

**DESERT COMMUNITY COLLEGE DISTRICT
REGULAR BOARD MEETING
PALM DESERT CAMPUS – CRAVENS MULTI-PURPOSE ROOM
FRIDAY, AUGUST 17, 2012
MINUTES**

- I. Chair O'Neill called the meeting to order at 9:00 and asked Trustee Marman to lead the pledge of allegiance.

President Kinnamon called the roll:

Present: Becky Broughton
 John Marman
 Michael O'Neill
 Bonnie Stefan - arrived at 9:26

Not Present: Charles Hayden (not excused)
 Andrew Campbell (Student Trustee Campbell is not permitted to attend closed session and will join the meeting for open session.)

II. CONFIRMATION OF AGENDA:

The following item came to the attention of the members after the agenda was posted: Board of Trustees Action item #4: Changes to time/location of September West Valley Board of Trustees meeting.

The following item was not listed on the summary pages when the agenda was posted but the detailed item was posted: Superintendent/President Action item #3: Approval of an Independent Investigator for Football Program.

Motion by John Marman, second by Becky Broughton, to approve the agenda of the August 17, 2012 meeting with the changes noted.

Discussion: None

Vote

Yes: Becky Broughton, John Marman, Michael O'Neill
No: None
Absent: Charles Hayden, Andrew Campbell, Bonnie Stefan
Abstain: None

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: Stan Dupree

IV. OPEN SESSION

Closed Session report:

Motion by Becky Broughton, second by Michael O'Neill, to pull Human Resources, Action item #2: 45-day layoff notice.

Discussion: None

Vote

Yes: Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden, Andrew Campbell
Abstain: None

Chair Stefan announced the additions to the agenda.

V. PUBLIC COMMENTS :

There were no requests to address the board.

VI. MINUTES

There were no corrections to the minutes of the regular meeting of July 19, 2012 and they stand approved.

VII. REPORTS

- A. ASCOD: John Arroyo, ASCOD President, was present and gave a brief report. He also read the Proclamation for National Hispanic Heritage month.
- B. C.O.D.A.A.: Catherine Levitt, CODAA Secretary, was present and gave a brief report. The full report will be included with the minutes.
- C. CSEA - Lauro Jimenez was present and read his report, which will be included with the minutes.
- D. COLLEGE OF THE DESERT FOUNDATION: Jim Hummer, Foundation Executive Director, was not present.
- E. ACADEMIC SENATE: Zerryl Becker, Senate President, was present and gave a brief report. The full report will be included with the minutes.

F. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Gene Marchu, Alumni Association Executive Director, was not able to attend but had submitted a written report, which will be included with the minutes.

G. FACULTY ASSOCIATION: Gary Bergstrom was present and read his report, which will be included with the minutes.

H. GOVERNING BOARD

Becky Broughton reported:

- She is excited the new school year is about to start. Her niece Karlie started school yesterday and she can see more and more how our high school students are tying in and having a direct experience that is ready to translate to their college experience. Karlie's classes are eCollege or Blackboard-type classes. She can download her textbooks to her Kindle or an iPad. It will make for a very fluid transition for her from this to college. It is a great opportunity for College of the Desert to reach out to make students more successful because they will not have to spend that time getting adjusted.
- Thanked Dr. Deas for letting her know the Mecca Thermal Campus septic tank project was approved. She reported the Indio City Council is very excited about the Indio/EVC Project and are moving forward on the infrastructure changes that need to be made in order for it to be ready when we are ready to begin.
- Had meeting with Chair Stefan to work on board policy; she met with Dr. Kinnamon several times and thanked him for all his hard work. She feels he has hit the ground running and guiding us down the path to a successful future.
- looking forward to FLEX and the Welcome Back event for TRIO on Monday at the Mecca Thermal Campus

John Marman reported:

- He submitted a written report, which will be included with the minutes.
- He is working on 2 projects
 - the 911 ceremony with Sister Cities. This is the fifth year and it will be unique this year and more like a Bob Hope show. The fire and police throughout the valley are heavily involved, as well as our cadets.
 - also working on the program with the fire department and Desert Sands School District. It is the twentieth anniversary of the Fire Safety Program for third graders.

Michael O'Neill reported:

- He attended the CVEP reception for Dr. Kinnamon. There were many civic leaders present and Supervisor Benoit spoke. He thought it a very positive event, especially in terms of what COD means to the community.
- He looks forward to attending the TRIO Welcome Back and some FLEX events.

- He also met with Dr. Kinnamon several times and agrees with Trustee Broughton we have a new direction and are moving forward in a positive way.

Andrew Campbell reported:

- He attended the Student Trustee workshop and thanked the board for allowing him to attend.
- He attended the welcome for Dr. Kinnamon and the committee meeting for ASCOD's welcome week.
- He has posted his hours for the fall, which will consist of 1 hour a day each day.
- He has also created a Facebook page for student trustee to enable students to reach him.

Bonnie Stefan reported:

- She met with the Student Trustee and Dr. Deas.
- She attended the Board agenda meeting and also met with Dr. Kinnamon.
- She would like to continue to have an observer for the Bond Committee and asked Michael O'Neill to be that person.
- She asked Michael O'Neill and Becky Broughton to be on the new Board Room oversight committee.
- She attended the CVEP reception for Dr. Kinnamon.
- She commented she has been trained in interest-based bargaining and looks forward to additional training.
- She would like everyone to keep all reports to 3 minutes or less.
- She hopes to attend some FLEX events.

VIII. ADMINISTRATIVE REPORTS

1. Superintendent/President: Dr. Joel Kinnamon welcomed faculty back and thanked the staff that has been here preparing for the semester. He has met with the various union presidents and is very impressed with them.
 - Football update: Commissioner Sartoris has been on campus conducting a full investigation of the football program. Mr. Sartoris is working with Commissioner Dean Crowley of the Foothill Athletic Conference. Both will meet with Dr. Kinnamon later this month to present their findings. Today's agenda requests approval to hire Mary Dowell, of Liebert, Cassidy and Whitmore. If needed, Ms. Dowell will address any legal findings from the commissioner. She has worked with Commissioner Sartoris on a similar situation at another college.
 - PSA Update: Dr. Kinnamon reported the law enforcement advisory committee met yesterday to discuss the grand jury report and provided input. There were 11 attendees, including most of the valley's police chiefs, and representatives from the Ben Clark Training Center. In addition there is an ad-hoc committee that will be working on the formal response to the grand jury. This committee consists of two trustees, staff and the chair of the advisory committee. He is also in the process of scheduling a meeting with Sheriff Sniff. There are also three

individuals from POST coming to campus to answer questions and give us feedback on our program.

- FTES Update: There is a team currently on campus, FCMAT (Fiscal Crisis & Management Assistance Team), looking at our FTES reporting. They are interviewing many people on campus to make sure we have a process in place that accurately reports our FTES. Dr. Kinnamon spoke with Executive Vice Chancellor Fred Harris regarding our FTES reporting and any over reporting and he has agreed to give us additional time before we reconcile any over payments.

2. Vice President Business Affairs: Dr. Edwin Deas

- Satellite Campuses Update:
Mecca Thermal Campus: we are approved by the environmental health department and operational. There is some clean-up of the existing infrastructure.

Indio: we are in DSA (Division of State Architect) on design and were given a stamp out date of today. The city is moving ahead and went out to bid on their work. Our work will be completed by December of next year. The County was very appreciative of knowing this, as they have quite a bit riding on our completion date.

West Valley Center: There is nothing to report this month. The Board meeting will be held in Palm Springs in September. He will have a presentation ready that is less technical and more accessible to members of the public.

Desert Hot Springs: We have been working on several alternatives. The first was the city had offered to donate land to us and we would create our own center. Another is the possibility of doing something with the County of Riverside, who are developing in the area. The County likes our idea and has offered to match our funding. They will construct an additional building on the existing medical services building site. We would share parking, restrooms, and services. This is an ideal situation. We are working on an MOU and the County is amenable to the land being leased to the District and the District owning the building.

Trustee O'Neill asked if the lease would be something similar to the McCallum's lease on COD land. Dr. Deas said yes it would be similar.

3. Interim Vice President Student Affairs: Adrian Gonzales

- Fall Registration Update: Mr. Gonzales acknowledged the staff that worked hard all summer preparing for the new semester. He reported they held a soft opening of the veteran's center. That room had been remodeled for the veterans and moved psych services upstairs. He acknowledged the good work of the front line staff, the counselors and especially the work of the ITIR department. ITIR kept everything running, in spite of being in the middle of a move themselves.

Trustee O'Neill asked if the assessment center from the Academic Skills Center is moving to the Cravens building. Mr. Gonzales said they are moving into an upstairs computer lab. The Academic Skills Center will take on general computing so students in need of a computer to do homework will go over to the center. Assessment testing will now occur here in the Cravens building. Part of the original plan of the Cravens Center was that the lab would be an assessment center, as well as a computer support room for all the other activity we do, like applications, web advisor, and email.

Regarding enrollment, registration began June 18. Open enrollment was on June 25 so on June 24 we processed 17,000 enrollments. On June 26 at noon we jumped, in an hour, from 17,000 enrollments to 21,000 enrollments. By July 17 we were up to 24,000 enrollments, and as of yesterday we were up to 25,000. This is slightly lower than last year but that is in relation to the number of courses we are offering compared to last year. We had to shut down registration on Friday but there were no glitches or complaints. Fee drops are done on a weekly basis. The first drop occurred on July 5 and 488 students lost classes, which opened up 1100 seats. As people realized we were serious about the fees and holding on to a seat, at the July 12 fee drop there were only 149 students impacted and 220 seats available. Yesterday's fee drop impacted 59 students and 72 seats were made available. More students are paying their fees and hanging on to their seats.

- Student Success Taskforce Recommendations Update: Mr. Gonzales has prepared a Power Point if the members would like to see it during the study session later in the meeting.

In January the Student Success Taskforce recommendations were approved by the Board of Governors. The Senate took up the effort to change the matriculation bill. The bill has been in place since 1986 and was almost completely revised. They refocused matriculation on the core set of matriculation is; assessment, orientation and SEP's. The Senate passed the bill 34-1, the Assembly heard it on August 8 and have until the end of August to pass the legislation. The Governor then has until September 30 to either sign it or veto it. All indications are it will be passed.

The earliest the Board of Governors will hear proposed Title 5 language changes is March 2013. We are probably looking at fall 2013 or spring 2014 implementation. That puts us a year away from having to implement some significant changes to what we do with matriculation. Some of these changes would involve requiring student to go through the matriculation process. It is also focusing on students that are successful so rather than getting funding on enrollments we would get it on the quality of our services and the success of our students. As a condition to receiving the funds we would have to take part in the common assessment, once it's developed.

The Board of Governors has also focused on changes to a system-wide enrollment priority system. It appears that veterans and current and former foster youth would have priority one, EOPS and DSPS would be priority two, however they are giving the districts the option of including them in priority one. Priority 3 would be new students who have completed orientation, assessment and SEP's and continuing students who are in good standing and below

100 units. It would be up to us to establish what priority system would be in place for priority four. We are ahead on some of the requirements and already have the 100 unit limitation and moving students back to open enrollment if they are on academic probation or progress probation. We have an appeal process in place if you lose priority status, but must structure it more formally.

The Board of Governors is also focusing on the BOG fee waiver. They are moving forward with language that will require students to be in good academic standing and making good progress in order to receive the BOG waiver.

At College of the Desert we will make an effort to engage the campus community to looking at each one of those recommendation, which ones make sense for our college and how best to implement them.

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

Motion by Michael O'Neill, second by Andrew Campbell, to approve the consent agenda as presented.

Discussion: Trustee Marman questioned the contract with blackboard as he was under the impression a committee was looking at a possible change to a different product. Dr. Kinnamon commented the decision has not been made at this point and anything new will take approximately a year to implement. Blackboard will stay in place until that decision is made.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

X. ACTION AGENDA

A. BOARD OF TRUSTEES

1. Proclamation: National Hispanic Heritage Month

Motion by John Marman, second by Andrew Campbell, to approve the proclamation as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

2. Review of Board Policy 2310 Regular meetings of the Board

Motion by Becky Broughton, second by Michael O'Neill, to receive the board policy for a first reading.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

3. Revised Board Policy 3570 Smoking on Campus – Second Reading

Motion by Andrew Campbell, second by Michael O'Neill, to approve the revised policy as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

4. Changes to time and location of September West Valley Board of Trustees meeting

Motion by John Marman, second by Becky Broughton, to change the time and location of the September meeting.

Discussion: Trustee Marman commented that prior off-campus meetings have not drawn any community members, regardless of the time of the meeting.

Trustee Broughton thought part of the problem in meeting off campus is that we are not consistent. We need to establish a tradition of meeting at certain times in certain locations. She thinks when we schedule these meetings we must consider the community. We also have to consider the hardship on staff and it has to be balanced with the community interest. She thought doing this on a Friday afternoon is more of a hardship than a different day. She is not opposed to the meeting off campus and thinks it's important. We need to offer something like the presentation Dr. Deas suggested and we have to make sure that presentation is well advertised

Trustee Marman hopes we continue to support a presence in different areas.

