

**COMMUNITY COLLEGE DISTRICT
REGULAR BOARD MEETING
43500 MONTEREY AVE.
PALM DESERT, CA 92260
THURSDAY, JULY 17, 2014
MINUTES**

- I. Chair Broughton called the meeting to order at 9:32 a.m. and asked Trustee O'Neill to lead the pledge of allegiance.

Chair Broughton read the board policy relative to regular meetings of the board and teleconferencing. Trustee Mary Jane is present via teleconference.

President Kinnamon called the roll:

Present: Trustee Becky Broughton
Trustee Michael O'Neill
Trustee Mary Jane Sanchez-Fulton (via teleconference for open session only)
Trustee Aurora Wilson
Student Trustee Eleanor Campbell (joined the meeting at 10:30)

Not Present: Trustee Bonnie Stefan

Recorder: Lee Ann Weaver

II. CONFIRMATION OF AGENDA:

There is a correction to Consent Human Resources item two. The two faculty positions listed are restricted grant-funded positions.

There is an item that came to the attention of the agency after the agenda was posted. This item must be dealt with at today's meeting. Consent Administrative Services item number eleven (11): Assignment Agreement Between Desert Community College district and California Geotechnical Inspections & Testing, Inc. and Southern California Soils & Testing, Inc.

Motion by Michael O'Neill, second by Aurora Wilson, to approve the amended agenda.

Discussion: No additional discussion

Roll Call Vote

Yes: Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan, Student Trustee Eleanor Campbell
Abstain: None

Motion carried unanimously.

III. 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: Mr. Stan Dupree

IV. OPEN SESSION

No reportable action taken in closed session.

V. PUBLIC COMMENTS:

There were no requests to address the Board of Trustees.

VI. MINUTES

There were no corrections to the minutes of June 19, 2014 and they stand approved.

VII. REPORTS

- A. ASCOD: The ASCOD president was not present.
- B. C.S.E.A.: Mary Lisi was present and gave a brief report.
- C. COLLEGE OF THE DESERT FOUNDATION: Jim Hummer was present and gave a brief report.
- D. ACADEMIC SENATE: Douglas Redman was not present but sent his report via email.
- E. C.O.D.F.A.: Denise Diamond was not present.
- F. C.O.D.A.A: David Bashore was not present.
- G. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Jim DeBoom, Interim Executive Director, was present and gave a brief report
- H. GOVERNING BOARD

Trustee O'Neill distributed the financial report from the Foundation to the members. He asked the members to note the information regarding the brainstorming session. The Foundation reviewed and critiqued what went well this past year and what did not.

Trustee Wilson continues to attend community events and meetings to talk about College of the Desert. She attended the ASCOD luncheon and met the new officers. She reported she helped set up a meeting with San Jose Community Center, which helps students study and stay on track so they can eventually come to College of the Desert.

As a result of federal transportation dollars that came to CVAG in a call for projects to public agencies. There were two major projects recommended for funding. Transportation continues to be an obstacle for many in the eastern Coachella Valley. One recommendation is for a Coachella Valley vanpool pilot program with 70 van pools. SunLine is the lead agency and this project will provide for a three-year start up and the vanpools will be subsidized for a year to build a market for these services. It will initially address the rural areas in eastern Coachella Valley and Imperial County and then expand to offer other opportunities to target students in the hospitality, health and government workers.

The second is for a new bus service line directly linking the cities of Desert Hot Springs and Palm Desert. It will operate weekdays for three years to test the service and SunLine's survey of ridership states that 74% of new ridership generated would come from previous single occupant vehicle trips. This means both congestion and emissions will be reduced, and it will reduce trip time by more than half.

Student Trustee Campbell attended a town hall hosted by Assembly Member Brian Nestande. The focus of the town hall was the future of career technical education in public schools. Many community leaders, as well as College of the Desert professors were present and discussed how we can incorporate technical careers in public schools curriculum. She looks forward to the collaboration. She also attended the ASCOD inauguration and she thanked the college leaders that attended. She attended a focus group to improve the experience of navigating through the COD website. She will attend a workshop in August for new student trustees.

Trustee Sanchez-Fulton attended the following:

- ASCOD luncheon
- Desert Hot Springs Chamber Star Awards
- Desert Hot Springs oversight board meeting
- Town Hall hosted by Assembly Member Brian Nestande

She will host another college-readiness Town Hall on July 24 at the Family Resource Center. She was also a part of a resource fair in Sky Valley.

Trustee Broughton spent time meeting with community members to see the needs of the east valley. She and Dr. Kinnamon met with someone that has worked within the Coachella Valley Unified School District, as well as a College of the Desert alumni, and is a supporter of steering students to this college. She helped us see, from both the student and the administrator perspective what it is that our student's needs. Not all of these students are coming directly from high school and we must be sure we reach out to everyone.

