic at the Mecca Thermal Campus.

Trustee Marman would like to revisit the Board's goals and a report from Security on the locking doors issue.

**XII. BOARD COMMENTS**

Trustee O'Neill serves on the Health and Welfare Committee and reported that Robert Blizinski, Executive Director, Human Resources, is looking at a source to come in to assist those retirees turning 65 and moving to Medicare. The Committee will be meeting every 2 weeks through the summer to look at options for the medical programs re: open enrollment in September.

**XIII. CLOSED SESSION:**

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

12. Classified – Resignation

13. Approval of Tentative Agreements – DCCD & CSEA

14. Approval of Tentative Agreements – DCCD & CTA

15. Approval of Tentative Agreements – DCCD & CODAA

2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

Name of Case or specify whether disclosure would jeopardize service of process or existing settlement negotiations.

Civil Case No.: INC10001575

3. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

Specify number of potential cases.

4. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** President

**XIV. RECONVENE TO OPEN SESSION**

12. Classified – Resignation

A motion was made by Trustee Marman, seconded by Trustee Stefan to approve the resignation as presented. Motion carried unanimously.

13. Approval of Tentative Agreements – DCCD & CSEA

14. Approval of Tentative Agreements – DCCD & CTA

15. Approval of Tentative Agreements – DCCD & CODAA

A motion was made by Trustee O’Neill, seconded by Trustee Stefan to approve the tentative agreements as presented. Motion carried unanimously.

A motion was made by Trustee Broughton, seconded by Trustee Stefan to accept the terms of the lawsuit settlement agreement regarding Civil Case No: INC10001575. Motion carried unanimously.

**ADJOURN**

A motion was made by Trustee Broughton, seconded by Trustee O’Neill to adjourn. Meeting adjourned at 4:00 p.m.

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By: Michael O’Neill, Clerk

## CPC Summer Study Groups

The College Planning Council is hoping to get a head start on planning for the coming year to address the state's fiscal crisis of reducing the College of the Desert's budget by \$8.4 million for FY12-13. To do this, we are asking for study group(s) operating through the summer. None of the study groups will be making decisions, developing opinions or pre-conditioning of any aspect of analysis/study, but they will refine/develop templates of structure for think tanks and data/information needed for analysis that will be presented to the CPC in the fall so that the college can be ready to take action quickly to have recommended solutions to the President and Board of Trustees.

The study group(s) is/are open to any faculty, staff, and administrators who are available to meet over the summer. If you are interested, please contact Revae Reynolds.

Concurrently this summer, a College Goals and Assessment Processes Study Group will be an expanded version of the existing Assessment of Planning and Outcomes Subcommittee of the CPC. The charge of this group is to propose refinements to the college goals, objectives and KPIs for 2012-13 and to continue developing an annual assessment process for the college's planning process for Assessment of Planning Outcomes Subcommittee of the CPC. The Co-chairs of the Assessment of Planning Outcomes Subcommittee, Chris Nelson and Adrian Gonzales, will chair this study group.

**President Patton**  
Recommends to Board of Trustees



**Desert Community College**  
**District**  
**Board of Trustees**  
**FINAL DECISION**

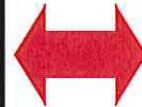
CPC Recommendations to President Patton

- 1- Continue
- 2- Continue with Qualifications
- 3- Discontinue

**DRAFT**

5/19/11

AB 1725 Established Recommending Body of College of the Desert  
**College Planning Council**  
Faculty – Students – Staff



Voice of the Faculty  
**Academic Senate**

**6 Think Tanks** Made Up of CPC Membership and Open to All Faculty and Staff  
Co-Chaired by Deans, Faculty and/or Staff



**Curricular Activities (Drives All Decisions)** \_\_\_\_\_ 1



**Tasks**

- Identify areas to study
- Determine what Information or data is required
- Analyze Data
- Share Information between Think Tanks
- Make recommendations to President Patton:
  - 1- Continue
  - 2- Continue with qualifications
  - 3- Discontinue

Co & Extra Curricular Activities _____ 2	Compensation Workforce Reductions _____ 3	Operations _____ 4	Revenue/ Student Fees _____ 5	Facilities, Infrastructure & Campuses _____ 6
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**Timeline**

- 1- Identify areas to study and gather data - August 1, 2011
- 2- Think Tanks begin meeting, refine areas to study continue gather and analyzing data - August 26, 2011
- 3- Drafts to full CPC – December 15, 2011
- 4- Final CPC Recommendations to President – March 1, 2012

**Parameters**

- COD Mission/Vision
- Legal/Regulatory
- COD Guiding Principles
- Impact to Community
- Impact to Bond Program