Trustee O'Neill doesn't remember any community people attending meetings in either the east or west valley. He is not opposed to doing the off-campus meetings and maybe we haven't advertised enough. He thinks it is a big impact on staff, and more so on a Friday night, and that is of concern to him. If we were having massive turnout it would be different and he is concerned about starting the meeting late. He thought we didn't have to start at 9:00, maybe a little later, but still be finished by 5:00.

Dr. Deas has talked with some of the people from the city publicizing this meeting. Previous meetings have not been publicized and we need to think about actually inviting people, not just announcing it on our website. We looked at using the James O. Jesse Highland Community Center but there is no Wi-Fi available. We are not able to live-stream at any location off campus but can video the meeting and post to the website.. The CVEP offices have Wi-Fi. can't live-stream but can video and post to website

Trustee Stefan has had conversations with City Council members from Cathedral City and Desert Hot Springs and they are in favor of having our meetings in the West Valley and will try to be there.

Trustee O'Neill suggested moving some of the items from the regular meeting to the special meeting on September 7.

Dr. Kinnamon said it was important to get our Public Information Office involved to promote the off-campus meetings.

Chair Stefan asked Trustee O'Neill to work with Lee Ann Weaver, the Board's Executive Assistant, on the schedule for the meeting.

Motion by Michael O'Neill, second by John Marman, to amend the motion and have Trustee O'Neill and Ms. Weaver propose a time schedule for the September meeting.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried to amend the motion as noted.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried to approve the amended motion as the main motion.

B. PRESIDENT

1. College Support Organization Representative on the Citizens' Bond Oversight Committee

Motion by Michael O'Neill, second by Andrew Campbell, to approve the representative as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

2. Student Representative on the Citizens' Oversight Committee Meeting

Motion by Andrew Campbell, second by John Marman, to approve the student representative as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

3. Approval of an Independent Investigator for Football Program

Motion by Becky Broughton, second by Andrew Campbell, to approve an independent investigator as presented.

Discussion: Trustee Marman commented that President Kinnamon spoke to this earlier and explained it. Dr. Kinnamon said this will allow us to review the commissioner's report and if there are any legal issues involved, council will be in place.

Trustee Broughton said the commissioner was conducting a limited investigation and we would need to consider further legal input. She thought the person brought forward is well qualified and we can limit their use to an appropriate time frame.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

C. **HUMAN RESOURCES**

1. Employment Group A Appointments – Classified

Motion by Michael O'Neill, second by Becky Broughton, to approve the appointments as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan

No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously with one absent.

D. FISCAL SERVICES

1. CCFS-311Q / Quarterly Financial Status Report

Motion by John Marman, second by Michael O'Neill, to approve the report as presented.

Discussion: Wade Ellis, Director, Fiscal Services, reviewed the report with the members.

Vote

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O'Neill, Bonnie Stefan
No: None
Absent: Charles Hayden
Abstain: None

Motion carried unanimously.

XI. CLOSED SESSION

1. **CONFERENCE WITH LEGAL ANTICIPATED LITIGATION: Section 54956.9 (b)(c)** Specify number of potential cases: 4
2. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Superintendent/President

XII. CLOSED SESSION REPORT

No reportable action taken in closed session.

D. FISCAL SERVICES (Cont'd)

2. Designation of Off-Site Location and Use of Facilities Agreement

Motion by Michael O'Neill, second by John Marman, to approve the location and agreement as presented.

Discussion: Trustee Broughton asked what we have been offered there. Dr. Deas said there are 3 separate spaces in the facility that are capable of housing ESL instruction.

Vote

Yes: Becky Broughton, John Marman, Michael O’Neill, Bonnie Stefan
No: None
Absent: Charles Hayden, Andrew Campbell
Abstain: None

Motion carried unanimously.

3. Financing the WVC-Palm Springs Solar Project

Motion by Michael O’Neill, second by John Marman, to approve the financing as presented.

Discussion: Trustee O’Neill asked Dr. Deas to explain. Dr. Deas referenced the Board’s approval of the Palm Desert Solar initiative at the last meeting, which was to finance it internally. This was the right decision as it maximized the savings to the general fund of \$33M, but it meant we were leaving not taking advantage of some very inexpensive government money. With the help of a consultant and our attorney we have devised a model whereby we can access the government funds. He reviewed the back-up material.

We would use \$8.6M of the QECBS, \$2M of the CREBS and \$8.4M of the RDA funds to pay for the Palm Desert Solar project. We would have about \$10M remaining in the Green Energy Yield Restricted Funds. We propose to invest that money. We must do it a specific way as there is a law that places a ceiling of 3.3% (at this time) on earnings. We can earn up to 3.3%. After 10 years we have made money on that \$10M and would pay back the CREBS. If we pay back the QECBS at the 10 year deadline there is no interest. As a result we have financed the Palm Desert solar project and eventually the Palm Springs solar project. We estimate we will be totally self-sufficient in phase 1 and will keep us off the grid.

Trustee Broughton asked if the solar in Palm Springs will be on buildings or parking lots. Dr. Deas said parking lots.

Vote

Yes: Becky Broughton, John Marman, Michael O’Neill, Bonnie Stefan
No: None
Absent: Charles Hayden, Andrew Campbell
Abstain: None

Motion carried unanimously.

XIII. SUGGESTIONS FOR FUTURE AGENDAS

Trustee O’Neill: He would like to see the guidelines that structure our building process. He has concerns that certain elements of buildings are add-ons only if we were able to save money. He is especially concerned that covered walkways are not a part of certain buildings like the Child

Development Center and Stagecraft Center talked about last month. Many years ago he thought the Board adopted some guidelines for building. He remembers that buildings on the “pad” would resemble the current structure and anything off the pad had to tie in in some way and had to have a relationship to the campus. There was supposed to be a covered walkway connecting the Cravens Student Services Center to the Administration Building and the Café and that was removed due to costs. He would like us to take a look at how we are building these buildings and how we can tie them in. Trustee Broughton agreed. He requests all this information at the October Board meeting.

He has had many community members asking what we are doing with the Monterey Entrance. Trustee Broughton has as well. He tries to answer their questions but has difficulty explaining why we are building a “roundabout” and justifying it. It is thought it will be a public nuisance. At the October meeting he’d like to see a plan in case the roundabout doesn’t work and has to be converted to a 4-way stop, without costing \$10M.

He feels we are losing our connection with our past. We’ve lost all the palm trees out front. The palm tree issue was discussed when the Board looked at the plans. The Board had previously asked for additional information showing there would be vegetation at the Monterey Entrance, something that looked like palm trees, but hasn’t seen that final landscape plan. Trustee Broughton agreed and commented the Board saw the northern deciduous tree version and were told that is what the landscape program had and we plugged them in. He requests that information at the October meeting.

Trustee O’Neill commented on the new procedures initiated by Chair Stefan on how the board operates. He would like discussion in November evaluating the changes we made and decide whether we want to continue or change things.

Dr. Deas reported it can be changed if it’s deemed not to work. The roundabout can be controlled in several ways if there are problems. Mr. Gonzales said we will have staff out there directing traffic as needed. The walkway patterns will be different as the fences will remain in place. Student Affairs is working with security and maintenance to address these concerns.

Trustee Marman would like an update on:

- program review. There had been discussions about having a sign-off of someone responsible for saying the program review is accurate.
- locks and doors options

Trustee Marman read about an issue with the kiosk where the money did not go back into budget. Dr. Deas said the issue has been resolved. The kiosk had been set up in the general fund as it was an integral part of a business program. Balances do not roll over in the general fund but they have changed this one and it will now roll over.

He received something about Proposition 30 and a resolution. He asked if this was something we should or should not support. Dr. Kinnamon will look into it.

XIV. BOARD COMMENTS

Trustee Broughton is looking forward to the school year and is already feeling a change in the climate on campus.

Trustee Marman commented on the Foundation's project to brand the college. During the summer people don't know what is going on here. He thought the Foundation should have ads letting people know what is going on here and what's new. Trustee O'Neill commented that Palm Springs Unified produces a supplement to the newspaper every 4-6 months explaining everything they are doing. He understands this is costly but thought we could be creative in how we do it.

Trustee Marman thought it a good idea to get the information out to the public on the advantages of having out of state/country students at College of the Desert.

STUDY SESSION

1. Budget Presentation

Dr. Deas provided a handout to the members and reviewed the Power Point presentation.

Trustee Marman questioned who made the decision to cut the Trustee's budget. Dr. Deas said it came out of the think tank's recommendation and then the Board approved it. He feels decisions were made and the impact wasn't evaluated, as some are giving up a lot more than others. Trustee Marman would like to see all of the consultant contracts.

Trustee Marman had concerns about cuts to not only the Board, but other areas like the Library and Athletics. He questioned the impact on each. Dr. Deas confirmed the recommendations coming out of the think tanks were not equitable and Cabinet took on the role of leveling the playing field as much as it could. Trustee Marman asked if the unions are a part of Cabinet, as he thought they should have been involved. Dr. Deas said the unions were involved in the think-tanks and that information was brought forward to Cabinet and Cabinet refined the recommendations and the plan was taken to College Planning Council. Trustee Marman expressed his opinion that the College Planning Council doesn't vote and this was brought to them as information. Dr. Deas said the Council spent several hours discussing it and there were no changes recommended.

Trustee Marman thought we were reinventing the campus and didn't see anything to indicate this was the case. Who pushed to say the trustees didn't need anything? Dr. Deas commented said the think-tanks based their recommendations on patterns of expenditures. Where a budget was not used or underutilized in past years it was cut. Mr. Gonzales said we still have a lot of unknowns so Student Affairs spread it out over multiple years to try to buy some time. The majority of student affairs is paid by categorical funds. When you look at general fund dollars you are looking at staffing. Student Affairs is not prepared at this stage to say exactly where the money is coming from but they have started that conversation in order to prepare for the new few years.

Dr. Kinnamon commented he has been thinking through some of the governance structures we have and there are venues where these conversations could take place in a more collaborative way. The processes we have in place haven't been built for the current budget scenario.

Trustee O'Neill said we never took it to the next level in reinventing the college, we just cut. We must evaluate programs and decide.

Mr. Gonzales said there was a willingness to discuss reinventing the college but since it was about people the think-tanks never got there. These discussions will be ongoing.

Dr. Kinnamon thought the conversations regarding reinventing the college are critical. If the public supports a program we cannot afford any longer a Parcel Tax may be a way for the public to say they want a particular program to continue.

Dr. Deas continued his presentation. He pointed out that the wrong version of the multiple year budget plan FY 12/13 through 16/17 was included in the handout and he will email the correct version to the members.

XV. ADJOURN

Motion to adjourn by Becky Broughton, second by Michael O'Neill. Meeting adjourned at 2:30 p.m.

**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Meeting Date: 8/17/2012

AREA: Board of Trustees

ITEM #: 4

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

**TITLE: CHANGES TO TIME/LOCATION OF SEPTEMBER
WEST VALLEY BOARD OF TRUSTEES MEETING**

BACKGROUND:

Historically, the Board of Trustees has held regular meetings in both the East and West Valleys. The September 21 meeting is scheduled to be held in the West Valley and several locations are available for our use.

The time posted on the College of the Desert website states the meetings start at 9:00 a.m. The Board has the option of changing that start time with a majority vote of the members.

This item was brought to the member's attention after the August 17, 2012 meeting agenda was posted. In order to change the time of the September meeting it must be added to the August agenda, and requires a two-thirds vote of the board to approve the addition.

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

Discuss and approve changes to the September 21, 2012 meeting start time if needed.

Administrator Initiating Item: Bonnie Stefan	Cabinet Review & Approval: Chair & Vice Chair Review:
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Board Member Reports – August 2012

John Marman: I have been working with Desert Sands School District and the Riv. Co. Fire Dept. in putting 3rd grade Fire Ed. Programs together for this October. This will be 20th year! I also attended several routine College meetings. I'm looking forward to Flex and the start of a new school year.

Andrew Campbell
August 14, 2012

Monthly Attendance Report for August Board of Trustees meeting.

Attended: CCLC Workshop

I would like to thank the Board of Trustees for allowing me to attend the Student Trustee Workshop of, Community College League of California in San Francisco. The workshop entailed State Issues Advocacy, the Student Trustee's engaged in bonding activities, we also covered the rules, rights, and responsibilities as a Student Trustee.

Attended: Welcome to Dr. Joel Kinnamon

This event was a social gathering to welcome the new Superintendent President.

Attended: Welcome Week Committee for ASCOD

We prepared welcome gifts for the incoming and returning students of College of the Desert.