She had a long discussion with a student who asked about what classes were available. The students' difficulties were in not being able to attend in spring and then had difficulty getting those same classes in the fall. Executive Vice President Student Success and Student Learning is aware of the difficulties and is working to address them.

She attended a meeting with the members of the San Jose Community Center and thanked Trustee Wilson for setting up this meeting. The students there are from the reservation and were working on their lessons and recovering their credits so they could continue finishing high school. She attended the July 4 fireworks celebration. She had her meeting with Imperial Irrigation District and there was discussion about their, as well as other power companies, aging workforce. They are partnering with local high schools to integrate introduction to electricity classes. Through College of the Desert and Imperial Valley College their hope is to offer apprenticeships.

On behalf of the Board and the college she offered condolences to the family of the young man the college community lost.

I. SUPERINTENDENT/PRESIDENT

President Kinnamon asked to postpone his report until later as he is awaiting information. The Board Chair agreed.

VIII. 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. Approval of Board Member Travel

B. HUMAN RESOURCES

1. Employment Group C Appointments
2. Employment Group A Appointments
3. Resignations
4. Change in Assignment
5. Extension of Assignment

C. ADMINISTRATIVE SERVICES

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Payroll #12
4. Gifts/Donations to the District
5. Out-of-State Travel

6. ~~Budget Transfers~~ *Pulled for discussion*
7. Change Orders – Measure B Bond Projects
8. Notice of Completion
9. Approval of Contracts/Agreements and Amendments
10. 2014-2015 Tentative Budget, Funds 33 & 41
11. ~~Assignment Agreement Between Desert Community College District and California Geotechnical Inspections & Testing, Inc. and Southern California Soils & Testing, Inc.~~ *Pulled for discussion*

Chair Broughton reminded the members there was a correction to Human Resources item two, Group A Appointments – the two faculty positions are restricted funding. An item was also added to Administrative Services – item eleven (11).

Motion by Trustee O’Neill, second by Student Trustee Campbell, to approve the consent agenda as presented.

Discussion: Chair Broughton pulled Administrative Services #11 and Trustee O’Neill pulled Administrative Services #6.

Trustee O’Neill also thanked the City of Palm Springs for their donation of two police cars to our Public Safety Academy.

Roll Call Vote

- Yes: Trustee Campbell, Becky Broughton, Michael O’Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
- No: None
- Absent: Bonnie Stefan
- Abstain: None

Motion carried unanimously.

ITEMS PULLED FOR FURTHER DISCUSSION

ADMINISTRATIVE SERVICES

6. Budget Transfers

Motion by Trustee O’Neill, second by Trustee Wilson, to approve the purchase orders and contracts for supplies, services and construction as presented.

Discussion: Trustee O’Neill had previously received clarification on this item, but wanted the general public to know about it as well. Under Combined general fund 10 we decreased and increased the line item by the same amount. Vice President Administrative Services Lisa Howell explained this is a manual report and the information must be extracted. This item moved from one object code to another, but still within the same area. Normally this type of transfer would not be reported to the board and should have been cleared from the report.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

11. Assignment Agreement between Desert Community College District and California Geotechnical Inspections & Testing, Inc. and Southern California Soils & Testing, Inc.

Motion by Trustee Broughton, second by Trustee Wilson, to approve the assignment agreement as presented.

Discussion: VP Howell explained this was a change in a company name. A company was acquired and has a new name. We are required to amend the contract for Board approval.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

X. ACTION AGENDA

A. BOARD OF TRUSTEES

1. Resolution #071714-1 Excuse Board Member Absence

Motion by Trustee O'Neill, second by Trustee Wilson, to approve the resolution as presented.

Discussion: None.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

2. 2015 Board of Trustees Meeting Dates – Second Reading

Motion by Trustee O’Neill, second by Trustee Wilson, to approve the 2015 Board of Trustees meeting dates as presented.

Discussion: Chair Broughton brought attention to the February date having been changed. There were no objections from the members to change that date as noted.

Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O’Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

INTRODUCTION OF NEW FULL TIME STAFF

Human Resources Executive Director Stan Dupree introduced Mr. Anthony Stretetz, who joins the team as the Interim Director of Maintenance and Operations.

B. ADMINISTRATIVE SERVICES

1. Resolution #071714-2 Authorized Signatures

Motion by Student Trustee Campbell, second by Trustee O’Neill, to approve the resolution as presented.

Discussion: None.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O’Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

2. Certification of Signatures

Motion by Trustee O’Neill, second by Trustee Wilson, to approve the certification of signatures as presented.

Discussion: None.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

C. STUDENT SUCCESS AND STUDENT LEARNING

1. Approval of the 2014-15 College of the Desert Catalog

Motion by Student Trustee Campbell, second by Trustee O'Neill, to approve the 2014-2015 catalog as presented.