**Engaging the Entire Campus Community in the Revisioning of College of the Desert**  
ALL Are Encouraged To Participate



**DRAFT**

5-13-2011

## WHY

*The Board of Trustees has directed the President to take immediate action to maintain the fiscal solvency of College of the Desert*  
**Reduce \$8.4 Million for FY2012-2013**



## WHAT

*Reinventing College of the Desert (Re-visioning)*

- Curricular Activities (drives all others)
- Campuses, Facilities and Infrastructure
- Co & Extra-Curricular Activities
- Compensation/Workforce Reductions
- Operations
- Student Fees
- Revenue



## HOW & WHO

*Multiple work groups made up of faculty, staff, administration and students (ad hoc groups of the CPC) tasked to gather facts and make recommendations to President Patton*

- 1- Recommendation to Continue
- 2- Recommendation to Continue with Qualifications
- 3- Recommendation for Discontinuance

## **MISSION**

**CA. Community Colleges**  
**Transfer/Degree/Certificate**  
**Career/Technical Education**  
**Basic Skills**

## **PARAMETERS**

COD Mission/Vision  
Guiding Principles  
Board of Trustees Resolution #215  
Accreditation Standards  
FTES CAP + 2%-3%  
50% Law  
Education Code  
Title 5  
Full-time Faculty Obligation  
Mission of CA Community College  
Impact to Community  
Laws and Regulations  
Faculty/Student/Staff/Admin. Input  
Cost  
Impact to Bond Program  
Long Term Impact  
Use of Program Reviews/PRUs  
COD Strategic Education Master Plan  
Program Discontinuance Procedures



## WHEN

*Work Commences - 6/1/2011*

*Recommendations to President  
4/1/2012*

# Governor's May Revision to State Budget Projections

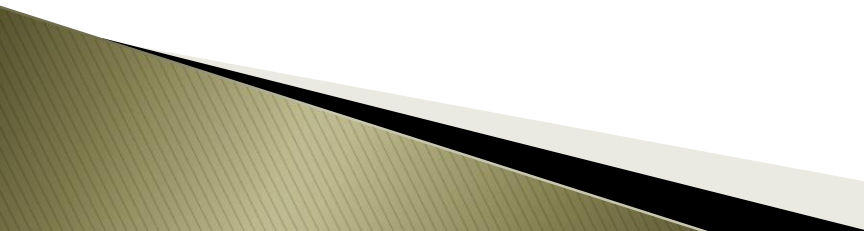
- How it relates to earlier State projections
- What it could mean for COD projections

# Tracking the State Budget Progress

(Billions)

Original projected deficit		\$26.6
Approved funding cuts and tuition increase		<u>\$14.0</u>
Amount sought from tax extensions		12.6
<u>Latest Adjustments:</u>		
Desired reserve	\$1.2	
Cuts rescinded	1.0	
Savings lost	0.6	
New costs	<u>2.0</u>	
		<u>4.8</u>
		\$17.4
<u>Less</u> unanticipated additional tax revenues	<u>6.6</u>	
Revised deficit		<u>\$10.8</u>

# Governor's May Revision

- ▶ Pay down debt
  - ▶ Eliminate 43 boards etc.
  - ▶ Realign responsibilities to local government
  - ▶ Extend current tax levels for sales tax and vehicle license fees
  - ▶ Extension of personal income tax surcharge delayed until 2012/13
- 

# Impact on Community Colleges

- ▶ \$350 million increase to Prop 98 funding (through additional tax revenues) applied to reducing funding deferrals (currently \$961 million)
- ▶ Any further increase to Prop 98 funding to be used to further reduce deferrals
- ▶ Property tax revenue bonus of \$57 million to be applied to State tuition shortfall
- ▶ No immediate change to census date basis for apportionment

# What if Tax Extension Does Not Pass?

- ▶ No reduction in funding deferrals
- ▶ Prop 98 suspended
- ▶ \$5 billion reduction in Prop 98 funding, \$580 million for community colleges
- ▶ OR increase tuition from \$36/unit to \$125/unit
- ▶ OR call for the “smoke and mirrors”

# Impact on COD Projections

- ▶ If tax extension DOES pass:
  - “best case scenario”
  - Funding cut of \$2,736,000 offset by increased tuition of \$749,000 for a net cut of \$1,987,000
  - Funding deferrals reduced from \$4,211,594 to \$2,677,715

# Impact on COD Projections

- ▶ If tax extension does NOT pass:
  - Slightly better than “mid case scenario”
  - Funding cut of \$4,077,569 offset by increased tuition of \$749,000 for a net cut of \$3,328,569
  - Slightly better amounts to \$166,431
  - No reduction in funding deferrals



# Speculations From Here On In

- ▶ Will tax extension pass?
- ▶ Will additional Prop 98 funds be applied to deferrals?
- ▶ Will Legislature suspend Prop 98?
- ▶ Will further funding cuts be offset by 247% increase to tuition to take it to \$125/unit?