Created:

- Posted Student Trustee Office hours which consist of a hour a day Monday-Friday
- I created a Face Book so that staff and students can have a means of common ground communication. To reach me on Facebook the address is andrew.ascod@facebook.com

Faculty Association Board Report
8/17/12

Good morning:

There are three things I want to discuss with you this morning:

1. Bargaining
2. Campus climate
3. Money: (Of course!)

Bargaining: IBB – focus on interests, not positions.

- We are moving forward with IBB with the support of Stan Dupree, Dr. Kinnamon and Michael O'Neil.
- Training: 3 days/January. All attending. You too! Attendance = understanding, buy-in/support.
- ("Getting to Yes" – Harvard. Have looked and looked and I can't find anything that says, "**We can't do that because of Title 5**" in there.)
- NO LAWYER!
 - Marianne actually helps move things along. Expert in IBB.
 - HR Director – job description is to handle negotiations. Why turn around and hire a lawyer to help? Can faculty do that too?
 - "But the State reimburses!" Tax payer money. New paradigm. "I don't want it" instead of "I'm entitled to it." Speaking of which, my next subject.

Campus Climate/Money – as usual; folks are not happy or they just don't care. Why?

- The district seems to be good at projecting a "we have no money" message – "Unless of course we need to spend a big chunk on something in which case WE DO!" People won't engage after they have experienced this several times.
- The district is very good at asking employees to figure out creative ways to solve the budget problem, but then when folks do that, the district's response is, "Oh we can't do that!"
- Perfect example: Hiring an attorney to investigate the athletic dept/D. Sun allegations. "What's 50K," someone says, "in a budget of millions?" If someone says that, then that person is part of the problem. Besides: 50K here, 30K there; pretty soon you are talking real money! THANK YOU, Joel, for finding a BETTER way.
- Must stop running to outside experts to "help" you. What did we hire you (administrators/HR directors) for? Can faculty do that too? (Run and hire someone to help them every time something comes up outside their immediate expertise.) Do it yourself. Have fewer meetings & you will have time.

Money:





- Question: People have been told to cut their budgets. What happens if they fail at reaching their goals? Where is the incentive?
- Need to think outside the box.
 - Need to provide incentive.
 - Need to instill a climate of “It’s your money; spend it wisely”.
 - Need to provide motivation to work more productively and efficiently and share the savings between employees and students.
 - Need to show folks how saving money will benefit them.
- Need to do things in house as much as possible.
- Need to stop hiding behind Title 5 and get creative.
- Am I saying we don’t do any of these things at all? NO! I have heard some very creative ideas floating around recently re: money. But we DO still have a significant percentage of upper level people whose default line is, “We can’t do that.” When someone says that to me, my response is, “We hired you for your expertise. We are paying you big bucks. Get creative. Find a way around it.”

Speaking of creativity, I would like to challenge the district to get creative. Take some of your savings from the think tanks and find a way to apply those savings to covering the increase in health care costs.


Final thought: We hear a lot about the students. “The students are our customers. Students come first.” This is all well and good. But to put it in terms of a medical analogy, the student is the patient and we all are the care givers. What happens when the care givers feel unappreciated and used? They burn out. Take care of your care-givers.

Addendum #1 – based upon reading “Getting to Yes,” I would like to create a team made up of administration, (Joel and Edwin) board members, classified and faculty to search for a creative way to cover the increased cost of health care. Everyone has an interest in that! Working together would build morale, rapport and friendship. Having Joel and Edwin on board would not imply the district’s “blessings.” I want them on board for two reasons: First, Edwin is the money guy. He is vital. Second, Joel is good at this creative type of thinking. We need him. We may fail at this. That’s ok. But we need to try.

Addendum #2 – Again, I would like to point out that it was painfully obvious at the meeting that some people are allowed three minutes to speak – with no response from the board while others (administrators) can go on for 10-15 minutes with lots of comments and discussion from the board. Why is this? What am I not understanding? When you do this, it sends a loud message: some people have status; others don’t. I believe what faculty and classified have to say is equally important to what administrators say.

-  **CSEA 2012 86th Annual Conference** – Mary Lisi and I attended as the delegates of our chapter. As always, it was an intense time of debating resolutions, training, listening to great speakers, and networking with CSEA leadership from across the state.
-  **Layoff and Bumping Rights** – *[The following paragraph was included in the original report submitted to and read by the Board. Instead of reading it, Lauro thanked Dr. Kinnamon and the Board for pulling the 45 day layoff from the Agenda.]* Before you today is yet another layoff presented to you for approval. We have been told that the restricted fund related to student health fees has been so depleted that there is no option but to layoff the secretary. District legal counsel concurs with CSEA in that the Ed Code dictates that seniority will result in a difficult cascade of “bumping” beginning with the position which no longer has funding and ending with the least senior of the staff in the position of “secretary.” This process will likely result in both a disruption of the lives of a number of individual and in many departments campus wide. The District is within its right to layoff for lack of funds. Our hope is to work with the district to minimize the effects of this layoff on the lives of staff and on those remaining. We are working with the district to request an accounting of how the healthy fund balance is so depleted to result in this. We will also continue to request up to date lists of short term, substitute, specialists and student workers to make sure that these are used within the legal guidelines as it does not seem right to layoff permanent staff and even as others are hired to do classified work those laid off could be doing.
-  **Health and Welfare** – The Health and Welfare committee completed its review and analysis of the proposals compiled by our broker. After discussion, we agreed on maintaining benefit levels of the HMO plan and 90% PPO plans. The 100% PPO benefit levels were modified to offset part of the premium increases. The 80% PPO benefit levels were reduced to premium costs for the least costly alternative. An open forum presentation is planned this coming week and open enrollment will be the last week of August. The classified staff will meet the afternoon of Friday August 24th to discuss and vote on contributions towards premiums. The cost of premiums has increased such that the typical benefit package can no longer be covered by the 15 thousand dollar per year allocated per employee. The classified bargaining unit agreed to the difficult concession of \$15,000 towards benefits per eligible classified staff two years ago and we have therefore been saving the difference between this amount and actual premium costs. This conservative and strategic approach now provides a reserve to help with the cost increase. We again thank each of you for maintaining \$15,000 as the district contribution toward our benefits. It will be difficult enough for staff as we contribute toward the increase of premiums each year.
-  **Negotiations** – The classified staff also thank you for reconsidering the issue of parking fees and approving to withdraw the change in Board Policy until it should be properly negotiated. We have also reminded the district that CSEA has sent a letter demanding to bargain the reduction of one full time position with benefits to two part time positions without benefits. CSEA cites East Side Union High School District (1999) PERB Decision No. 1353 as one of its authorities in this claim. At the CSEA Conference this issue was front and center during negotiations training. We hope that the district will agree that this change in wages and work conditions is indeed negotiable—even for a vacated position.

The timeline for the filing of an Unfair Labor Practice may regretfully force our hand in this issue.

 **Contract Negotiations** – Two negotiations sessions have resulted in substantial progress, as we have reached Tentative Agreements on a number of open Articles in the Collective Bargaining Agreement (CBA).

We hope to soon reach agreement regarding “District Rights.” Our current CBA reads that determining whether or not an emergency exists is solely within the discretion of the Board of Trustees and not that of the “District”. In the event of an emergency only the Board would approve authority for the District to amend or modify the provisions of the agreement for the duration of the emergency as determined by the Board. Also, we believe that the Board through the process of approving agenda items has ultimate authority in actions related to staff.

One of the employee rights enumerated in our Collective Bargaining Agreement is for of our unit members to receive printed copies of the agreement and any changes. We applaud the Board and the District for endeavoring to reduce energy and paper use. Previously, all Successor contracts were printed in full for each classified staff as were any negotiated changes agreed upon during re-openers. Also, we remember the days when job announcements were printed for all staff. Most of the classified staff still feel strongly that they need a physical paper copy of the legal document that protects their rights as employees of the district. Those that would opt out of a paper copy would nonetheless fully support that contracts be printed for the staff who do not have ready access to computers on campus or at home. At a time when we are dealing with layoffs, when COLA has remained unfunded for years, and when we will begin to contribute toward health and welfare premiums, the classified staff would consider it a measure of good will for the district to continue to print the CBA for all classified staff. The exception would be for those who choose to opt out of a paper copy at the time the CBA is ready for printing. New staff would be given a choice to receive a paper copy at the time of hire. Addendums and changes during the term of the agreement are confusing enough for staff and supervisors. Therefore, each new term really needs printing of a clean copy. In years past, CBA’s were often kept filed in drawers. Please understand that in this day as never before staff feel the need to keep their copy within reach at their desk, to keep it next to them in the golf cart, or even to take with them home, even on vacation as one staff member stated. Recently I heard a story of a supervisor asking for one of our members to open their printed copy to review a timeline for evaluation and employee rebuttal. This illustrates that—even knowing where the CBA exists online—it is quicker and more convenient to find a handy printed copy that is universally accessible and portable. The CBA serves to delineate not only staff rights but also responsibilities. The Collective Bargaining Agreement is our legal contract between the District and district classified staff.

Lauro Jiménez

President, CSEA Chapter 407

Desert Community College District
Board of Trustees Meeting
August 17, 2012
CODAA Report

The CODAA Executive Board has prepared two presentations for Fall Flex. One will be “Adjunct Essentials” covering issues that are important to all adjunct faculty, and the other will be a workshop on writing self-evaluations which is now part of the adjunct performance evaluation process.

As usual, we would like to invite the Board of Trustees to attend either or both of these sessions, and look forward to seeing you during Flex activities.

Alumni Report

August 7, 2012

August is the slowest month of the year for the Alumni Street Fair.

An Alumni check for \$45,000.00 was drawn up and given to the COD Foundation in support of the student Campus Work Study Program. This funding comes out of the Street Fair operations budget.

Our annual CPA audit is nearly complete.

This will serve as my report.

I will not be in attendance at the next Board of Trustee meeting.

Gene Marchu

Academic Senate President
Report to the Board of Trustees
August 17, 2012

Senate Retreat

The Academic Senate Executive Committee Retreat is next Monday; goals for both the Senate and the Senate committees will be discussed and prioritized. Dr. Kinnamon has agreed to join us for the afternoon; if the Board of Trustees has any specific areas they would like the Senate to discuss it would be very helpful if you would communicate that information to me or to Dr. Kinnamon.

Flex and Fall Semester

A final, revised Flex schedule will be published next week. We are excited about all the great sessions planned and look forward to seeing you there.

Equivalency

My thanks to Interim Director Stan DuPree for finally following through on the HR requirements for Faculty Minimum Qualifications and Equivalency. The list of full time faculty qualifications is almost complete, ready for final review by the faculty.

Meet The Faculty

Just a reminder: the first Meet The Faculty event is Tuesday, September 11 at 12:20. This event is for faculty and students; but we welcome participation by the Board of Trustees.

Outcomes and Assessment

Beginning Fall 2012, Outcomes and Assessment becomes a Senate committee. For three years, the District allocated 220% release time to faculty for outcomes and assessments; this year they have allocated 20% for the Outcomes Chair. One of the first tasks is to meet an October accreditation requirement for assessments. This will be difficult; there was no Outcomes and Assessment coordinator last academic year; no assessments were collected and documented. Although we are all aware of budget restrictions, the Senate has requested clerical assistance to help meet these tight deadlines.

Budget and Think Tanks

As a member of four "Tanks", I would like to caution you against assuming a direct relationship between Think Tank recommendations and the proposed budget plan. Although each of the Think Tanks followed a slightly different path, most analyzed at the functional level: accurate and complete costs were difficult to obtain; recommendations almost impossible in the short one semester time frame. Some reports were written but if you check the portal, you will see that the list is fairly incomplete. Summary reports were prepared by the administrative leader of each Tank; these summary reports were forwarded to the cabinet; the cabinet related the reports to individual accounting line items; the cabinet created the budget plan and presented it to the Planning Council for discussion; questions at the Planning Council resulted in no changes to the proposal. The process was to continue with an implementation phase during spring semester in which new Tanks would look at the tie between the original Tank discussions and the budget and would then study how the recommendations might be implemented. That second stage never happened.

It didn't have to happen:

In July, individual faculty were contacted and asked to provide a syllabus that showed separate objectives for lecture and lab; and attendance records. Both were requested by the **auditors**.

Faculty in my area contacted me; alarmed that they were being asked to produce documentation that they did not have. Both faculty associations as well as the Senate were soon involved.

There are several issues here:

- There are no rules at COD for class syllabi except that they must exist. There are recommendations for what should be included; but no official policies or procedures.
- Separate content is required for lecture and lab; separate objectives are not.
- Lecture and lab content is on the course outline, not on the syllabi.
- Attendance records are required only through census; maintained as justification for dropping non-participating students.
- Attendance records ARE required for TBA lab; however some of the courses identified as TBA are not TBA – the confusion is that the letters TBA are used in our class schedule to indicate the days and times for Virtual Valley courses – so the letters TBA are on the class section but this does not make the lab TBA.
- The Senate was not consulted before these requests were sent to faculty.
- The faculty associations were not consulted before these requests were sent to faculty.
- Leadership has responded to Senate questions regarding these issues; however the response has been “we have new auditors with a fresh set of eyes which is why the procedures might be different from previous years” and “we will be happy to meet to explain to you the relationship between the syllabi and attendance rosters”. Neither response addresses the issues; neither response allows faculty input/discussion with the auditors; both responses indicate a continued misunderstanding of what actually happens in the classroom and faculty working conditions.
- The audit is apparently completed; faculty have no idea if any of these concerns were accurately relayed to the auditors; faculty have no idea if they will receive a “poor” rating based on false assumptions.

