

**COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVE.  
PALM DESERT, CA 92260  
FRIDAY, SEPTEMBER 20, 2013  
MINUTES**

- I. Chair O'Neill called the meeting to order at 9:35 a.m. and asked Trustee Sanchez-Fulton to lead the pledge of allegiance.

President Kinnamon called the roll:

Present:               Becky Broughton  
                          Michael O'Neill  
                          Mary Jane Sanchez-Fulton  
                          Bonnie Stefan  
                          Aurora Wilson  
                          Student Trustee Andrew Campbell  
Also Present:        Carlos Maldonado, Parliamentarian

**II. CONFIRMATION OF AGENDA:**

The following changes were made to the agenda:

- A presentation on the Budget and CCFS/311Q are being added
- Remove Closed Session 4C: Public Appointment President
- A correction was made to Action Board of Trustees item #4: the date should have read September 17, 2016

The agenda is confirmed as amended.

**III. PUBLIC COMMENTS**

Jon Fernald, Electronic Resources Cataloger/Librarian, addressed the members regarding opposition to extending the contract for the Superintendent/President.

Student Diego Garibay, a student who is blind, read the proclamation for National Disabilities Awareness Month, using his Braille Notes device.

Ms. Amanda Dorta addressed the members regarding support and education for local music and arts. Ms. Dorta was given incorrect information as to when the public comments would begin and arrived at 10:30. She was permitted to address the Board at 11:00, after their break.

**VI. MINUTES:**

There were no corrections to the minutes of the regular meeting of August 16, 2013 and they stand approved.

**VII. REPORTS** (all submitted reports will be included with the minutes)

- A. ASCOD – Eleanor Campbell was present and gave a brief report.
- B. CSEA - Lauro Jimenez was present and gave a brief report.
- C. COLLEGE OF THE DESERT FOUNDATION - Jim Hummer was present and gave a brief report.
- D. ACADEMIC SENATE - Douglas Redman was present and he gave a brief report.
- E. FACULTY ASSOCIATION - Denise Diamond was present and gave a brief report.
- F. C.O.D.A.A. – David Bashore was present and gave a brief report.
- G. COLLEGE OF THE DESERT ALUMNI ASSOCIATION - Gene Marchu was not present but had submitted a written report.
- H. GOVERNING BOARD

**Student Trustee Andrew Campbell** thanked the Board for allowing him the opportunity to attend the Student Trustee Workshop put on by the Community College League. He learned that a student member has the same responsibility as all trustees to make board decisions that benefit the community as a whole, including future students and current students. He is knowledgeable about his student trustee rights and is thankful for the privileges granted him by the Board. He understands the importance of all members reviewing the agenda materials prior to the meeting.

He is currently working on getting ASCOD involved with new student orientation. He would like to see student leaders involved with welcoming new students and informing them about student success and how to get involved in the community and on campus.

He is working on a survey to see how the smoking policy is working. There were some issues with parking at the beginning of the semester but those have been resolved. He attended the nursing pinning and congratulated the nursing students who are moving on to their next goal. He thanked Trustee Sanchez-Fulton for attending Club Rush and Welcome Week activities.

**Trustee Becky Broughton** reported she attended the LVN pinning and commented it is always a very moving ceremony. This is a good time to celebrate our faculty, students and donors. The Indio building now has skin and it is exciting to watch the building take shape. Conversations with SunLine continue and we hope to have a pilot in place for next semester. The TRIO welcome in Mecca was outstanding and she thanked all those involved. The Mecca Boys and Girls club were most gracious to host us. Congressman Ruiz was there and spoke to the hearts of our student and their families. She attended the Board agenda review meeting. This is has been an exciting month and she is glad school is underway.

**Trustee Sanchez-Fulton** started with a quote from Martin Luther King: “the function of education is to teach one to think intensively and to think critically. Intelligence is character and that is the true education”. She attended FLEX days and she thanked Lisa Soccio for putting it on. She attended all 3 days and several of the workshops. She thanked Las Casuelas restaurant for serving lunch and it was her honor to help serve the faculty members.

She met with Ernie Rios from Pathways to Success. She was involved with a warm-up day at Mission Springs Park in Desert Hot Springs for Make a Difference Day. She also had the opportunity to meet Jim Palmer, the CEO of United Way of the Desert, and they talked about ways for College of the Desert and United Way to partner. She attended a Chamber Mixer in Thousand Palms, where she gave an update on College of the Desert. Every month she does a Q & A with the areas she serves and updates the group on what is happening and the great things we are doing at College of the Desert. She attended a Labor Day event, as well as an Indio Chamber of Commerce Mixer at the Coachella Valley Brewing Company ribbon cutting.

She thanked the Girlfriend Factor for their September 12 event. She congratulated Bryanna Czarny, Vice President of ASCOD for organizing a very successful Club Rush. On September 14 she crowned the queen in her parish. The queen is a future College of the Desert student.