Discussion: Trustee Sanchez-Fulton thanked the faculty and staff that put this beautiful catalog together. Chair Broughton commented the Board is consulted prior to the printing for any input they might have. She asked that, as board members, if something is noted please bring it to the attention of the President's Office. Trustee O'Neill agreed it is much more user friendly and appears to be smaller, which is good. Trustee Wilson suggested the Alert U information be added to the next catalog.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

2. Approval of 2014-2015 Recruitment Plan for the International Education Program (IEP)

Motion by Trustee O'Neill, second by Trustee Wilson, to approve the 2014-2015 recruitment plan as presented.

Discussion: Executive Vice President Anna Davies introEVP introduced Christina Delgado, who reviewed a Power Point with the members and answered questions.

Ms. Davies thanked Ms. Delgado and commented she is very impressed with Christina's leadership in this program.

Roll Call Vote

Yes: Student Trustee Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Aurora Wilson
No: None
Absent: Bonnie Stefan
Abstain: None

Motion carried unanimously.

XI. CLOSED SESSION cont'd

2. **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**
Section 54956.9 (d)(2/3/4) Specify number of potential cases: 6

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

Agency Negotiator or Designee: Dr. Joel Kinnamon

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

XII. OPEN SESSION (1:45)

In closed session a motion was made by Michael O'Neill, seconded by Aurora Wilson, to direct the Superintendent/President to provide a public update of the College of the Desert MIS/FTES issue.

Motion carried with three members voting in favor and no members voting against. Motion carried unanimously.

In closed session a motion was made by Michael O'Neill, second by Aurora Wilson, to authorize President Kinnamon to enter into an employment agreement to appoint Sherry Jones as the Interim Dean, School of Communications and Humanities effective July 21, 2014 and ending December 31, 2014 or until filled.

Motion carried with three members voting in favor and no members voting against. Motion carried unanimously.

XIII. STUDY SESSION

1. International program (presented prior to closed session)
2. Organizational Structure

Dr. Kinnamon updated the members on the organizational changes at the college. He reported the college was very successful in recruiting seven (7) outstanding faculty members. We also have faculty that are taking on additional duties:

- Gary Bergstrom will be working as our high school programs coordinator
- Veronica Daut will be our Transfer Center coordinator
- Maria Jasso our Articulation Coordinator
- Lee Ann Weaver has accepted a position working for the Executive Director of Human Resources
- Amanda Phillips has accepted the position of Director of Counseling
- Curt Luttrell has accepted the position of Director of Admissions and Records

He thanked Zerryl Becker and Carol Lasquade for serving as interim deans. We had advertised these positions and identified finalists, but unfortunately both finalists declined. Individual staff members have agreed to be available for certain areas until fall, at which time we will move forward with recruiting.

Chaffey College recruited one of our Deans, which created an opening in Communications. Our Executive Vice President Anna Davies has met with many faculty and staff in that area for feedback on how to move forward. A colleague from Palo Verde has been serving as the Vice President of Student Affairs for several years and he introduced Sherry Jones, who has been appointed as the Interim Dean of Communications and Humanities here at the college. Ms. Jones addressed the Board and expressed her excitement about this opportunity. She is a College of the Desert graduate and is thrilled to be here. Sherry will begin working with us on Monday.

Dr. Kinnamon discussed the MIS/FTES issue. At the last meeting the budget was presented and we reported the auditors asked us not to reserve the \$1.7 million dollars which was to be paid to the state. Ms. Howell clarified there was an amount known and published and was an audit exception if we did not book the liability. When you book a liability you recognize an expense and reserve the money as a payable. Because this has been going on so long and the amount is uncertain, the auditors asked us to reverse the booking of the liability. We have reserved that money in our fund balance as an assignment and it will remain as a reserve until the matter is resolved.

Dr. Kinnamon also reported we continue to have dialog with the Chancellor's office, with Dr. Jim Buysse's assistance.

Dr. Kinnamon had a conversation with the investigator with the Riverside County D.A's office, Dan Stack. Mr. Stack was assigned to the college on the FTES matter. Originally there were many allegations and concerns indicating it could be a criminal matter. Mr. Stack investigated and interviewed many people. The results of that investigation found that the past president and staff associated with this matter had not done anything criminal. Now we will focus on the FTES portion of it with the Chancellor's Office.

XIV. INFORMATION

Chair Broughton asked the Board's assistant to include Trustee Sanchez-Fulton's email request to teleconference with the minutes for this meeting. They will be attached to the minutes once the minutes are posted.

1. Board Development Dates

Dr. Kinnamon reported we are considering August 20 or 21st. Dr. Ed Valeau has held these dates for the Board Development meeting. The Members agreed that August 20 is the best date for all of them. We will go ahead with the planning on that date. Dr. Stefan will be notified.

XV. ADJOURN

There were no objections to adjourning the meeting. Meeting adjourned at 2:00 p.m.

By: Mary Jane Sanchez-Fulton, Clerk