The **Kiosk** has been one of the most successful student features on campus. Originally funded by a small grant and the hard work of Dr. Kelly Hall, today the kiosk is financially successful.

Last year the Kiosk was considered a student club; for student clubs the money remaining in the budget at the end of the year is rolled over to the next year. This year, the considerable amount of money left in the kiosk budget was zeroed out – the funds given to another program. Dr. Hall was not notified; in fact several requests for information about the balance were ignored.

The funds are now back; however it took considerable effort to achieve that result.

Communication

Improving communication and faculty participation on campus remains one of the highest priorities for the Academic Senate – in part to eliminate some of the “It Didn’t Have to Happen” situations.

Last year we made significant progress with the Academic Senate by moving from “representative communication” to “communication to everyone”. No change to the structure of the Senate was required to accomplish this: Committee members still represent schools, departments, and disciplines; still provide the primary input on all Senate Committee activities. The only difference is that communication no longer flows through several levels; it flows directly from the top to all faculty. As the attached chart shows, this has greatly simplified the process; guaranteed that all faculty receive the same information; guaranteed that all faculty have an opportunity for input.

At the COD level, we are still following the representative model and from a faculty perspective it is not effective. As I tried to show in the attached chart called “Zerry’s view of Communication”, there seems to be a lot of two way conversation among leadership and a lot of two way communication from the Senate to the faculty; but a lot of confusing one way channels across committees and down the chain of command.

This does not in any way imply that individuals are not doing an effective job; it is simply a picture of how difficult good communication can be given our current structure. We all hear differently; we all filter; we all emphasize different highlights. When information has to flow from the President to the cabinet; from the cabinet to the Deans; from the Deans to Directors and School Faculty and Department Chairs; from Department Chairs to department faculty it will be modified and reduced in content during the process. And because there are also a lot of informal channels – represented by the dotted red lines – faculty sometimes receive an inconsistent message.

And as you can also see, the Senate – which is the official representative of full time and adjunct faculty - is not part of that communication chain.

It is my responsibility, as Academic Senate President, to ensure that all faculty have effective communication and representation. So my personal goal this year is to work on modifying that chart.

President Kinnamon has already started down an excellent path; I would like to officially thank him for the "Greetings from Joel" e-mails he is sending on a regular basis to all faculty, classified, leadership, and others.

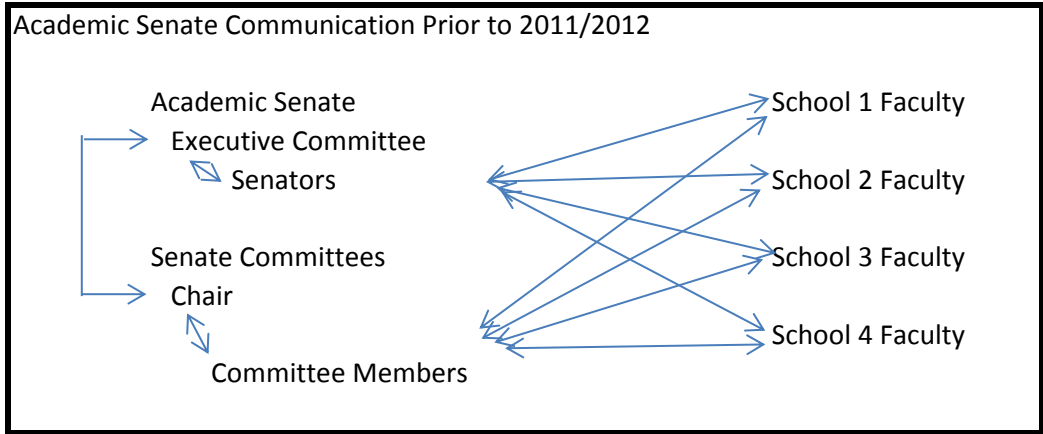
Other approaches we should consider include:

- Including the Academic Senate President in the Cabinet
- Including the Academic Senate President in the Deans meeting
- Including Department Chairs in the Deans meeting
- Publishing unofficial "minutes" from the Cabinet to faculty
- Publishing unofficial "minutes" from the Deans meeting to faculty
- Eliminating all committees that have no official, WORKING reporting structure
 - I would like to commend Dr. Deas for eliminating, at the end of Spring semester, the Planning Council End User Data Committee. During the year, this committee watched presentations of software that had already been purchased for the college: members of the committee had no input into decisions; members of that committee were not representative; members of that committee had no official reporting channel; the committee as a whole reported back to the planning council but little was actually reported since the committee did nothing other than review decisions already made.
- Commit to using only Senate committees – which have an official, working communication channel – for all situations where "faculty input" is required.
- Follow the Senate Constitution which states that faculty representatives on any college committee must be selected by the Senate
- Recognize that "collegial consultation" with faculty must include the Senate
- Recognize that "faculty approval" must be a vote of the entire Senate and not simply the agreement of four or five selected faculty operating outside of accepted communication channels
- Follow the Board policy on "collegial consultation" which "relies primarily on" faculty input in nine of the 10 + 1 areas of governance
- Modify the Planning Council so it becomes an effective, working body that represents and reports to all constituents.
 - Planning Council is currently an unwieldy cast of thousands
 - Faculty representation on Planning Council currently reports back to school faculty rather than to the Senate or to all faculty
 - Planning Council currently allows leadership to obtain "faculty approval" and "collegial consultation" without including the official channels of the Senate
- Re-establish a Board Retreat which includes faculty leaders as well as college leadership
- Include the Senate in Board agenda planning
- Include faculty in reports to the Board
- Flatten the leadership structure
- Bring grants into the "collegial consultation" and planning processes
- Include grants in the budget committee discussions

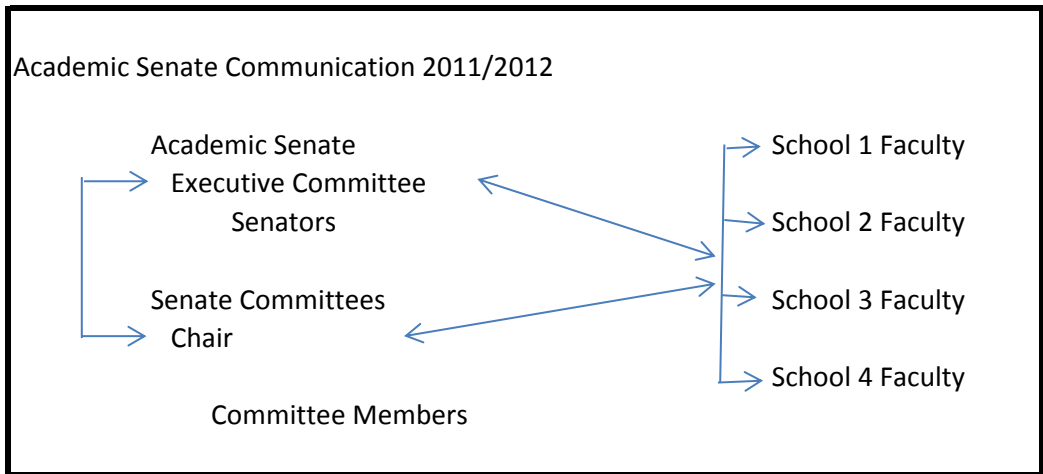
The Senate Executive Committee will be brainstorming this topic at their Retreat; the Senate looks forward to working with the Board of Trustees and leadership to move forward with improvements in this area.

Welcome to Fall 2012 semester,

Zerryl Becker, Academic Senate President

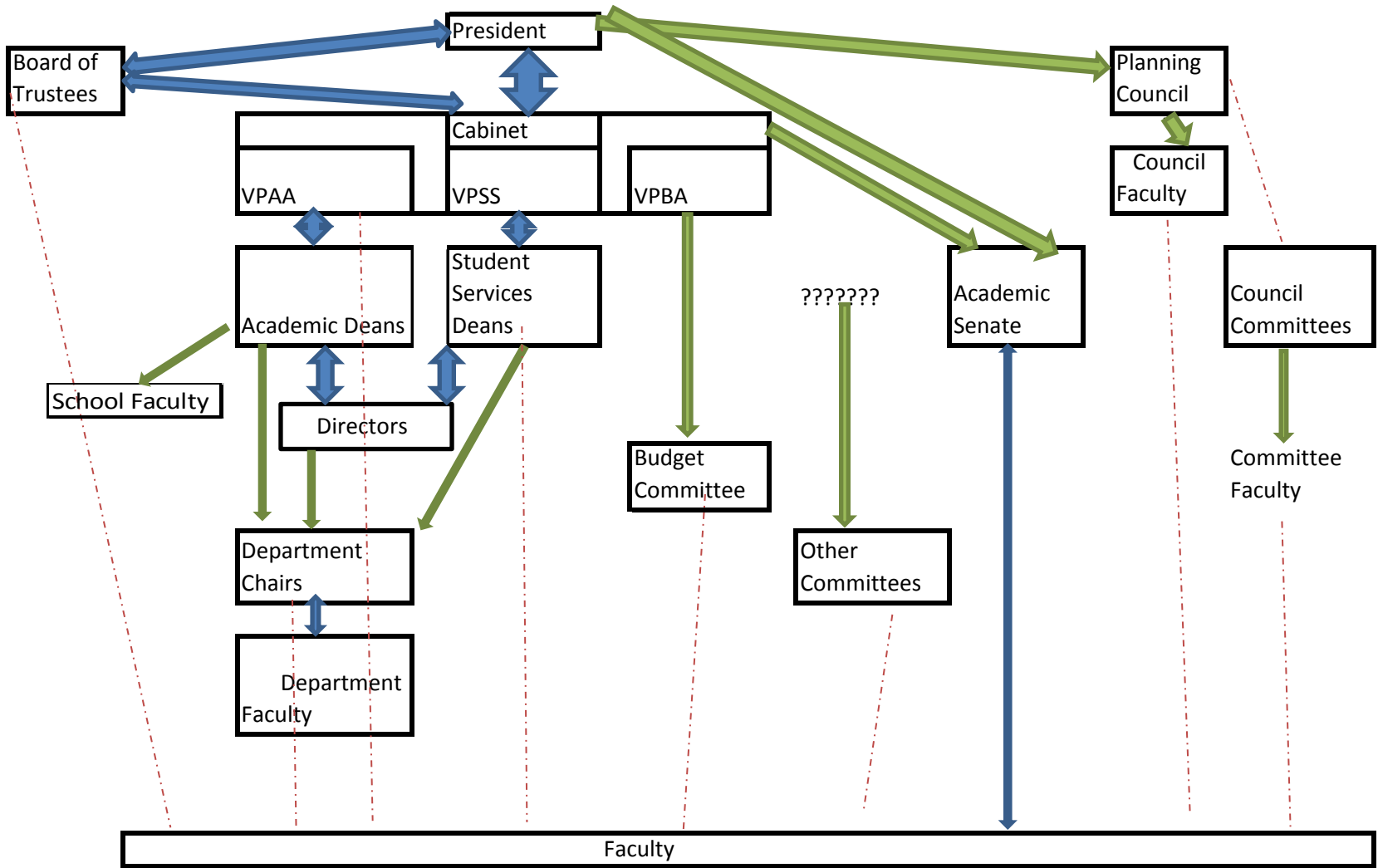


- Committee Members attend committee meetings
 - Report to their schools and report from their schools to the committee
- Committee Chairs report to Executive Committee
 - Executive Committee reports to Senate
 - Senate reports back to Chairs
- Senators
 - Senators report to their schools and from schools to the Senate



- Senate President
 - Reports to all faculty in all schools
- Committee Chairs
 - Report to Executive Committee
 - Report to all faculty in all schools
- Faculty
 - Report to committees
 - Or Senators OR Executive Committee OR Senate President

College of the Desert
Zerryl's view of Formal Communication Channels



- TwoWay Communication
- OneWay Communication
- Inconsistent (Rumors)



ACADEMIC SENATE EXEC SUMMER RETREAT

Monday, August 20, 2012

Agenda

8:30 – 9:30

Continental Breakfast and Chat

9:30 – 11:00

Committee Objectives and Plans

- Membership
- Meeting times/locations
- Portal
- Curriculum:
 - Course Justification and Faculty Approval
 - Curriculum Deadlines for 2012/2013; Calendaring?
 - Prerequisites
 - Discipline assignment
 - Stand Alone Training
 - CurricuNet
 - C-ID
- Outcomes and Assessment
 - Accreditation October Deadline
 - Forms/Procedures
 - Clerical Assistance/ where to collect documents
 - Program Review / PRU
 - Program Review Approval Process
 - Portal Description
 - Next steps
- Educational Policies and Practices
 - TBA/Auditors
 - Unresolved registration issues
 - Syllabi
 - Equivalency
- Educational Technologies / Distance Ed
 - Distance Ed Training
 - Distance Ed Effective Contact
 - Moodle/Blackboard