**COLLEGE OF THE DESERT**

*Opening the Door...*

# **Measure B BOND**

*Opening the Door...*

## **Current Sequence of Projects on Palm Desert Campus**

**Cabinet & Board Presentation  
May 2011**



**Overview of Projects**

Completed Projects..... Page 3

**Projects in Design or Programming**

Communications Building..... Page 4-6  
 Visual Arts..... Page 7-9  
 Child Development..... Page 10  
 Career Tech. Education..... Page 10  
 Gymnasium..... Page 10,13-15  
 Tennis Courts..... Page 10,16,17  
 Monterey Entrance..... Page 10-12  
 Administration Building..... Page 10,18-20  
 Hilb Center..... Page 10,18-20  
 Liberal Arts..... Page 10,18-20



### COMPLETED PROJECTS

- Classroom Building (under construction)
- Cravens Student Services
- Nursing Building Renovation
- Alumni Centre
- Central Plant & Street Fair Restrooms
- Barker Nursing Complex
- Business Building Renovation
- Dining Facility Renovation
- PSA Parking & Magnesia Falls Entrances
- Public Safety Academy
- Weight Room / Training Room
- Golf / Soccer / Softball / Football Field Lighting
- South Annex
- Site Infrastructure





## PROJECTS IN DESIGN OR PROGRAMMING

- **Communications Building**





## PROJECTS IN DESIGN OR PROGRAMMING

- **Communications Building**





## PROJECTS IN DESIGN OR PROGRAMMING

- **Communications Building**





### PROJECTS IN DESIGN OR PROGRAMMING

- **Communications Building**
- **Visual Arts**







## PROJECTS IN DESIGN OR PROGRAMMING

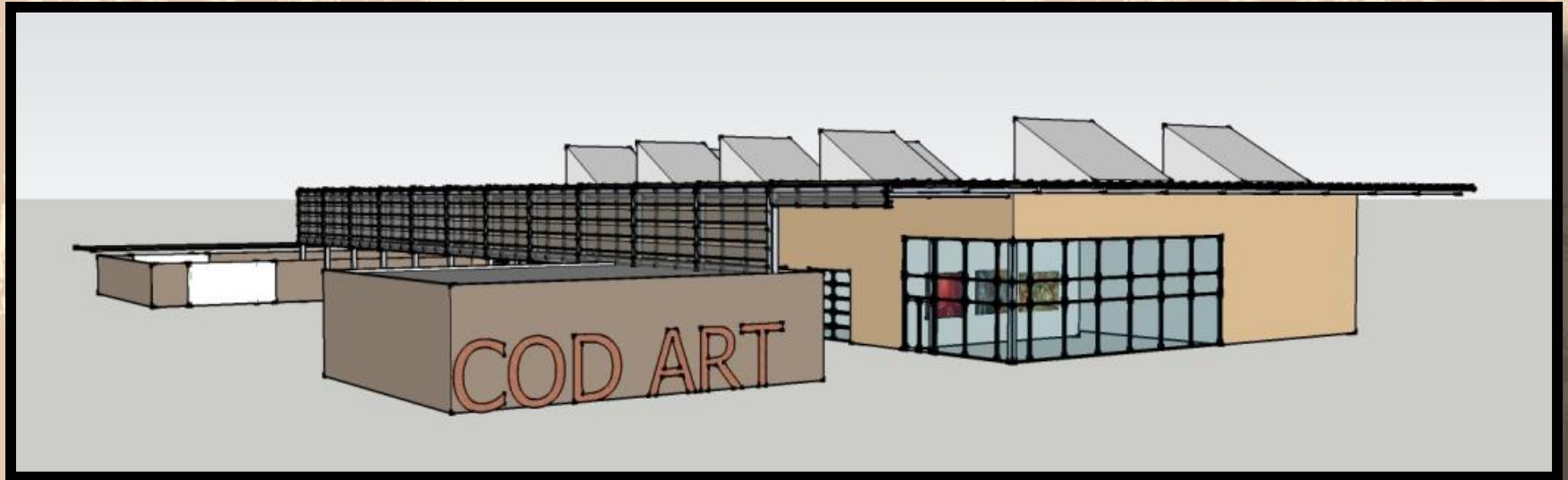
- **Communications Building**
- **Visual Arts**