**Trustee Bonnie Stefan** attended the following:

- The TRIO event at the Mecca Boys and Girls Club. The message they deliver is that if you work hard you can achieve your goals. Both the Mayor of Coachella and Congressman Ruiz echoed that message.
- President's FLEX message – she was very inspired by the faculty member that spoke of his experiences.
- The LVN Pinning – the list of donors to that program is amazing.
- Sister's Cities presentation of the 911 Remembrance Concert. The concert was very uplifting. She enjoyed both the high school band and the Desert Chorale singing.
- The Girl Friend Factor event
- Will be attending the first meeting of the Foundation board on September 25.

She also mentioned that Amistad High School is having the dedication of their new facility on September 24 in the gymnasium at 9:00 a.m.

**Trustee Aurora Wilson** attended the following:

- LVN Pinning Ceremony
- Sister's Cities 911 Remembrance Concert event
- Girl Friend Factor event
- She has also spent time walking the campus, having lunches with department heads and various administrators and getting to know people.
- Next week there will be an international congressional meeting “Society for Vector Ecology” at the La Quinta hotel. There will be people from over two dozen countries attending, with many college student presentations. She has been working with the

Board's assistant and we have two College of the Desert students that will attend the conference for free.

**Trustee Michael O'Neill** attended the President's FLEX presentation but was unable to attend other FLEX events as he had an emergency at home. He heard that FLEX was great. He attended the following:

- Health benefits presentation and he thanked all those involved with providing great information to faculty/staff.
- LVN Pinning – this is always a moving ceremony.
- Agenda review meeting
- Lunch meeting with Trustee Wilson, Dr. Kinnamon and Tricia Gehrlein from the Clinton Health Initiative. Dr. Kinnamon's staff is looking into furthering our involvement with this group.

He provided the members with a copy of the Accrediting Commission's summer newsletter. This document contains important information about changes to the accrediting standards. He wants the members to be aware of the changes taking place, as the board's involvement is critical.

He reported that a former trustee Mr. John McFadden passed away last month. His passing prompted a search for all Trustees and a list of those Trustees is in each member's packet today. In the history of the college there have been only 31 Trustees. This made him realize how very important this job is as the Board represents a long-term impact on the community, students, and staff. He doesn't think the college, as an institution, has kept our history very well. He and Dr. Kinnamon have discussed this and will decide on a way to honor these individuals in the new board room.

He attended the bond meeting and is very impressed with the commitment of each member. He reported that the Chair, Larry Cohen, has fulfilled his term as Chair, but will remain on the board. Chair O'Neill thanked Mr. Cohen for his leadership and hard work. The new Chair will be Geoffrey Kiehl and Kenneth Eklund will be Vice Chair. This committee does not want to be a rubber stamp committee and Chair O'Neill applauds them for that. This committee has asked to see a project and follow it from beginning to end so they are aware of what we are doing and how we are doing it.

## **VIII. ADMINISTRATIVE REPORTS**

### **1. Superintendent/President**

Dr. Kinnamon agreed that FLEX was a great event. The surprise presenter spoke to what we are all about. He echoed the Academic Senate President's comments that we are in the process of greater and improved communication and transparency and working together. This work is a calling and it is an honor to be in public education. Student needs in this community are great and it will take us all working together to address those needs.

He had the pleasure of attending a conference called Alignment Nashville. We are one of six regions throughout the United States that are expanding and looking at what Nashville has done.

They went from 58% of high school graduation to 80% in 5 years. He learned the average age of gang members has increased from 16 to 22 in the last 5 years. This group looks at determining how we can align our resources so we can be assured this community has the education that is needed, knowing it will contribute to the economic vitality. This will have a significant societal impact to the local community. Our K-12 superintendents attended as well and he was pleased to attend with them and is very excited about COD's role in the process.

We have a regional plan: Coachella Valley Regional Plan for College and Career Readiness and he encouraged everyone to go online and look at it. This is a plan that our K-12 system, together with COD, has developed and as we implement this it will have a significant impact on students that come to us. Alignment Nashville has been very successful in education they are using the same strategy for healthcare and other areas critical within the community.-

Dr. Kinnamon acknowledged Mr. Don Berz and Dr. Jim Buysse. They are symbols that this is a calling and neither one of them need to be in the role they are in and he is appreciative of their contributions to College of the Desert.

Trustee Sanchez-Fulton thought it was wonderful that we can participate in Alignment Nashville. She encouraged the other members to participate in future events.

## **2. Interim Executive Vice President Student Success/Student Learning**

Mr. Don Berz distributed a report on enrollment data and reviewed it with the members. This is a result of our census, the third week of school. We have 10,381 unduplicated students. This is a 2.8% increase over last fall and we have increased our instructional course offerings by 6.1% over the previous fall. He continued reviewing the handout, which is attached below.

Mr. Berz is working with the Dean's to put together a plan which provides the educational pathways that are responsive to the needs of the students. These students will be able to get their general education, their transfer to Cal State, and their Associate degrees and/or certificate. Under the enrollment management plan we have decided we will incrementally grow the outreach sites. The Deans have been working as a team to have this plan in place for spring. There is concern about the attrition rate that occurs between the time the students register to census. These numbers will be much higher if we can attend to other changes in the way we do things. The culture of student behavior, as it relates to the student securing their education and meeting their goals, is to a large extent determined by our behavior. This may mean changing some of our practices in the way we do business, such as registration and other "front end" processes. This is also part of the student success agenda.