- CCC Confer
- Training Academy / Flex
- Faculty Development
 - Flex
 - Budget
 - Travel Requests
 - Sabbaticals
 - Professional Development

11:00 – 11:30

Senate Objectives /Plans

- Distance Education Admin Procedures
- Communication
- Grants
- Equivalency
- Meet the Faculty
- College Hour

11:30 – 12:00

COD Issues and Concerns

- Faculty Prioritization Process
- Planning Council
- Vice President
- Smoking Policy
- Budget "Plan"
- FTES / Athletics/PSA

12:00 – 1:00

Lunch

1:00 – 2:30

Discussion with President Kinnamon

2:30 – 3:00

Finalize Objectives and Plans

3:00

Wrap Up and Socialize



BUDGET STUDY SESSION

Dr. Edwin Deas, Vice President, Business Affairs
August 17, 2012

AGENDA

1. Review of latest State funding information and what it means for COD
2. Revisit and review the Multiple-Year Budget Plan for FY2011-12 through FY2015-16 and the Tentative Budget for FY2012-13
3. Discuss Action Plans for FY2012-13
4. Review updated Multiple-Year Budget Plan for FY2012-13 through FY 2016-17

STATE FUNDING FOR FY2012-13

“It all hinges on the November ballot”

State Budget Deficit \$15.7 billion

Solutions

Expenditure Cuts \$ 8.1 billion

Increased Revenues 6.0 billion

↳ DEPENDENT ON THE VOTERS

Misc. Shuffles 2.5 billion

Create a Reserve (0.9) billion

\$15.7 billion

STATE FUNDING FOR FY2012-13

“If the tax initiative passes, this happens to community colleges”

\$50 million in growth | restoration

\$159.9 million in funding deferral buy-downs (reduces deferrals from \$961 million to \$801.1 million)



\$5.5 billion General Apportionment Revenues



\$2.8 billion (51%) State Funding

\$2.3 billion (42%) Local Property Taxes

\$374 million (7%) Student Fees

STATE FUNDING FOR FY2012-13

“If the tax initiative fails, this happens to community colleges”

\$209.9 million additional funding from Prop 98 is lost

\$338.6 million reduction in funding = 7.3% workload reduction

STATE FUNDING FOR FY2012-13

“Other issues, irrespective of the vote”

Significant increase in intra year funding deferrals

- How far away are we from 100% deferrals?
- How is insolvency defined?

STATE FUNDING FOR FY2012-13

“What does it all mean for COD?”

COD has anticipated everything noted earlier in the tentative budget for FY2012-13

EXCEPT

“The so-called June Balloon”

- Never mentioned until now
- Represents the cash owed to colleges from additional deferrals
- \$4,247,832 earmarked for COD
- BUT new legislation could mean that the funds can only be spent on classroom instruction
- Serious potential consequences now being studied — 50% law implications

-AND-

“Growth | Restoration”

- If tax initiative passes
- \$300,857 out of \$50 million for COD

MULTIPLE-YEAR BUDGET PLAN

Based on Think Tank Recommendations

FY2011-12 through 2015-16

Multiple-Year Budget Plan Based on Think Tank Recommendations (\$)

CPC 3/9/12; Board of Trustees 3/16/12

FY2011-12 FY2012-13 FY2013-14 FY2014-15 FY2015-16

Opening Fund Balance	8,383,183	7,623,885	5,539,432	2,794,856	2,794,856
Projected Revenues	37,051,418	36,764,752	37,264,752	37,264,752	37,264,752
Projected Expenditures	40,050,702	39,349,205	40,149,205	40,809,328	38,064,752
Projected Surplus/(Deficit)	-2,999,284	-2,584,453	-2,884,453	-3,544,576	-800,000
Proposed Action Plans	2,239,986	500,000	139,877	3,544,576	800,000
Projected Closing Fund Balance	7,623,885	5,539,432	2,794,856	2,794,856	2,794,856

Opening Fund Balance	8,383,183	7,623,885	6,370,310	5,147,613	3,955,794
Projected Revenues	37,051,418	36,764,752	37,264,752	37,264,752	37,264,752
Projected Expenditures	40,050,702	39,349,205	39,318,327	39,287,449	39,256,571
Projected Surplus/(Deficit)	-2,999,284	-2,584,453	-2,053,575	-2,022,697	-1,991,819
Proposed Action Plans--EQUALIZED	2,239,986	1,330,878	830,878	830,878	830,878
Projected Closing Fund Balance	7,623,885	6,370,310	5,147,613	3,955,794	2,794,856

Area	Description	Source*	Savings Considered	Savings Proposed	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
President's Office	Reserves	1	10,000	10,000	10,000				
	Non-compensation	1	25,000	25,000	35,000	-10,000			
	Inst'l Memberships	2	43,240	20,000		10,000			10,000
	Legal	2	48,240	24,240				12,120	12,120
	Other	2	17,700	17,700		17,700			
	Workforce reduction	2	75,000	0					
Trustees	Stipends	2	2,213	2,213		2,213			
	Supplies	2	4,700	4,700		4,700			
	Travel	2	15,000	10,000		5,000	5,000		
ITIR	HP/DataTel	2	39,533	39,533		18,053		21,480	
	Services to self-sptng	2	104,000	50,000				25,000	25,000
	Printers/Servers	2	35,576	25,576				25,576	
	Workforce reduction	2	75,000	35,000					35,000
	Realignment of workforce	2	115,000	0					
	Student Computers	2	Under review						
	Providing Software	2	Under review						

Area	Description	Source*	Savings Considered	Savings Proposed	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
ITIR (continued)	Computing Support	2	Under review						
	Netwk/Srvr Mtnc	2	Under review						
Commencement	Non-compensation	1	6,000	6,000	6,000				
Advancement	Postage	2	4,245	4,245	4,245				
	Travel	2	6,000	6,000		3,000			3,000
	Advertising	2	30,000	20,000	10,000				10,000
Academic Senate	Dues/Supplies/Trvl	2	3,525	3,525		3,525			
	Release Time	2	31,415	0					
<i>PRESIDENT</i>	<i>SUB-TOTAL</i>		<i>691,387</i>	<i>303,732</i>	<i>65,245</i>	<i>54,191</i>	<i>5,000</i>	<i>84,176</i>	<i>95,120</i>
Human Resources	Workforce reduction	2	75,404	26,000					26,000
	Workforce reduction	2	60,000	26,000				18,000	8,000
	Workforce reduction	2	23,738	16,000		16,000			
	Reclassification of Leadership	2	55,983	0					
	Steps	3	450,000	450,000					450,000
	Benefits	3	450,000	450,000			450,000		
	Across the Board...	3	Under review						
Office of VPBA	Operating Capital	2	107,000	107,000		107,000			
	Legal, transfer to Bond	2,3	30,000	30,000	30,000				
	Services	2	5,000	5,000		5,000			
	VPs Support-workforce reduction	2	84,000	84,000				84,000	
	Close Indio Campus	2	216,000	0					
	Close MTC Campus	2	260,000	0					
	Shut Down Summer	1	Under review						
	Shut Down Winter	1	Under review						
	Compensation, transfer to Bond	1	79,000	79,000	79,000				
Facilities	Option 1 and 2 Combo	2	755,872	245,000		50,000	50,000	70,000	75,000
	Unified position	1	30,000	30,000	30,000				
	Personal Appliances	2	Under review						
Fiscal	Workforce reduction	2	397,568	136,000				98,048	37,951
	Insurance to Bond	2	139,144	139,144	139,144				
	Reserves	1	281,635	281,635	281,635				
	Non-compensation	1	68,500	68,500	68,500				
	Compensation, transfer to Bond	1	86,000	86,000	86,000				
	Tuition write-off	1	127,000	127,000	127,000				

Area	Description	Source*	Savings		FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16
			Considered	Proposed					
Fiscal (continued)	Payroll tax adj	1	50,000	50,000	50,000				
Bursar	Compensation, transfer to Auxiliary	1	10,000	10,000	10,000				
	Workforce reduction	2	106,100	35,000				35,000	
Purchasing	Workforce reduction	2	259,959	59,191				59,191	
	Compensation, transfer to Bond	1	30,000	30,000	30,000				
	Non-compensation	1	35,000	35,000	35,000				
Warehouse	Workforce reduction and rental	2	88,687	88,687		88,687			
	Non-compensation	1	5,000	5,000	5,000				
Safety	Non-compensation	2	40,000	40,000		40,000			
Copy Center	Total	2	189,920	50,000		25,000	1,777	23,223	
Rideshare	Transfer to Parking	1	12,807	12,807	12,807				
403b Match	Total	2, 3	184,239	184,239				184,239	
Retirees' Insurance	Total	1	0	0					
Insurance	Total	1	20,000	20,000		20,000			
Bond Audit	Transfer to Bond	1	10,000	10,000	10,000				
Utilities	Total	1	Tied to Solar	Under review					
Tuition Revenue	District share of increase	1	1,000,000	1,000,000	500,000	500,000			
Security	Plan #4 or Plan#1	2	150,059	75,059			67,252		7,807
BUSINESS AFFAIRS	SUB-TOTAL		5,973,615	4,091,262	1,494,095	851,687	569,029	571,702	604,758
Office of VPAA	FTES and classes reduction	3	300,000	300,000		300,000			
	Scheduling	2	Under review						
	Faculty Computers	2	Under review						
	Online Courses	2	Under review						
	Non-compensation	1	20,000	20,000	20,000				
	Unfilled position	1	37,000	37,000	37,000				
	Revenues	3	1,000,000	Under review					
Library	Unfilled position	1	43,871	43,871	43,871				
	Other	3	30,000	30,000				30,000	
Instruction	Budget realignment	1	270,874	270,874	270,874				
	Earlier class reductions	1	95,000	95,000	95,000				
	Other	1	84,939	0					
Art Gallery		3	60,000	60,000		10,000	20,000	30,000	
Athletics	30% target	3	300,000	160,000		40,000	40,000	40,000	40,000
MESA		3	30,000	30,000			30,000		

TENTATIVE FY2012-13 BUDGET

DESERT COMMUNITY COLLEGE DISTRICT 2012 - 2013 TENTATIVE BUDGET GENERAL FUND UNRESTRICTED					
	2011-12 Final Budget		2012-13 Tentative Budget	Changes Between Budget Yrs.	Notes
REVENUES					
Base Revenues	34,266,556		34,107,756	(158,800)	A
State Income	1,314,000		1,514,000	200,000	C
Local Income	1,640,862		1,640,862	-	D
Total Revenue	37,221,418		37,262,618	41,200	
Expenditures					
Full-Time Teaching Salaries	8,691,962		8,793,339	101,377	1
Adjunct Teaching Salaries	3,742,223		2,814,541	(927,682)	2
Other Academic Salaries	1,969,905		1,969,905	-	3
Administration Salaries (1)	3,767,476		3,622,174	(145,302)	4
Classified Salaries, Aides	1,039,656		1,047,887	8,231	5
Classified Salaries, Other	5,513,161		5,366,162	(147,999)	5
Employee Benefits	7,221,317		6,938,425	(282,892)	6
Supplies & Materials	459,936		453,686	(6,250)	7
Contracts & Services	5,493,738		5,401,670	(92,068)	8
Sub-Total Operating Expense	37,899,374		36,406,789	(1,492,585)	
Categorical Backfill	250,000		-	(250,000)	9
Capital Outlay	236,949		129,949	(107,000)	10
Sub-Total Operat. Exp. & Cap. & Est. Categ.	38,386,323		36,536,738	(1,849,585)	
Excess (Expenditures) over Revenue	(1,164,905)		725,880	1,890,785	
Transfers within Gen'l Fund	853,434		843,434	(10,000)	11
Transfers to Fund 6X	810,945		810,945	-	
Total Expenditures	40,050,702		38,191,117	(1,859,585)	
Excess Total Expenditures over Total Revenues	(2,829,284)		(928,499)		
General Fund - Beginning Balance					
7.5% Required Reserve	3,003,803		2,864,334		
Reserve for Future Liabilities	5,379,380		2,689,565		
	8,383,183		5,553,899		
General Fund - Ending Balance	5,553,899		4,625,400		

(1) Mgmt., Classified Supv. & Confidential

THINGS TO CONSIDER FOR THE FUTURE

- Will the June Balloon fly?
- What more can we anticipate in State funding?
- Generating our own revenues
 - Policy on grants and other revenue dependent initiatives
 - Solar projects proceeds
 - International Strategy → student housing
- Resourcing satellite campuses
- New Educational Master Plan
- Student Success Task Force recommendations
- New Bond Program
- New Parcel Tax