## PROJECTS IN DESIGN OR PROGRAMMING

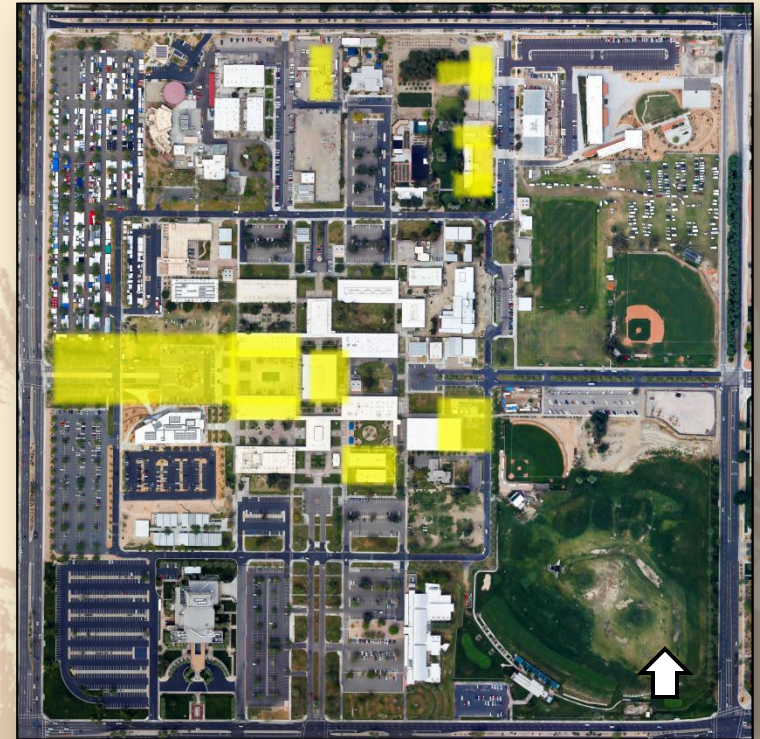
- **Communications Building**
- **Visual Arts**





### PROJECTS IN DESIGN OR PROGRAMMING

- **Communications Building**
- **Visual Arts**
- **Child Development Center**
- **Career Technical Education**
- **Gymnasium**
- **Tennis Courts**
- **Monterey Entrance**
- **Administration Building**
- **Hilb Center Renovation**
- **Liberal Arts**