Trustee Broughton was pleased to know there is a plan to grow and agrees it has to be incremental. This also gives students the knowledge that these changes are coming. She requested reports on the progress of the plan. Mr. Berz thanked Dr. Nery, Executive Dean of Institutional Effectiveness, Educational Services and Planning, for her work in supplying this timely and validated data. Trustee O'Neill thanked Mr. Berz for the format of the report as it is very clear and easily understood.

Trustee Wilson referenced an article in the Press Enterprise that showed several community colleges in the Inland Empire listing their enrollment numbers and number of classes added last year compared to this year. She asked Mr. Berz if he had that data. Mr. Berz said that in this particular article all but two colleges were above last year's numbers. We are above the state average as well. The data in the newspaper came from a survey in the Chancellors' Office during registration. Our data was from census and was even higher and the Chancellor's data was from different points in time. Trustee Wilson asked if the board could have a written report next month. Mr. Berz will provide that data.

The members took a five minute break.

**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.**

**A. HUMAN RESOURCES**

1. Employment Group C Appointments
2. Volunteers
3. Additional Days Assigned – Faculty
4. Employment Group A Appointments – Classified
5. Change in Assignment – Classified
6. Resignations
7. Termination – Classified
8. Working Out-of-Class

**B. ADMINISTRATIVE SERVICES**

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

**C. STUDENT SUCCESS & STUDENT LEARNING**

1. Memoranda of Understanding

**Motion** by Trustee Stefan, second by Student Trustee Campbell, to approve the consent agenda as presented.

**Discussion**: None.

**Vote**

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

Motion carried unanimously.

**X. ACTION AGENDA**

**A. BOARD OF TRUSTEES**

1. Board Member Travel

**Motion** by Student Trustee Campbell, second by Trustee Wilson, to approve the travel as presented.

**Discussion:** Student Trustee Campbell asked if this was the Student Trustee conference. Chair O’Neill said this is the Community College League’s annual conference. The Chair also explained that the Board’s travel budget has been reduced the last several years from \$50,000 down to \$10,000 due to the budget issues. He said it is evident they cannot function on a \$10,000 budget and do all the continuing education they are required to do as a Board. The Accrediting Commission requires Boards to attend continuing education conferences. He had asked Dr. Kinnamon if the Board could double their travel budget for this year and now each member has \$4,000 for the 2013-2014 year in order to attend the various conferences. This amount may need to be increased further. The Board is also encouraged to do the various online trainings through the League.

Student Trustee Campbell asked if the Student Trustees travel was also covered. Chair O’Neill said that the Student Trustees travel comes from the Student Development budget.

**Vote**

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

Motion carried unanimously.

2. Revised Administrative Procedure 2105: Election of Student Member

**Motion** by Trustee Broughton, second by Trustee Stefan, to approve the revised procedure as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

3. 5-year Review of Board Policies & Administrative Procedures

**Motion** by Trustee Stefan, second by Trustee Broughton, to accept the 5-year review as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

4. Extension of Contract

**Motion** by Student Trustee Campbell, second by Trustee Stefan, to approve extension of contract as presented.

**Discussion:** Student Trustee Campbell asked why we are extending the contract. He received the agenda only five days ago and has not had a chance to bring this to ASCOD. The President has been here only one year and three months and he feels it is not long enough to see how he is doing. He would like to postpone this to the next meeting.

**Motion** by Student Trustee Campbell to postpone this item to the next meeting. The motion died for lack of a second.

Trustee Broughton spoke to a concern she had heard as to why we are voting on this in September, as opposed to the end of the fiscal year. She feels that faculty has often felt the Board did business in the summer so faculty would be excluded. This was scheduled for today’s meeting, agendaized and faculty has the right and privilege to speak to these types of items. It seemed fair to discuss this today as we are back in session and not under the cover of summer.



Chair O'Neill said he initiated this item. He agreed with Trustee Broughton that the Board has been criticized in the past for doing things in the summer. He wanted people to have the opportunity to comment, which they have done. He also wanted the Board to discuss it, hence it was an Action item. He thinks Dr. Kinnamon came into a crisis situation and those crisis escalated with each passing week. The Chair thinks President Kinnamon worked admirably in the various crisis situations and felt we owe him the opportunity to show what he can do without a crisis. There is a major reorganization underway and these take time to implement. This extension gives Dr. Kinnamon the time to make his vision a reality. The Board does a constant evaluation of him and it is the board's responsibility to hire, evaluate and support the Superintendent/President. This item shows the Board's support of not only the Superintendent/President, but to the faculty and staff and it gives a sense of continuity.

**Vote**

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

Motion carried.

5. Proclamation: National Disabilities Awareness Month

**Motion** by Trustee Sanchez-Fulton, second by Student Trustee Campbell, to approve the proclamation as presented.

**Discussion:** Chair O'Neill thanked student Diego Garibay for his outstanding presentation earlier.

**Vote**

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

Motion carried unanimously.