UPDATED MULTIPLE-YEAR BUDGET PLAN FY2012-13 THROUGH FY2016-17

Multiple-Year Budget Plan FY2012-13 through 2016-17

	FY2011-12 <small>Adjusted to Actuals</small>	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Opening Fund Balance	8,383,183	7,791,368	5,302,340	3,014,193	2,675,756	2,675,756
Projected Revenues	36,798,664	34,676,746	35,676,746	35,676,746	35,676,746	35,676,746
Projected Expenditures	37,390,479	37,165,774	37,964,893	38,514,893	36,565,183	36,226,746
Projected Surplus/(deficit)	-591,815	-2,489,028	-2,288,147	-2,838,147	-888,437	-550,000
Proposed Action Plans	0	0	0	2,499,710	888,437	550,000
Projected Closing Fund Balance	7,791,368	5,302,340	3,014,193	2,675,756	2,675,756	2,675,756

Opening Fund Balance	8,383,183	7,791,368	5,302,340	3,996,793	3,123,846	2,683,499
Projected Revenues	36,798,664	34,676,746	35,676,746	35,676,746	35,676,746	35,676,746
Projected Expenditures	37,390,479	37,165,774	37,964,893	37,532,293	37,099,693	36,667,093
Projected Surplus/(Deficit)	-591,815	-2,489,028	-2,288,147	-1,855,547	-1,422,947	-890,347
Proposed Action Plans--EQUALIZED	0	0	982,600	982,600	982,600	982,600
Projected Closing Fund Balance	7,791,368	5,302,340	3,996,793	3,123,846	2,683,499	2,675,752

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
President's Office	completed FY2011-12								
	Non-compensation	1	25,000	-10,000	-10,000				
	Instl Memberships	2	43,240	20,000	10,000			10,000	
	Legal	2	48,240	24,240			12,120	12,120	
	Other	2	17,700	17,700	17,700				
	Workforce reduction	2	75,000	0					
Trustees	Stipends	2	2,213	2,213	2,213				
	Supplies	2	4,700	4,700	4,700				
	Travel	2	15,000	10,000	5,000	5,000			
ITIR	HP/Datatel	2	39,533	39,533	19,053		21,480		
	Services to self-spring	2	104,000	50,000			25,000	25,000	
	Printers/Servers	2	35,576	25,576			25,576		
	Workforce reduction	2	75,000	35,000				35,000	
	Realignment of workforce	2	115,000	0					
	Student Computers	2	Under review						
	Providing Software	2	Under review						

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Fiscal (continued)	Payroll adj, completed FY2011-12								
Bursar	Compensation, completed FY2011-12								
	Workforce reduction	2	106,100	35,000			35,000		
Purchasing	Workforce reduction	2	259,959	59,191			59,191		
	Compensation, completed FY2011-12								
	Non-compensation, completed FY2011-12								
Warehouse	Workforce reduction and rental	2	88,687	88,687	88,687				
	Non-compensation, completed FY2011-12								
Safety	Non-compensation	2	40,000	40,000	40,000				
Copy Center	Total	2	189,920	50,000	25,000	1,777	23,223		
Rideshare	completed FY2011-12								
403b Match	Total	2, 3	184,239	184,239			184,239		
Retirees' Insurance	Total	1	0	0					
Insurance	Total	1	20,000	20,000	20,000				
Bond Audit	completed FY2011-12								
Utilities	Projected revenue \$1million in FY2013-14 and beyond	1							
Tuition Revenue	Removed FY2011-12 and FY2012-13								
Security	Plan #4 or Plan#1	2	150,059	75,059		67,252		7,807	
BUSINESS AFFAIRS	SUB-TOTAL		3,979,529	2,097,176	351,687	559,029	571,702	604,758	
Office of VPAA	FTEs and classes reduction	3	300,000	300,000	300,000				
	Scheduling	2	Under review						
	Faculty Computers	2	Under review						
	Online Courses	2	Under review						
	Non-compensation, completed FY2011-12								
	Unfilled position, completed FY2011-12								
	Revenues	3	1,000,000	Under review					
Library	Unfilled position, completed FY2011-12								
	Other	3	30,000	30,000			30,000		
Instruction	Budget alignment, completed FY2011-12								
	Earlier class reductions, completed FY2011-12								
	Other	1	84,939	0					
Art Gallery	Target	3	60,000	60,000	10,000	20,000	30,000		
Athletics	30% target	3	300,000	160,000	40,000	40,000	40,000	40,000	
MESA	Target	3	30,000	30,000		30,000			

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
ASC	Target	3	30,000	30,000		30,000			
PACE	Budget realignment, <i>partial completion FY2011-12</i>	1	97,759	61,849		61,849			
ACADEMIC AFFAIRS	<i>SUB-TOTAL</i>		<i>1,932,698</i>	<i>671,849</i>	<i>350,000</i>	<i>181,849</i>	<i>100,000</i>	<i>40,000</i>	
Office of VPSA	Non-compensation, <i>completed FY2011-12</i>								
Title V	Non-compensation, <i>completed FY2011-12</i>								
Student Activities	Non-compensation, <i>completed FY2011-12</i>								
Counseling	Budget alignment, <i>completed FY2011-12</i>								
DSPS	Budget alignment, <i>completed FY2011-12</i>								
General	30% target	3	973,539	316,000	75,000	75,000	75,000	91,000	
STUDENT AFFAIRS	<i>SUB-TOTAL</i>		<i>973,539</i>	<i>316,000</i>	<i>75,000</i>	<i>75,000</i>	<i>75,000</i>	<i>91,000</i>	
ACTION PLANS	Yet to be identified					151,722	151,722	151,722	982,600
COD	TOTAL		7,556,908	3,323,512	830,878	982,600	982,600	982,600	982,600

*Source Codes

Cabinet budget review 1
 Think Tank recommendations-direct 2
 Think Tank recommendations-Cabinet 3

Version 1

BOT 08-17-12

Notes:

- a) Savings proposed for FY2011-12 were enacted.
- b) Savings proposed for FY2012-13 and beyond are included in the financial summary at the top of the page.
- c) The projected revenue benefit from the FY2011-12 and FY2012-13 tuition increase has been removed.
- d) FY2013-14 and beyond includes revenue of \$1 million from the solar project.
- e) FY2013-14 revenue assumes failure of November vote.



Measure B

BOND

Report to the

Board of Trustees

Capital Project Update

August 17, 2012

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Campus Activities

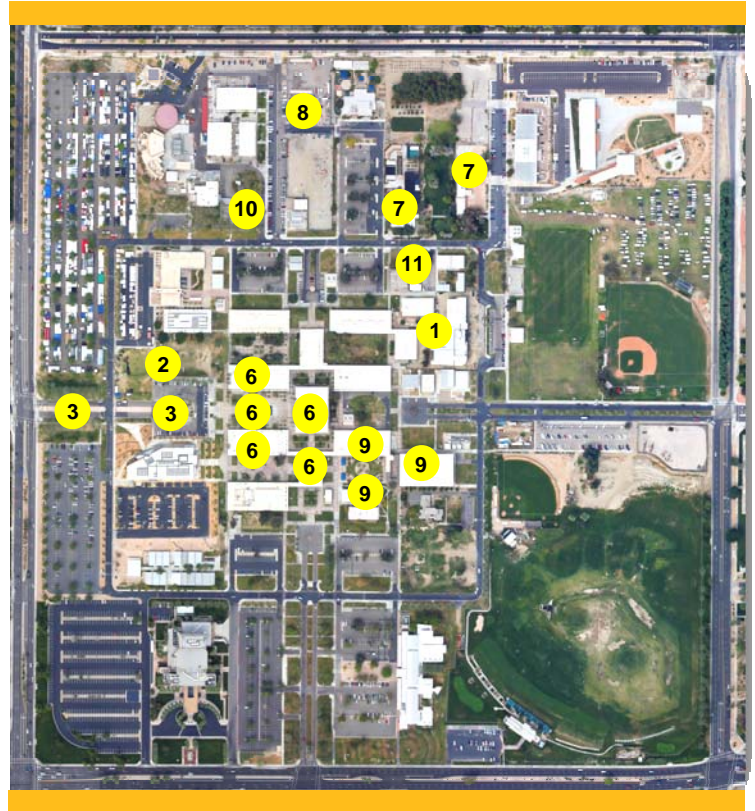
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Current Construction Projects

- 1 Classroom Building
- 2 Communication Building
- 3 Monterey Entrance

Projects in Programming & Design

- 4 West Valley Campus - Palm Springs (Not Shown)
- 5 East Valley Campus - Indio (Not Shown)
- 6 Central Campus Redevelopment
- 7 Applied Sciences
- 8 Child Development Center
- 9 Athletic Facilities
- 10 Visual Arts
- 11 Stagecraft



Projects In Construction . . .

PROJECT STATUS REPORTS

PROJECT STATUS REPORT

- **Address** 43-500 Monterey Ave.
Palm Desert, CA 92260
- **Project Manager** EISPRO
Jerry McCaughey
- **Architect** Steinberg Architects
Los Angeles, CA
- **Construction Manager** Bernards
San Fernando, CA



Fast Facts

- **Project Square Footage (GSF)** 40,200 sq.ft.
- **Funding Source** Measure B
- **Construction Start** Spring 2010
- **Targeted Completion** Summer 2012

Sustainable Features

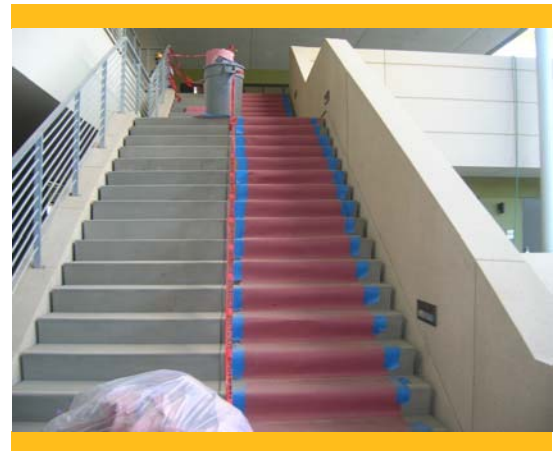
- Heating & Cooling via central hydronics system
- Water– conserving landscape
- Environmental Control Systems via built-in architectural sun shading devices, north facing fenestration
- Energy generation via photovoltaic system
- Building automation controls to optimize mechanical system and energy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

MATH SCIENCE TECHNOLOGY CENTER

PROJECT STATUS REPORT

Fast Financial Facts

- **Total Project Cost \$23,800,000**
- **Construction Budget \$16,660,000.00**
- **Expenditures To Date. \$20,822,169.31**
- **Projected Change Order Percent. 0%**
- **Percent Complete of Project Cost. 87%**
- **Percent Complete of Construction. 99%**



Project Update

- Fume hood installation in process; lab finish plumbing in process
- Landscape installation continues
- Cor-Ten garden retaining wall completed
- Guardrail testing successfully completed; handrail installation in process
- User punch list reviewed and in process
- Faculty offices ready for occupancy
- Meeting with CM to confirm final completion dates
- Building ready for commencement of classes on 8-27-12



PROJECT STATUS REPORT

- **Address** 43-500 Monterey Ave.
Palm Desert, CA 92260
- **Project Manager** EISPRO
Trenton Carr
- **Architect** tBP Architects
Newport Beach, CA
- **Construction Manager** ProWest
Wildomar, CA



Fast Facts

- **Project Square Footage (GSF)** 39,800 sq.ft.
- **Funding Source** Measure B
- **Construction Start** Fall 2011
- **Targeted Completion** Spring 2013

Sustainable Features

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

PROJECT STATUS REPORT

Fast Financial Facts

- **Total Project Cost**\$25,100,000
- **Construction Budget**\$17,570,000.00
- **Expenditures To Date**\$ 9,648,297.69
- **Projected Change Order Percent**0%
- **Percent Complete of Project Cost**38%
- **Percent Complete of Construction** 42%



Project Update

- Substantial rain on 7-31-2012; drywall, interior wall insulation and exterior insulation wet in several areas; remediation in process
- IOR and T&I reviewing first and second floors for flatness
- Hollow metal door frames installed incorrectly; resolution in review with CM; work at no cost to COD; credit due.
- Framing continues at first floor interior walls
- Rough-in electrical conduit and boxes continues on first floor.
- First and second floor cable tray installation in process.
- First and second floor hydronic piping installed overhead.
- Drywall continues on second floor, mud and tape continues.
- Exterior framing continues.
- Roof insulation board installation continues

PROJECT STATUS REPORT

• Address	43-500 Monterey Ave. Palm Desert, CA 92260
• Project Manager	EISPRO Trenton Carr
• Architect	PMSM Architects Santa Barbara, CA
• Construction Manager	ProWest Wildomar, CA



Fast Facts

- Project Square Footage Exterior Site Work
- Funding Source Measure B
- Construction Start Summer 2012
- Targeted Completion Spring 2013

Sustainable Features

- Public transportation
- Drought Tolerant Landscaping
- Efficient irrigation system utilizing reclaimed water



PROJECT STATUS REPORT

Fast Financial Facts

- Total Project Cost\$5,000,000
- Construction Budget\$3,500,000.00
- Expenditures To Date.....\$ 727,024.64
- Projected Change Order Percent.....0%
- Percent Complete of Project Cost.....15%
- Percent Complete of Construction..... 36%

Project Update

- Road asphalt paving at traffic circle complete; scheduled opening 8-22-12
- Fountain design proposal from architect reviewed; cost substantial; may be eliminated.
- Coordination with the Non-Potable Water project, remaining issues in review.
- Storm drain piping installation continues
- Trenching for underground conduit runs continues
- Installation of conduits and placement of backfill continues



Projects In Design . . .