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## Monterey Entrance





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## Monterey Entrance





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## New Gymnasium

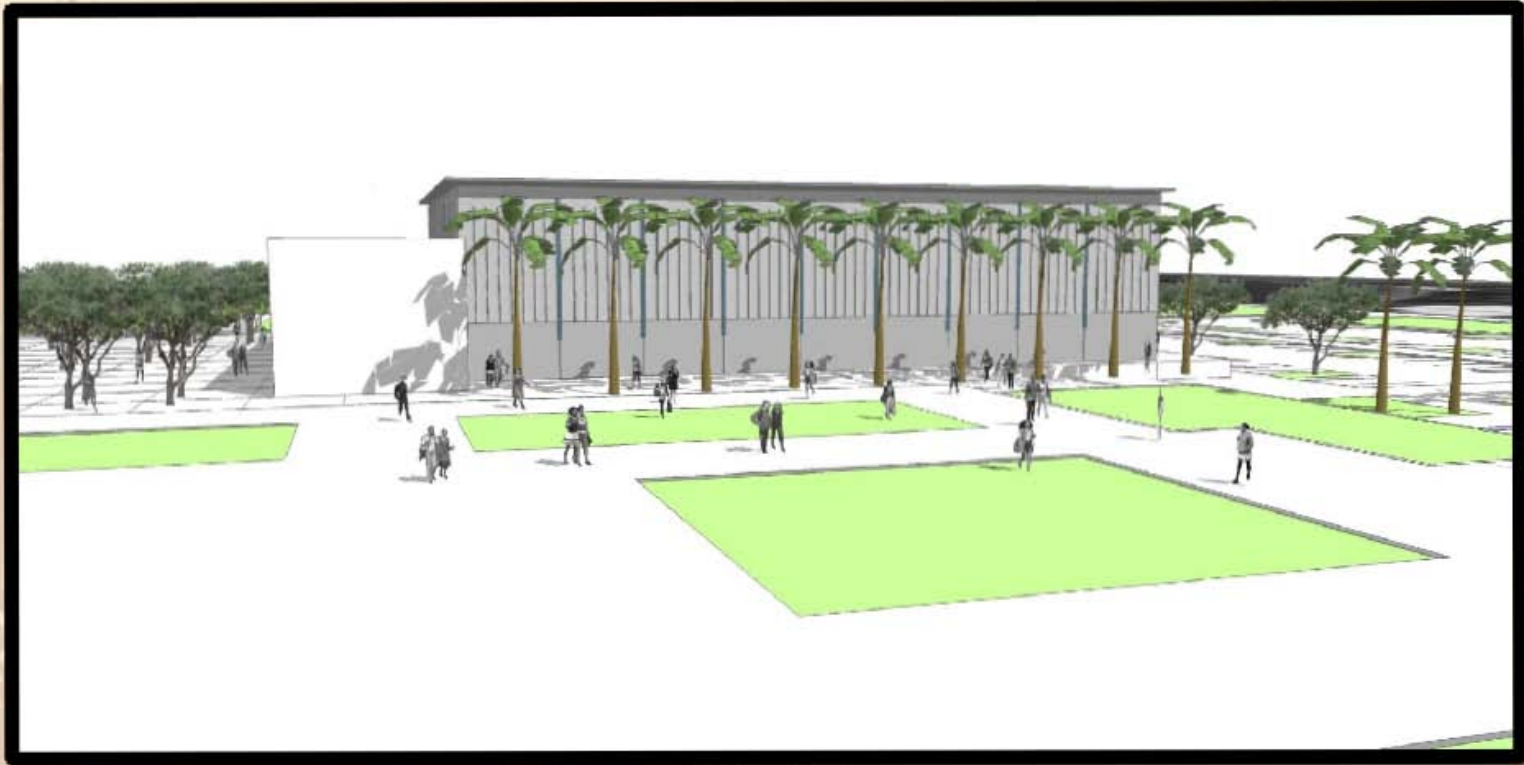




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## New Gymnasium





# COLLEGE OF THE DESERT

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## New Gymnasium





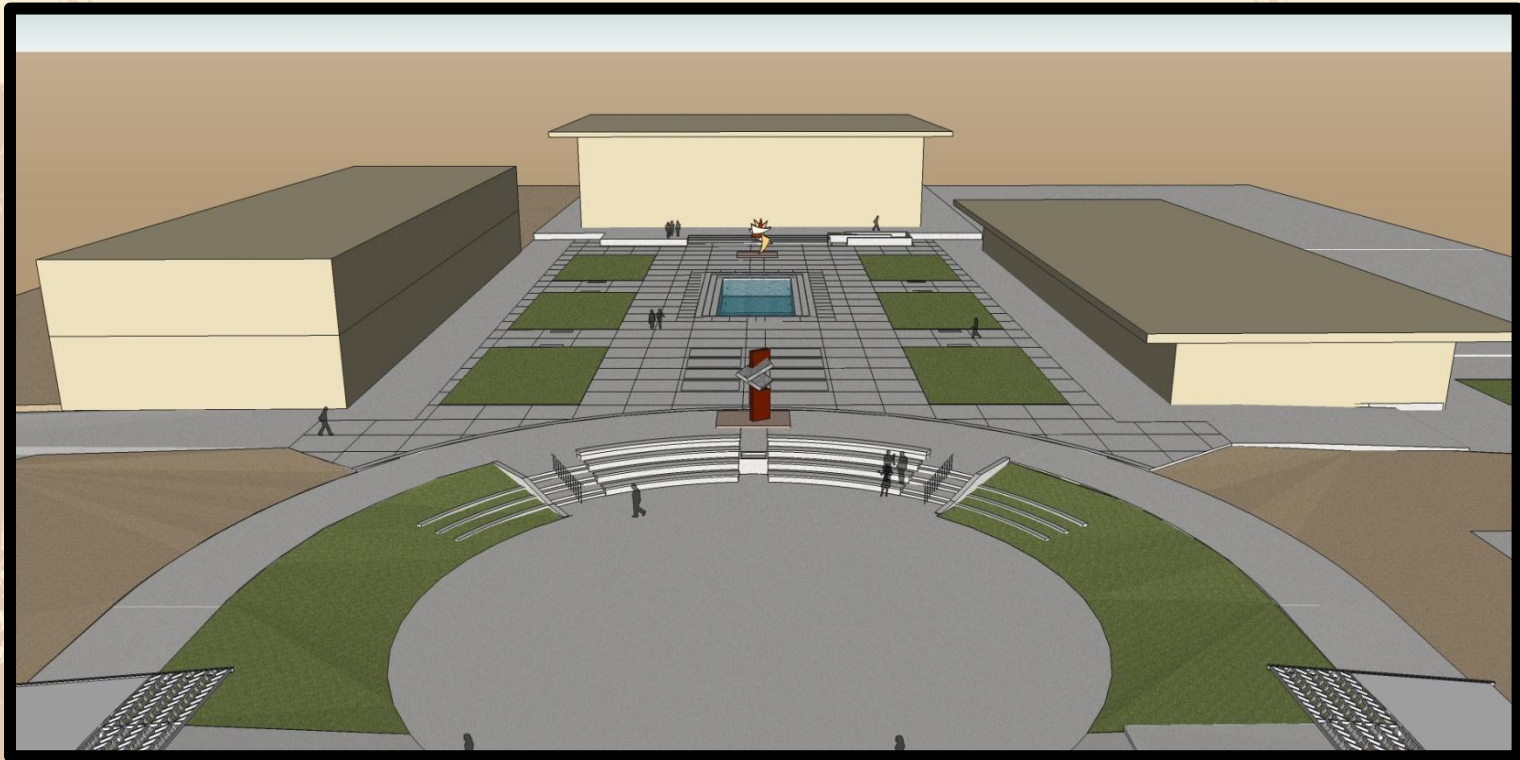






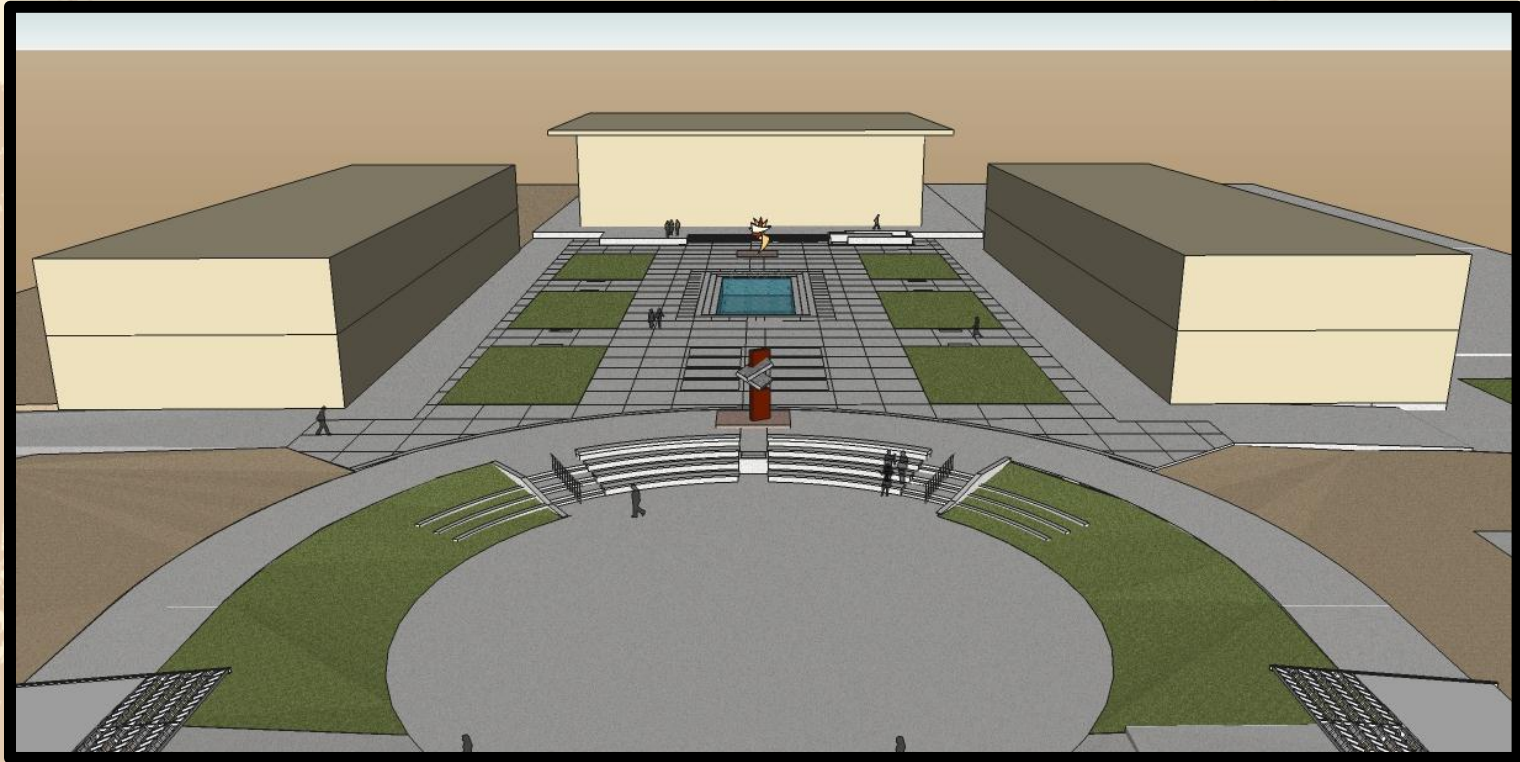


**2-Story Liberal Arts Building Massing**





### 2-Story Liberal Arts Building & Administration Building Massing





### COMPLETED PROJECTS

- Classroom Building (under construction)
- Cravens Student Services
- Nursing Building Renovation
- Alumni Centre
- Central Plant & Street Fair Restrooms
- Barker Nursing Complex
- Business Building Renovation
- Dining Facility Renovation
- PSA Parking & Magnesia Falls Entrances
- Public Safety Academy
- Weight Room / Training Room
- Golf / Soccer / Softball / Football Field Lighting
- South Annex
- Site Infrastructure