C. **PRESIDENT**

1. Revenue Generating Agreement

**Motion** by Trustee Broughton, second by Trustee Stefan, to approve the revenue generating agreement as presented.

**Discussion:** Trustee Broughton asked for additional information about this item. Mr. Berz acknowledged those that initiated this agreement; Dr. Kinnamon, Catherine Levitt, Pam Hunter and John Jaramillo.

Pam Hunter, Executive Director Institutional Advancement, and John Jaramillo, Dean School of Applied Sciences & Business, addressed the Board. Ms. Hunter acknowledged Ms. Levitt, an adjunct faculty member that initially brought her relationship with the USIGA and her idea of what could be to Dr. Kinnamon's attention. Dr. Kinnamon directed Ms. Hunter and Dean Jaramillo to make it happen.

Dean Jaramillo said that after initial discussion with the USIGA and specifically Dr. Kwong, this contract is about the USIGA guaranteeing 30 international students from China to enroll in our golf program. The goal is for the students to complete their associate's degree in 2 years and then transfer to Cal State San Bernardino for their business degree. China has 400,000 openings in the golf industry at the pro and superintendent level. The students will be working with our International Education Program and the Intensive English Academy. PaCE will be the liaison for College of the Desert and the contract provides for payment of \$2,000/month to PaCE.

Mr. Jaramillo said we envision this as the start to these types of contracts. We would like to see more professional development activities related to the golf, tourism, and the hospitality industry, not just for the valley but anyone with a need.

Ms. Hunter commented that in the last several years of budget development it has repeatedly been discussed to look at additional revenue opportunities for the college that are not about the traditional FTE. This is a significant step in that direction and is indicative of what contract education can do for College of the Desert and indicative of what happens when people work across lines of responsibility and collaborate. This is based on the vision that Dr. Kinnamon has set, not only for contract education and destination education, but also to work together to make things happen.

Trustee Broughton asked how we ensure we have the seats for these students. Mr. Jaramillo reported that the golf course management course usually have the space for additional students but the contract provides we could open additional sections if needed. The goal of USIGA is not to create a cohort that goes through a class by themselves. They would prefer the students are dispersed across the campus. Trustee Broughton agreed this is better for both these students and the college as it gives us both diversity.

Trustee Sanchez-Fulton agreed it is a great program but had a question on item six in the contract regarding whether we must hire additional staff. Her concern is overloading faculty and staff. Ms. Hunter said the staffing structure is being evaluated at PaCE and there will be changes over the next several months as to how we staff PaCE. They will make sure that no one is overloaded.

Trustee O'Neill asked what the potential impact is on our International Education Program (IEP). Ms. Hunter reported that IEP is set up to handle and the money generated from this contract would support any additional resources needed.

Trustee Wilson asked how many PaCE staff we currently have. Ms. Hunter said there is no permanent staff at this time. They are bringing in temporary staff to assist and are looking at how to reorganize the staffing structure to accommodate existing contracts, as well as future opportunities.

Trustee Sanchez-Fulton expressed concern that this MOU extends through 2018. She thought since this is a pilot program we should consider shortening the length of the MOU. Ms. Hunter said that staff did talk about this as a pilot but USIGA wanted five years. They trust us and know us well and it was important to them to have the five years, as the students need to know there is a long-term commitment. This is very beneficial to the college. Mr. Jaramillo said the fees are tied to the current fees and if our international student rates go up so does the contract fee.

Ms. Hunter said we expect to see students starting the spring semester 2014 for the Intensive English Academy and fall 2014 for the golf management students.

Dr. Kinnamon acknowledged the work of Cathy Levitt, John Jaramillo and Pam Hunter on this project. He commented that as we look at the possibilities for destination education we need additional faculty and with destination education it gives us a revenue stream we can rely on.

Trustee Wilson asked if this was a contract and not an MOU. Ms. Hunter said it is a contract and Dr. Buysse said the terms are used interchangeably. This document references another MOU and the members will receive a copy of that original correspondence.

Trustee Sanchez-Fulton asked what happens if there is a crisis in China. Ms. Hunter said the contract guaranteed payment for 30 students regardless of how many they send. Trustee Sanchez-Fulton also noted there are no conditions relative to USIGA's failure to pay. Trustee O'Neill said the language doesn't have to be stated as there is an indemnity clause.

**Vote**

Yes: Andrew Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson

No: None

Absent: None

Abstain: None

Motion carried unanimously.

**D. HUMAN RESOURCES**

1. Resolution 092013-2: Classified – 60 Day Notice of Position Elimination

**Motion** by Trustee Broughton, second by Trustee Stefan, to approve the resolution as presented.

**Discussion:** Mr. Dupree stated this item is to lay off a position that has a certain number of hours attached to it due to reduction in funding. We will re-create a position with fewer hours.

He has met with CSEA regarding this and the plan is to word it in such a way that if the funding source returns it can be changed.

**Roll Call Vote**

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

Motion carried unanimously.

**E. FISCAL SERVICES**

1. Public Hearing 2013-2014 Final Budget

A public hearing was opened.

Student Amanda Dota asked if there is money set aside for public benefit corporations or charities in the community. Dr. Buysse there is no set-aside for this and we must be cautious about a gift of public funds. The Board is free to entertain proposals.

The public hearing is now closed.