PROJECT STATUS REPORTS

PROJECT STATUS REPORT

- **Address** 45-500 Oasis St.
Indio, CA 92201
- **Project Manager** EISPRO
Gregg Capper
- **Architect** GKK Works
Irvine, CA
- **Construction Manager** GKK Works
Irvine, CA



Fast Facts

- **Project Square Footage (GSF)** 40,000 sq.ft.
- **Funding Source** Measure B
- **Construction Start** Fall 2012
- **Targeted Completion** Winter 2013

Sustainable Features

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

Project Update

- DSA back-check to be complete by 8/10/12.
- CM finalizing Div-0 documents, scopes of work, and bid advertisement for the revised 2-phase bid process.
- IOR contract in process.
- Special Testing & Inspection services contract in process.

PROJECT STATUS REPORT

- **Address** N. Indian Canyon Dr.
Palm Springs, CA 92262
- **Project Manager** EISPRO
Trenton Carr
- **Architect** HGA Architects
Santa Monica, CA
- **Construction Manager** Sundt Construction
San Diego, CA



Fast Facts

- Phase 1 Project Square Ftg (GSF) 50,000 sq.ft.
- Funding Source Measure B
- Construction Start Summer 2013
- Targeted Completion Spring 2015

Sustainable Features

- Will be minimum LEED Gold certified
- Public transportation
- Solar Energy
- Sustainable Site
- 5 Zero Planning

Project Update

- Project in Construction Document Phase.
- 50% CD Package received and distributed to user group for review.
- Meeting with Palm Springs Fire Department held; location of fire hydrants reviewed.
- Meeting required with DWA regarding easement; DWA wants on-site water lines to be public. Meeting schedule pending.
- AV-IT-Furniture Coordination Meeting completed. Revision of furniture layouts in process.
- Security Meeting completed; Director of Security reviewed camera locations.
- DSA Pre-Application meeting scheduled

PROJECT STATUS REPORT

- **Address** 43-500 Monterey Ave.
Palm Desert, CA 92260
- **Project Manager** EISPRO
Curtis Guy
- **Architect** HGA Architects
Santa Monica, CA
- **Construction Manager** Gilbane
San Diego, CA



Fast Facts

- **Project Square Footage (GSF)** 21,741 sq.ft.
- **Funding Source** Measure B
- **Construction Start** Spring 2013
- **Targeted Completion** Summer 2014

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- VE efforts complete; Lath House and Green House now included in base project.
- Applied Sciences Fire Access plan approved by Fire Marshal
- Campus Path of Travel project scope and budget to be included in the work, but only as relates this project.
- Preparation of Construction Documents underway for submittal to DSA

PROJECT STATUS REPORT

- **Address** 43-500 Monterey Ave.
Palm Desert, CA 92260
- **Project Manager** EISPRO
Jerry McCaughey
- **Architect** HMC Architects
Ontario, CA
- **Construction Manager** None



Fast Facts

- **Project Square Footage (GSF)** 10,314 sq.ft.
- **Funding Source** Measure B
- **Construction Start** Spring 2013
- **Targeted Completion** Spring 2014

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- DSA intake executed successfully on 7-30-12.

PROJECT STATUS REPORT

• Address	43-500 Monterey Ave. Palm Desert, CA 92260
• Project Manager	EISPRO Pamela Pence
• Architect	LPA Architects Irvine, CA
• Construction Manager	ProWest Wildomar, CA



Fast Facts

- Project Square Footage (GSF) 26,840 sq.ft.
- Funding Source Measure B
- Construction Start Winter 2012
- Targeted Completion Spring 2014

Sustainable Features

- Will be minimum LEED Silver certified

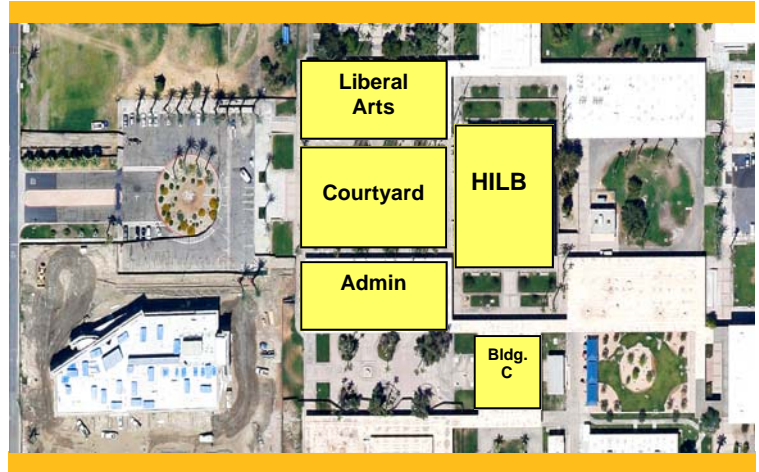
Project Update

- DSA comments and VE revisions in process; resubmit 9-1-12.
- Hazmat work complete, including glycol, lead and asbestos.
- Development of salvage scope of work for Central Plant underway
- Project back in budget.

CENTRAL CAMPUS REDEVELOPMENT

PROJECT STATUS REPORT

- **Address** 43-500 Monterey Ave.
Palm Desert, CA 92260
- **Project Manager** EISPRO
Don Searle
- **Architect** LPA Architects
Irvine, CA
- **Construction Manager** ProWest
Wildomar, CA



Fast Facts

- **Project Square Footage (GSF)** 66,526 SF
- **Funding Source** Measure B
- **Construction Start** Winter 2013
- **Targeted Completion** Winter 2015

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- Awaiting Architect's summation of proposed test fits.
- Scope of work, terms and fee in negotiation for architectural services.

PROJECT STATUS REPORT

• Address	43-500 Monterey Ave. Palm Desert, CA 92260
• Project Manager	EISPRO Gregg Capper
• Architect	Perkins & Will Los Angeles, CA
• Construction Manager	Gilbane San Diego, CA



Fast Facts

- Project Square Footage (GSF) 13,710 sq.ft.
- Funding Source Measure B
- Construction Start Fall 2012
- Targeted Completion Winter 2013

Sustainable Features

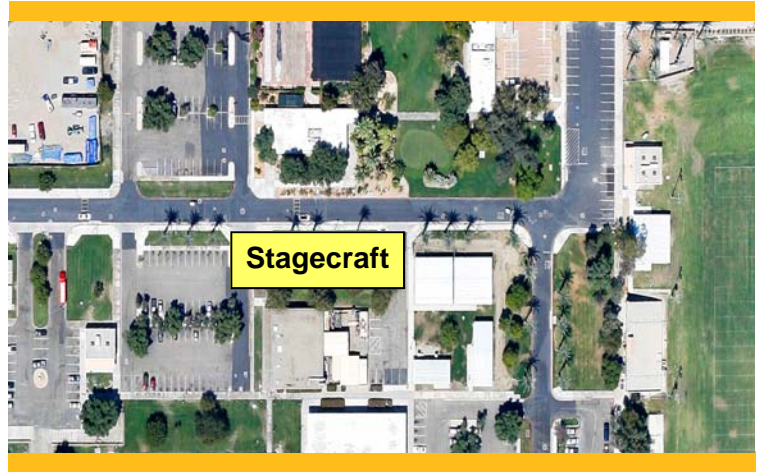
- Will be minimum LEED Silver certified

Project Update

- Project out to bid.
- First job walk held; due to limited representation for Site Work, Landscape, Masonry, & Communications trades a second job walk scheduled.
- IOR form 5's submitted to Architect for approval.
- Special Testing & Inspection services contract in process; Form 5's requested for all inspectors.
- Pre-construction checklist reviewed with Facilities Director. CM will revise fencing and signage plans.
- Coordination meeting held with mail room and warehouse staff to discuss implications and requirements for operation during construction.

PROJECT STATUS REPORT

• Address	43-500 Monterey Ave. Palm Desert, CA 92260
• Project Manager	EISPRO Don Searle
• Architect	PMSM Architects Santa Barbara, CA
• Construction Manager	None



Fast Facts

- Project Square Footage (GSF) 3,346 sq.ft.
- Funding Source Measure B
- Construction Start Winter 2012
- Targeted Completion Winter 2013

Project Update

- Fire Access plan reviewed and approved by Fire Marshal
- Master Project Schedule reviewed with architect

4 WEEK LOOK AHEAD

COLLEGE of the DESERT		4 Week Look Ahead Schedule For 08/01/12 To 08/29/12					As of 8am - 08/01/12				
ID	Task Name	Comments	Duration	Start	Finish	Jul 29 '12	Aug 5 '12	Aug 12 '12	Aug 19 '12	Aug 26 '12	
1	Campus Holidays, Exams & Events		49 days	Mon 8/6/12	Fri 8/31/12						
2	Modified Campus Work Weeks	440 Work Mon-Thu / Closed Fri	49 days	Mon 8/6/12	Fri 8/31/12						
3	Summer Classes		38 days	Mon 8/1/12	Thu 8/2/12						
6	Math Science Technology Center		18 days	Wed 7/25/12	Fri 8/17/12						
7	Power Delivery + Installation		11 days	Wed 7/25/12	Wed 8/8/12						
8	Utility Yard Pour + Plaster		13 days	Wed 8/1/12	Fri 8/17/12						
9	Power Outage	Rectify Electrical Issue @ 00am - Approx. 9:00am	0 days	Fri 8/3/12	Fri 8/3/12						
10	Fence Removal		2 days	Fri 8/3/12	Mon 8/6/12						
11	Trailer Removal		2 days	Mon 8/6/12	Tue 8/7/12						
12	Grinding/Paving	East Ring Road	3 days	Mon 8/6/12	Wed 8/8/12						
13	Elevator Inspection	Pending Power Installation	1 day	Wed 8/8/12	Wed 8/8/12						
14	Gate Installation	Pending Coordination of Date	3 days	Wed 8/15/12	Fri 8/17/12						
15	Non Potable Water		12 days	Mon 7/23/12	Tue 8/7/12						
16	Non Potable Water Crossover		12 days	Mon 7/23/12	Tue 8/7/12						
17	Blow Down Recovery		10 days	Mon 7/23/12	Fri 8/3/12						
18	Pressure Test of Laterals	Communication, Agricultural Science & Dining Hall	5 days	Mon 7/23/12	Fri 8/3/12						
19	System Flush	N.E.E.W Ring Roads	5 days	Wed 8/1/12	Tue 8/7/12						
20	Re-routing of pipe @ Communication Site		5 days	Wed 8/1/12	Tue 8/7/12						
21	Cross Connections		0 days	Thu 8/2/12	Thu 8/2/12						
22	Water Shutdown of Gym	4:00am	0 days	Thu 8/2/12	Thu 8/2/12						
23	Domestic Water Connections		0 days	Fri 8/3/12	Fri 8/3/12						
24	Hydroseeding of areas (Library & Gym)	Pending schedule after Punch List walk	0 days	Fri 8/3/12	Fri 8/3/12						
25	Communication Building		30 days	Mon 7/23/12	Fri 8/31/12						
26	Drywall First Floor		15 days	Mon 7/23/12	Fri 8/10/12						
27	Roofing West Side		10 days	Mon 7/23/12	Fri 8/10/12						
28	Roof Insulat		14 days	Wed 8/1/12	Mon 8/20/12						
29	Plaster North Wall		20 days	Mon 8/6/12	Fri 8/24/12						
30	Monterey Entrance		20 days	Mon 7/23/12	Fri 8/24/12						
31	Form Wall at Circle		20 days	Mon 7/23/12	Fri 8/24/12						
32	Asphalt		1 day	Fri 8/3/12	Fri 8/3/12						
33	Relocate Fence		2 days	Mon 8/20/12	Tue 8/21/12						
34	Clean Road		1 day	Tue 8/21/12	Tue 8/21/12						
35	Athletics	Shower Locker + Central Plant	37 days	Mon 7/16/12	Wed 8/8/12						
36	Hazmat		20 days	Mon 7/16/12	Fri 8/10/12						
37	Glycol Tank Abatement		15 days	Mon 7/16/12	Fri 8/3/12						
38	Lead Paint / Asbestos Abatement		11 days	Fri 7/27/12	Fri 8/10/12						
39	Utility Shutdown	Pending Contractor	0 days	Wed 8/15/12	Wed 8/15/12						
40	Salvage	Pending Contractor	12 days	Mon 8/20/12	Wed 8/29/12						