### PROJECTS IN DESIGN OR PROGRAMMING

- Communications Building
- Visual Arts
- Child Development Center
- Career Technical Education
- Gymnasium
- Tennis Courts
- Monterey Entrance
- Administration Building
- Hilb Center Renovation
- Liberal Arts





# Measure B **BOND**

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*Opening the Door . . .*

*Report to the*

**Board of Trustees**

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**Capital Project Update**

**April 15, 2011**



### PROJECT STATUS REPORT

- |                        |   |
|------------------------|---|
| • Address              | 43-500 Monterey Ave.<br>Palm Desert, CA 92260 |
| • Project Manager      | Jerry McCaughey<br>EIS Professionals          |
| • Architect            | Steinberg Architects<br>Los Angeles, CA       |
| • Construction Manager | Bernards<br>San Fernando, CA                  |



### Project Update

- Steel fabricators and erectors continue steel work
- Exterior panel fabrication nearing completion
- Multiple trades begin electrical, mechanical and plumbing work

### Sustainable Features

- Heating and Cooling via central hydronics system
- Water - conserving landscape
- Architectural environmental control systems via built - in architectural sun shading devices, north facing fenestration
- Energy generation via photovoltaic system
- Building automation controls to optimize mechanical system and energy usage
- Will be minimum Silver LEED certified





### PROJECT STATUS REPORT

• Address	43-500 Monterey Ave. Palm Desert, CA 92260
• Project Manager	Trenton Carr EIS Professionals
• Architect	tBP Architecture Newport Beach, CA
• Construction Manager	Pro West Constructors Wildomar, CA 92595



### Project Update

- Project nearing completion of Division of State Architect review
- Audio visual, networks as well as furniture, fixtures and equipment design in review

### Fast Facts

- Project Square Footage ..... 35,500 sq. ft.
- Funding Source ..... Measure B
- Estimated Construction Start ..... Fall 2011
- Estimated Project Occupancy ..... Spring 2013

### Sustainable Features

- Will be minimum Silver LEED certified
- Building automation controls to optimize mechanical system
- Water – conserving landscape
- Heating and cooling via central hydronics system



### PROJECT STATUS REPORT

• Address	45-500 Oasis St. Indio, CA 92201
• Project Manager	Pamela Pence & Gregg Capper EIS Professionals
• Architect	GKK works Irvine, CA
• Construction Manager	GKK works Irvine, CA



### Project Update

- Design Development phase of work nearing completion
- Project team preparing to begin Construction Document phase of work

### Fast Facts

- Project Square Footage ..... 40,000 sq. ft.
- Funding Source ..... Measure B
- Estimated Construction Start ..... Spring 2012
- Estimated Project Occupancy ..... Summer 2013

### Sustainable Features

- Will be minimum Silver LEED certified
- Architectural environmental control features
- Public transportation



### PROJECT STATUS REPORT

• Address	North Indian Canyon Drive Palm Springs, CA 92262
• Project Manager	EIS Professionals Trenton Carr
• Architect	HGA Architects Santa Monica, CA
• Construction Manager	Sundt Construction San Diego, CA

### Project Update

- Coordination continues with City of Palm Springs and Desert Water Agency
- Discussion scheduled with Loma Linda University
- Programming and preliminary design continue

### Fast Facts

- Funding Source . . . . . Measure B
- Estimated Construction Start . . . . . 2012
- Estimated Project Occupancy . . . . . 2014

### Sustainable Features

- Will be minimum Gold LEED certified
- Public Transportation
- Solar Energy
- Sustainable Site





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## PROJECT REVENUE BUDGET

<u>SOURCE</u>	<u>REVENUE BUDGET</u>
Measure B Bond Issues	\$346,500,000
Refinancing	7,500,000
Interest	30,000,000
State Co-Funding	30,000,000
Redevelopment Funding	<u>25,000,000</u>
<b>TOTAL:</b>	<b><u>\$439,000,000</u></b>



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## FUTURE PROJECTS & SUMMARY