**XI. CLOSED SESSION 12:00 p.m.**

1. **CONFERENCE WITH LABOR NEGOTIATOR**, Pursuant to Section 54957.6; unrepresented groups & labor unions on campus include CTA, CODAA, and CSEA; Agency Designated Representative: Mr. Stan Dupree
2. **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION: Section 54956.9 (d)(2/3/4)** Specify number of potential cases: 6
3. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 664 190 021

Agency Negotiator or Designee: Dr. Joel Kinnamon

4. **PERSONNEL**
  - a. **PUBLIC EMPLOYEE APPOINTMENT**  
(Government Code Section 54957)  
Title: Vice President, Administrative Services
  - b. **PUBLIC EMPLOYEE APPOINTMENT**  
(Government Code Section 54957)

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

**XII. CLOSED SESSION REPORT**

1.Motion by Trustee Broughton, second by Trustee Stefan, to authorize President Kinnamon to enter into an employment agreement to appoint Stan Dupree, Executive Director Human Resources and Labor Relations with expanded duties of Risk Management and the Ride Share Program, effective October 1, 2013 through June 30, 2016. The adjusted placement of the Executive Director to Range XIII Step IX. The motion carried with 5 members voting in favor and 0 members opposed.

2.Motion by Trustee Stefan, second by Trustee Broughton, to authorize President Kinnamon to enter into an employment agreement to appoint Lisa Howell as the Vice President, Administrative Services, with a projected effective date of October 2, 2013 through June 30, 2016. The placement of the Vice President, Administrative Services to Range XIV, Step X. The motion carried with 5 members voting in favor and 0 members opposed.

Dr. Kinnamon introduced Lisa Howell. Ms. Howell has over 30 years of public education finance experience. She has come through many levels and is currently the Assistant Superintendent for Finance with Palm Springs Unified. She has worked extensively on bond programs and the traditional fiscal matters. Dr. Kinnamon is very pleased she will be joining College of the Desert. He commented that he was with her Superintendent and Board President attending the Nashville conference and both commented on her abilities.

Ms. Howell said she is honored to be here and she looks forward to the opportunity.

Dr. Kinnamon also introduced Mr. Stan Dupree. Mr. Dupree has been serving as the interim in the position and Dr. Kinnamon is very proud of his work this last year with labor negotiations. Mr. Dupree thanked Dr. Kinnamon and said how pleased he was as this is the only place he wants to work.

Trustee O'Neill commented the college was in the midst of the President search when our Executive Director of Human Resources resigned and we were fortunate that Mr. Dupree stepped up and took over. He has done an outstanding job and we appreciate what he did during that difficult time.

Trustee Sanchez-Fulton commented that she is grateful to Mr. Dupree as he greeted her with open hand and introduced her to College of the Desert.

**E. FISCAL SERVICES** Cont'd

2. Fiscal Year 2013-2014 Final Budget

**Motion** by Student Trustee Campbell, second by Trustee Stefan, to approve the final budget as presented.

**Discussion:** Dr. Buysse presented a Power Point and reviewed the budget with the members. He commented he is trying to make the budget a more useful tool for administrators.

Trustee Sanchez-Fulton thanked Dr. Buysse for this comprehensive presentation. This is the third time she's heard it and understands it. The other members agreed and thanked Dr. Buysse as well.

**Vote**

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

Motion carried unanimously.

3. 2012-2013 CCFS-311Q/Quarterly Financial Status Report

**Motion** by Trustee Broughton, second by Trustee Stefan, to approve the CCFS-311Q as presented.

**Discussion:** Dr. Buysse explained this is part of the quarterly reporting process for the Chancellor's office and gives the Chancellor's office information on what is going on in each district. The basic structure is to show recent history and how we closed out the year. Our fund balance is in good order and our cash looks great. Much of this is tied up in redevelopment monies. College of the Desert is in very good shape and has a good solid base to move forward.

Trustee O'Neill thanked everyone for all they did to keep us fiscally sound.

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

Motion carried unanimously.

4. Resolution 092013-1 Appropriations Subject to Proposition 4 GANN Limitation

**Motion** by Student Trustee Campbell, second by Trustee Stefan, to approve the resolution as presented.

**Discussion:** Dr. Buysse said this GANN limit was instituted years ago and every community college district has to complete this on an annual basis. There is a series of calculations each district must do to determine what the GANN (tax) limit is. The limit for GANN is \$57.5M and we are well below the limit.

**Roll Call Vote**

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

Motion carried unanimously.

6. Notice of Intent to Award Contract for Stagecraft Shop Project – Bid Package 1  
General construction

**Motion** by Trustee Stefan, second by Trustee Wilson, to approve the intent to award contract as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

7. Notice of Intent to Award Contract for Applied Sciences Building Project – Phase 2 –  
Bid Package 20 – Electrical, Fire Alarm & Site Electrical

**Motion** by Student Trustee Campbell, second by Trustee Stefan, to approve the intent to award contract as presented.

**Discussion:** None.

**Vote**

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

Abstain: None

Motion carried unanimously.