COLLEGE of the DESERT		4 Week Look Ahead Schedule For 08/01/12 To 08/29/12					As of 8am - 08/01/12				
ID	Task Name	Comments	Duration	Start	Finish	Jul 29 '12	Aug 5 '12	Aug 12 '12	Aug 19 '12	Aug 26 '12	
41	Campus IT Infrastructure		0 days	Fri 8/3/12	Fri 8/3/12						
42	MSTC Data Center		0 days	Fri 8/3/12	Fri 8/3/12						
43	Power Shutdown	Rectify Electrical Issue @ 5:30am - Approx. 9:00am	0 days	Fri 8/3/12	Fri 8/3/12						
44	Mecca-Thermal Septic Sewer System		43 days	Wed 8/8/12	Tue 8/7/12						
45	Construction	Choping/Inspectors	42 days	Wed 8/8/12	Fri 8/3/12						
46	County Health Inspection		0 days	Tue 8/7/12	Tue 8/7/12						
47	Alumni Street Fair Cart Storage Relocation		25 days	Mon 7/9/12	Fri 8/10/12						
48	Electrical Service	Relocate Electrical Equipment	25 days	Mon 7/9/12	Fri 8/10/12						
49	Relocate Canopies		13 days	Thu 7/19/12	Mon 8/6/12						
50	Add Fencing & Gates		8 days	Wed 8/1/12	Fri 8/10/12						
51	Relocations Project		22 days	Thu 7/27/12	Fri 8/10/12						
52	Carol Meier Hall		13 days	Wed 7/25/12	Fri 8/10/12						
53	Modifications		13 days	Wed 7/25/12	Fri 8/10/12						
54	South Annex		15 days	Mon 7/23/12	Fri 8/10/12						
55	Temporary Occupancy Modifications		15 days	Mon 7/23/12	Fri 8/10/12						
56	East Annex		22 days	Thu 7/27/12	Fri 8/10/12						
57	Modifications		22 days	Thu 7/27/12	Fri 8/10/12						
58	Social Science - Room 11		7 days	Wed 8/1/12	Thu 8/9/12						
59	New Equipment/Furniture Deliveries		3 days	Wed 8/1/12	Fri 8/3/12						
60	Reconnection		2 days	Wed 8/8/12	Thu 8/9/12						
61	Art Building		3 days	Wed 8/1/12	Fri 8/3/12						
62	Gate/Fence		3 days	Wed 8/1/12	Fri 8/3/12						



Financial Review . . .

PROJECT ALLOCATION BUDGET

COMPLETED PROJECTS

PROJECT ALLOCATION BUDGET

<u>COMPLETED PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expenditures</u> <u>Bond Only</u>	<u>Balance</u> <u>Bond Only</u>
Ag Science Project	\$105,804.42	\$93,304.42	\$0.00
Alumni Centre	\$2,714,816.33	\$2,714,816.33	\$0.00
Aquatics Swimming Pool Demolition	\$310,103.12	\$290,087.00	\$0.00
Barker Nursing Complex	\$10,973,912.83	\$10,962,344.30	\$0.00
Burn Tower	\$2,875,267.10	\$2,875,267.10	\$0.00
Campus Standards & Design	\$615,342.86	\$611,637.86	\$0.00
Carol Meier Lecture Hall Roof Repair	\$317,728.13	\$317,728.13	\$0.00
Central Annex Village	\$2,308,329.58	\$2,308,329.58	\$0.00
Central Plant	\$13,127,485.06	\$13,107,765.54	\$0.00
Contractor Lay Down Area	\$724,890.05	\$724,890.05	\$0.00
Culinary Kitchen	\$410,529.17	\$410,529.17	\$0.00
Date Palm Removal	\$311,446.80	\$311,446.80	\$0.00
Desert Hot Springs	\$1,140.00	\$1,140.00	\$0.00
Diesel Mechanics Flooring	\$14,153.80	\$14,153.80	\$0.00
Facilities Yard Improvement	\$416,825.38	\$0.00	\$0.00
Monterey Wall & Landscaping	\$1,544,945.64	\$1,544,945.64	\$0.00
Pavement Removal North Alumni Road	\$28,720.59	\$28,720.59	\$0.00
Ph I - Infrastructure Upgrade	\$14,512,592.76	\$12,268,163.56	\$0.00
Ph II - Infrastructure Upgrade	\$11,727,627.66	\$9,553,739.70	\$0.00
Public Safety Academy	\$14,917,722.01	\$14,911,665.49	\$0.00
Safety/Security Improvements CDC & AR	\$256,376.96	\$256,369.43	\$0.00
Scene Shop	\$75,653.92	\$74,676.42	\$0.00
Science Labs	\$223,624.27	\$223,624.27	\$0.00
Sidewalk Repairs	\$38,845.94	\$38,845.94	\$0.00
South Annex Ph I	\$273,569.16	\$273,569.16	\$0.00
South Annex Ph II	\$1,027,825.05	\$1,027,825.05	\$0.00
South Annex Ph III - DSPS Modulares	\$646,293.92	\$646,293.92	\$0.00
South Parking Lot	\$1,004,766.52	\$1,004,766.52	\$0.00
So./No. Annex Ph I Classroom Modulares	\$1,920,155.08	\$1,920,155.08	\$0.00
Storm Drain Outlet Structure	\$1,563,111.45	\$1,563,111.45	\$0.00
Telephone Systems/VOIP Upgrade Ph I	\$964,486.71	\$964,486.71	\$0.00
Temporary Access Road	\$87,252.07	\$87,252.07	\$0.00
Temporary Dining Facility	\$752,839.90	\$752,839.90	\$0.00
Velma Dawson House Lot	\$27,500.00	\$24,800.00	\$0.00
Visual Arts Kiln Building	\$179,078.94	\$0.00	\$0.00
Western Parking Lot	\$2,564,964.65	\$2,564,964.65	\$0.00
Western Parking Lot Landscaping	\$266,421.86	\$266,421.86	\$0.00
Wireless Access Project	\$322,555.12	\$322,555.12	\$0.00
EXPENDED TOTAL	\$90,154,704.81	\$85,063,232.61	\$0.00

Note: All Balances Moved To Contingency

PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expenditures</u> <u>Bond Only</u>	<u>Balance</u> <u>Bond Only</u>
Applied Sciences	\$12,000,000.00	\$1,204,175.11	\$10,795,824.89
+ Athletic Facilities	\$21,410,000.00	\$2,446,953.39	\$17,001,315.96
* Business Building Renovation	\$4,598,035.81	\$4,598,035.81	\$0.00
Campus Electronic Sign	\$300,000.00	\$0.00	\$300,000.00
Campus Energy Monitoring	\$295,800.65	\$0.00	\$7,498.10
Campus IT Infrastructure	\$3,000,000.00	\$1,688,232.23	\$1,311,767.77
Central Campus Redevelopment	\$37,350,000.00	\$388,525.57	\$36,961,474.43
Central Plant MBCx	\$3,144,495.00	\$2,718,040.62	\$426,454.38
Child Development Center	\$5,500,000.00	\$282,351.01	\$5,217,648.99
Communication Building	\$25,100,000.00	\$9,648,297.69	\$15,125,452.31
* Cravens Student Services Center	\$22,973,516.00	\$22,904,085.61	\$62,948.84
Demo Central Annex / Cooling Tower	\$1,500,000.00	\$253,978.37	\$1,246,021.63
* Dining Facility Renovation	\$5,399,969.00	\$5,399,909.77	\$59.23
x Imaging	\$400,000.00	\$0.00	\$400,000.00
Indio Education Center	\$20,000,000.00	\$2,160,933.43	\$17,839,066.57
Infrastructure Upgrade - Ph III	\$11,562,135.14	\$10,014,545.84	\$552,526.56
Math Science Technology Center	\$23,800,000.00	\$20,822,169.31	\$2,977,830.69
Mecca-Thermal Interim Modulars	\$10,000,000.00	\$9,909,428.58	\$90,571.42
** Mecca-Thermal Septic Sewer System	\$500,000.00	\$139,702.36	\$360,297.64
Monterey Entrance	\$5,000,000.00	\$727,024.64	\$4,272,975.36
* Nursing Building Renovation	\$3,538,287.21	\$3,537,467.21	\$820.00
* PSA Parking & Mag. Falls Entrance	\$949,794.14	\$949,794.14	\$0.00
RDA Small Maintenance Projects	\$490,430.31	\$0.00	\$0.00
Relocations Project	\$1,500,000.00	\$20,870.00	\$1,479,130.00
Security Cameras & Emergency Phones	\$1,000,000.00	\$128,744.95	\$867,550.05
Site Remediation	\$1,000,000.00	\$75,556.32	\$864,894.52
Soils Contingency	\$1,825,000.00	\$0.00	\$1,825,000.00
++ Stagecraft Shop	\$1,900,000.00	\$76,742.80	\$1,823,257.20
Visual Arts Building	\$8,175,000.00	\$630,548.98	\$7,544,451.02
Wayfinding	\$500,000.00	\$7,500.00	\$492,500.00
West Valley Palm Springs	\$40,000,000.00	\$3,522,571.39	\$36,477,313.17
SUB TOTAL	\$274,712,463.26	\$104,256,185.13	\$166,324,650.73

* Projects pending financial closeout.

+ Athletics Facilities sub projects added to parent project

x Funding authorized by Cabinet: \$400k

** Additional funds authorized by Cabinet: \$200k

++ Gift from Foundation: \$400k

PROJECT ALLOCATION BUDGET

<u>FUTURE PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expenditures</u> Bond Only	<u>Balance</u> Bond Only
Demo South Annex / Install Parking Lot	\$650,000.00	\$0.00	\$650,000.00
East Valley Mecca/Thermal Campus	\$29,700,000.00	\$0.00	\$29,700,000.00
West Valley Desert Hot Springs Ph II	\$1,800,000.00	\$0.00	\$1,800,000.00
SUB TOTAL	\$32,150,000.00	\$0.00	\$32,150,000.00

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expenditures</u> Bond Only	<u>Balance</u> Bond Only
Completed Projects	\$90,154,704.81	\$85,063,232.61	\$0.00
Current Projects	\$274,712,463.26	\$104,256,185.13	\$166,324,650.73
Future Projects	\$32,150,000.00	\$0.00	\$32,150,000.00
Centrally Contracted Management Fees	\$20,853,036.00	\$18,205,283.10	\$2,647,752.90
Contingency	\$430,344.00	\$0.00	\$6,425,587.00
TOTAL	\$418,300,548.07	\$207,524,700.84	\$207,547,990.63

<u>DEFERRED PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expenditures</u> Bond Only	<u>Balance</u> Bond Only
Art Building Re-Purpose	\$500,000.00	\$0.00	\$500,000.00
Construct Parking Lot Velma Dawson House	\$600,000.00	\$0.00	\$600,000.00
Demo East Annex / Construct Parking Lot	\$2,000,000.00	\$0.00	\$2,000,000.00
Diesel Mechanics / Install Parking Lot	\$2,500,000.00	\$0.00	\$2,500,000.00
Engineering Building Renovation	\$4,000,000.00	\$0.00	\$4,000,000.00
Landscaping at Fred Waring Entrance	\$1,000,000.00	\$0.00	\$1,000,000.00
Multi-Use Arts Facility	\$20,386,059.00	\$0.00	\$20,386,059.00
Parking Lot at Lay Down Area	\$1,200,000.00	\$0.00	\$1,200,000.00
Pollock Theater Carol Meier Renovation	\$3,940,381.00	\$0.00	\$3,940,381.00
Public Safety Academy Phase II	\$10,887,000.00	\$0.00	\$10,887,000.00
TOTAL DEFERRED PROJECTS	\$47,013,440.00	\$0.00	\$47,013,440.00

<u>FUNDING SOURCE</u>	<u>Totals</u>	<u>Expenditures</u>	<u>Balance</u>
Bond Series "A"	\$65,000,000	\$65,000,000	\$0
Bond Series "B"	\$57,850,000	\$0	\$57,850,000
Bond Series "C"	\$223,648,444	\$126,065,968	\$97,582,476
State	\$3,144,000	\$3,144,000	\$0
RDA	\$30,000,000	\$5,121,267	\$24,878,733
Interest	\$30,000,000	\$8,958,894	\$21,041,106
Refunding	\$7,500,000	\$7,500,000	\$0
Rebates	\$1,158,104	\$898,654	\$259,450
TOTAL	\$418,300,548	\$216,688,783	\$201,611,765

Upcoming Events . . .

**-September 18, 2012,
Math Science Technology Center Grand Opening**