### PROJECT ALLOCATION BUDGET

SUMMARY OF PROJECTS	Committed Project Budget	Expenditures to Date	Balance
Completed Projects	\$63,017,257	\$63,017,257	\$0
Current Projects	\$265,090,063	\$89,405,988	\$175,684,075
Future Projects	\$72,854,264	\$0	\$72,854,264
Contingency	\$12,183,780	\$0	\$12,183,780
Central Contracted Management Fees	\$20,848,778	\$13,810,732	\$7,038,046
<b>TOTAL</b>	<b>\$433,994,142</b>	<b>\$166,233,977</b>	<b>\$267,760,165</b>



# COLLEGE OF THE DESERT

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## TOTAL ACTUAL REDEVELOPMENT FUNDING

<b>School</b>	<b>City</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>Partial 2010-11</b>
601	Cathedral City	913,513.19	1,062,047.46	1,132,859.25	915,071.00	414,797.89
602	Coachella	-	-	40,952.87	70,320.61	19,127.00
603	Desert Hot Springs	(8,136.42)	129,391.44	269,109.14	6,370.06)	34,197.31
604	Indian Wells	698,270.00	760,456.00	835,223.00	730,865.00	-
605	Indio	-	-	315,330.85	89,976.92	62,229.84
606	La Quinta	1,009,205.40	1,916,853.54	1,945,338.58	1,718,287.64	-
607	Palm Desert	1,231,296.71	1,424,673.24	1,434,043.23	1,352,427.33	14,219.60
608	Palm Springs	293,622.90	328,260.47	357,549.00	302,405.60	96,810.04
609	Rancho Mirage	1,029,050.32	1,008,617.08	853,717.60	930,166.13	-
610	Riverside County	441,038.23	508,783.87	989,725.17	834,069.95	252,152.70
611	1000 Palms	14,055.88	9,655.30	15,724.35	13,035.97	-
		<u>5,621,916.21</u>	<u>7,148,738.40</u>	<u>8,189,573.04</u>	<u>6,950,256.09</u>	<u>893,534.38</u>

**Negative numbers are a result of overestimating a receivable at June 30th**



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## USE OF REDEVELOPMENT FUNDS IN ADDITION TO THE \$25 MILLION CONTRIBUTION TO THE BOND PROGRAM

	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>Partial 2010-11</b>
Expenditures	1,788,008.13	1,256,881.16	3,305,935.32	2,274,250.00	854,721.14

Expenditures out of RDA Funds include items listed below:

Salaries: Edwin Deas 10%; Steve Renew 50%; Kevin Snyder 100%; Elaine Snyder 35%;  
Raul Yepiz 100%

Building Maintenance & Repairs; Maintenance/Operations of Plant; Match for State Funded Projects; Planning/Policy Making; Library Maintenance & Repairs; Utilities Improvements; District Well Costs; Central Plant; Site Improvements; Driving Range Improvements; Infrastructure Telecommunications



## ***Bond Management Processes***

### **Planning**

**Education Plan, Facilities Plan, 5 year Chancellor's Office Plan, Sustainability Performance Targets, Cashflow Projections**

### **Management and Accountability; Programming through Construction**

**Bond Management Responsibilities Matrix; 20 categories, 98 elements defining responsibilities and cross checks.**

**Annual Financial and Performance Audit**

### **Staffing, Professional Agreements, Construction Managers**

**Short term specific, Request for Qualifications, Request for Proposals**

### **Award Of Contracts Per Public Code**

**Lowest Qualified Bid; Certifications; Bonds; Labor Compliance**

### **Sustainability Guidelines; Cost/Benefit Analysis**

**Performance Targets, LEED, Lifecycle Analysis**

### **Continual Reporting to BOT, COC, Public via Webpage**



## **ESLN**

12 sections ready to add 3 additional sections

PD, Mecca/Thermal and EVC

Fee of \$108 per class section which is equivalent to a 3 unit 54 hour class

Registration, placement and assessment will be seamless to students

Based upon demand we can grow this program without any consideration of our FTES cap and general fund challenges

Faculty have been deeply involved every step of the way

Department Chair Ty Thomas, Renate Senters and Fred Vescial are to be commended for all of their extra efforts

This process has also forced us to look deeper into how we deliver instruction. With that said we believe we can significantly increase our WIA funding.

Allow for 12-15 sections of additional adjunct work.

## **Reorganization Update**

Faculty in the school that was affected by this reorganization were deeply involved in this process. I met with all 6 Leads and presented them four reorganization options that first and foremost attempted to realign disciplines by sound pedagogical principles.

The interim leads were not support of any of these four options. At that same meeting through some very thoughtful discussion the interim leads presented a fifth option. I thought this too was a very sound option.

Leads took this option back to their faculty for discussion. All 6 leads sent me emails indicating they met and discussed these options with their faculty and all 6 leads selected this option.

I presented this option to President Patton and Jerry supported the Leads recommendation.