#### 8. Notice of Intent to Award Contracts for the Visual Arts Project

**Motion** by Trustee Wilson, second by Trustee Broughton, to approve the intent to award contract as presented.

**Discussion:** None.

#### **Vote**

Yes: Andrew Campbell, Becky Broughton, Michael O'Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan, Aurora Wilson

No: None

Absent: None

Abstain: None

Motion carried unanimously.

### **XI. ITEMS OF INFORMATION**

1. 5-Year review of Administrative Procedures

### **XII. SUGGESTIONS FOR FUTURE AGENDAS**

**Student Trustee Campbell:** Nothing.

**Trustee Wilson** would like a presentation from Dr. Klute from UCR with regard to the STEM program. She also asked if we work with the city on the arts in public places. Ms. Hunter said we do. Mr. Renew also said we have spaces for art in public places.

**Trustee Sanchez-Fulton** requested a presentation or seminar on human trafficking. She also requested information on Higher One. She also thanked Steve Renew for following up on the flag.

**Trustee Stefan** had no suggestions but thanked all those that gave such informative reports.

**Trustee Broughton** would like to hear more about problems and successes with registration, the changes in the priority registration process. She would also like a discussion on the 50% rule as it is important for the trustees to know what this is.

**Trustee Michael O'Neill** thought the Board should be aware of the process for hiring faculty, not to be involved, but to know how it is going to happen.



### **XIII. STUDY SESSION**

#### 1. Facilities Update

Steve Renew, Director of Facilities, presented a Power Point on the Bond projects and gave the members an overview of what has been done and what is planned.

Trustee Sanchez-Fulton asked about the Desert Hot Springs learning center. Mr. Renew reported we have signed the MOU for the site and we have some initial estimates and a sketch of what that funding could do. Dr. Kinnamon said we are working to get an appraisal on the site in order to see what the programming would be and what type of infrastructure needs we need from the city.

Student Trustee Campbell would like to see more lighting around the campus showing off the names of the various buildings.

Trustee Wilson commented that the City of Indio is well known for their murals and she asked if there has been any discussion on having a mural on any of the outside walls of the Indio building. Mr. Renew said to his knowledge there has been no discussion about this. He reported the materials on the outside of the building are easily maintained. There is a large lobby area with a large wall that would be great for a mural.

#### 2. Board Self-Evaluation

The members reviewed the compilation. Chair O'Neill said the compilation is the result of taking everyone's scores, adding them together, and averaging that number. Member comments were also listed. Overall the scores show the Board as a whole is doing well. He referenced the section listing the priorities for the coming year. This is the only area he edited as there were repeated comments so he combined them. He said the Board must do their goals in the next few months.

### **XIV. BOARD COMMENTS**

**Trustee Broughton** has no additional comments.

**Trustee Stefan** invite everyone to Amistad next Tuesday at 9:00 for the grand opening of the new school. She also thanked Chair and Vice Chair for all the updates the board has received.

**Trustee Sanchez-Fulton** said there will be a State of Riverside County on September 25 at the Palm Springs Convention Center. There will be a SunLine board meeting on the 25<sup>th</sup> as well. She mentioned the Learning in Retirement program coming up with registration on October 11 & 18. These will be 8-week sessions and participants can register for five topics for \$50.00. Their website is [lirpalmdesert.com](http://lirpalmdesert.com).

**Trustee Wilson** announced that the County Board of Supervisors will be holding one of their board supervisory meetings in the Coachella Valley at the Coachella Valley Water District in

Palm Desert. She also offered her thanks to the Board's Executive Assistant, Lee Ann Weaver, for all of her help.

**Student Trustee Campbell** thanked Dr. Kinnamon for taking time out of his busy schedule for meeting with him. He also thanked Don Berz for opening his door to talk with him.

**Trustee O'Neill** commented on the Communication Open House that happened during FLEX. The Bond Committee had said they would have liked to attend but one hour notice was not sufficient to do so. Dr. Kinnamon clarified that the open house was a part of FLEX and not an official opening of the building.

He also said he would be adjourning the meeting in honor of former Trustee John McFadden. He suggested the Board consider reading these types of statements should happen earlier in the meeting as there are few people present at the end of the meeting.

---

**XVI.** Trustee O'Neill made the following statement:

*Mr. John (Jack) McFadden passed away in August. Mr. McFadden was a long-time resident of the Coachella Valley who spent much of his free time in service to the community. From 1973 to 1984, eleven years, he was a member of the Board of Trustees of the Desert Community College District, College of the Desert. He twice served as Chair of the Board, first in 1977-1978 and again in 1980-1981.*

*In addition to his eleven years on the Board of Trustees Mr. McFadden was involved in many other community activities including, to name just a few:*

*President Palm Springs Chamber of Commerce*

*President United Way*

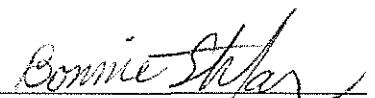
*President Palm Springs Cemetery District*

*Chairman Coachella Valley Water District Board of Directors*

*Mr. McFadden's daughter, Lisa McFadden, has been a member of the College of the Desert community for many years and is currently the International Education Program Counselor. On behalf of the Board I would like to extend our condolences to Lisa and the members of her family.*

*In honor of Mr. Jack McFadden's many years of devoted service to the Desert Community College District, College of the Desert, the Board of Trustees September 20, 2013 meeting is being adjourned in his honor.*

Meeting adjourned at 4:00 p.m.



By: Bonnie Stefan, Clerk

## Academic Senate Board Report September 2013

Classes are in full swing and the campus is alive again with students! It was an interesting first few weeks. The registration process seemed to have some points of tension. It was hard to find parking, still a bit of a struggle, but things are starting to settle down and Faculty are hard at work, doing what we do best: educating, training, counseling and assisting our students on their educational journey.

### Standing Senate Committees Update:

- Curriculum Committee has hit the ground running and appointed a new Chair, Dr. Carl Farmer
- Educational Policies, Chaired by Dr. Darlene Romano, is going to take a long hard look at the registration process and the Student Success Initiative coming down from the State
- Outcomes and Assessment Committee, Chaired by Bert Bitanga, is being proactive in clarifying and streamlining the PRU form and process.
- Faculty Development, Chaired by Dr. Lisa Soccio, is starting the process of the upcoming flex and getting out the pertinent information for sabbatical leave procedures for the upcoming year
- Ed Tech, Chaired by Felix Marhuenda-Donate, is helping to keep our College up to date with technology and beginning the process for revising our outdated Educational Technology Plan.

Much has happen since my last report. On August 9<sup>th</sup> the Senate Executive Cabinet and Administration held separate planning retreats in the morning. Then in the afternoon we met as a group with the Senate Executive team, the Deans and Dr. Kinnamon's Executive Cabinet for a joint planning session. It was great to get everyone together and the starting point for the ongoing effort to increase trust and communication.

On August 29<sup>th</sup>, Beth Smith, President of the ASCCC and Scott Lay of the CCLC were invited to deliver a presentation on the "Participatory Governance" better known as the "10+1". In attendance were: Dr. Kinnamon's Cabinet, the Deans, the Department Chairs and the Senate Executive Cabinet. While other groups would benefit from a similar presentation we felt the focus would be diluted if the group were too large.

Just recently, there was a meeting with the Deans, the Senate Executive Cabinet and the Department Chairs to discuss PRUs, and the prioritization of equipment and the faculty hiring prioritization process. While there is tension between parties at times I am pleased with the progress of our trust and communication. But there is more progress to be made.

There is quite a list of hiring committees the Senate has participated with and is in the process of filling:

- Vice President of Business Affairs
- Chief of Staff
- Director of Counseling
- Director of Institutional Research
- Director of Kinesiology
- Director of Educational Centers
- Director of Fiscal Services
- Director, Fund Development Annual Giving & Memberships
- Director, Development Planned Giving Grants & Donor Relations
- Executive Vice President

While I will not argue against the necessity of these administrative positions, we are willing to trust Dr. Kinnamon's plan, I must say this, and I believe Dr. Kinnamon agrees: we need to hire full-time, tenure track faculty. There are programs without a full-time faculty member to guide them, holes left from retirements and departures over the last number of years which have been difficult economically, and there are programs that have grown and clearly need the support of additional full-time faculty. For the progress of this Institution, for the success of our students, we need to hire full-time faculty.

Report from CODFA to Board of Trustees 9/20

1. Introduction of President- Denise
2. Mtg of Faculty Association
3. Concerns about Faculty Hires, Budget \$
4. Answering any Questions

Desert Community College District  
Board of Trustees Meeting  
September 20, 2013  
CODAA Report

Fall Semester has gotten off to a good start with many adjuncts returning and many new adjuncts coming on board. But once again, many classes were full-to-overflowing and far too many students had to be turned away.

Our two Fall Flex programs for adjuncts were well attended.

All adjuncts slots on Senate committees have been filled and adjunct participation in college governance is at a very high level.

We are eager to complete the two negotiations items left over from last year and hope that an agreement can be reached quickly.

- ASCOD had a great turn out at Club Rush and Welcome week. ICC signed up 826 new members total between 25 clubs participating. ASCODs welcome week gifts consisted of water bottles because we live in the desert and Flash drives and back packs what every student needs and two tablets. The student who received the two tablets are Larry Rouse and Monica Bustamante.
- ASCOD has appointed students to our campus committees which intern they will attend as serve as ASCOD represent ivies and report back to ASCOD to ASCOD meetings.
- ASCOD leaders who have posted office hours are Student Trustee, myself ASCOD President and Vice President these hours are posted on the office window.
- On Friday September 13, 2013 ASCOD had the pleasure of hosting Region 9 meeting here on our campus they were warmly welcomed with lunch then preceded to business. I would like to thank the Office of Student Life for all their help with getting everything set up and taken down.
- ASCOD is currently working on a Student operated blog which I cannot disclose any further information unlit the committee has meet and reported back to ASCOD.
- ASCOD is excited and ready to participate in this year's SSCCC and CCCSSA leadership conferences so that we may expand our knowledge

## **COD Board of Trustees**

### **Alumni Association Report September 17, 2013**

The Alumni Association's Street Fair made it through the summer. I was difficult to relocate the Street Fair to the Fred Waring entrance side of the campus. In the last eleven years the Street Fair has been relocated six times. There was difficulty with entering the campus and locating the Street Fair due to the City of Palm Desert's road construction on Fred Waring and Monterey Avenues. There was a time for about seven weeks customers and merchants could barely find our Alumni Center building due to campus construction. Yet, the Street Fair survives and it looks like we will have a good start on this fall season. The office and Street Fair team did a wonderful job through all these changes.

The other day I was able to calculate a very close figure to how much money the COD Alumni Association has provided in scholarships. In 30 years, the Alumni Association has provided over \$ 4 million in scholarships to COD students.

The Alumni Association will host its annual membership Homecoming BBQ on Saturday, October 12. It will also host the annual Cheerleader Homecoming Reunion.

I will be on vacation and will not be able to attend your next meeting. Thank you for all your support. *Gene Marchu*

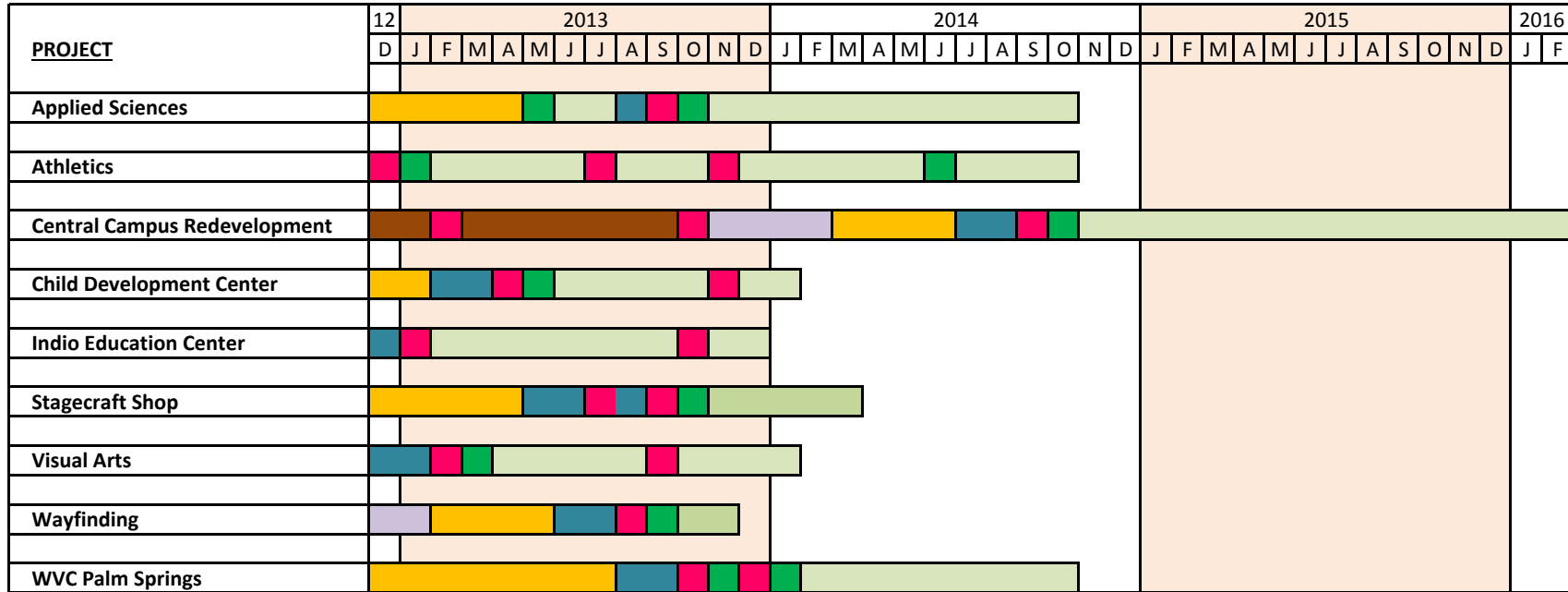




# Desert Community College District Capital Improvement Program

## BOARD OF TRUSTEES REVIEW OR APPROVAL MILESTONES

### 2012 - 2016



LEGEND	
<span style="display: inline-block; width: 15px; height: 10px; background-color: #ff0066; border: 1px solid black;"></span>	Board of Trustees
<span style="display: inline-block; width: 15px; height: 10px; background-color: #804020; border: 1px solid black;"></span>	Pre-Design/Schematic Design/Design Development
<span style="display: inline-block; width: 15px; height: 10px; background-color: #c0c0e0; border: 1px solid black;"></span>	Construction Documents
<span style="display: inline-block; width: 15px; height: 10px; background-color: #ffcc00; border: 1px solid black;"></span>	DSA Review
<span style="display: inline-block; width: 15px; height: 10px; background-color: #4682b4; border: 1px solid black;"></span>	Bidding
<span style="display: inline-block; width: 15px; height: 10px; background-color: #008000; border: 1px solid black;"></span>	Start of Construction
<span style="display: inline-block; width: 15px; height: 10px; background-color: #c0c080; border: 1px solid black;"></span>	Construction

Document Date	
Revised:	Sep. 11, 2013



COLLEGE  
*of the* DESERT

# Capital Projects Report

*to the*

## Board of Trustees

September 20, 2013

EISPRO

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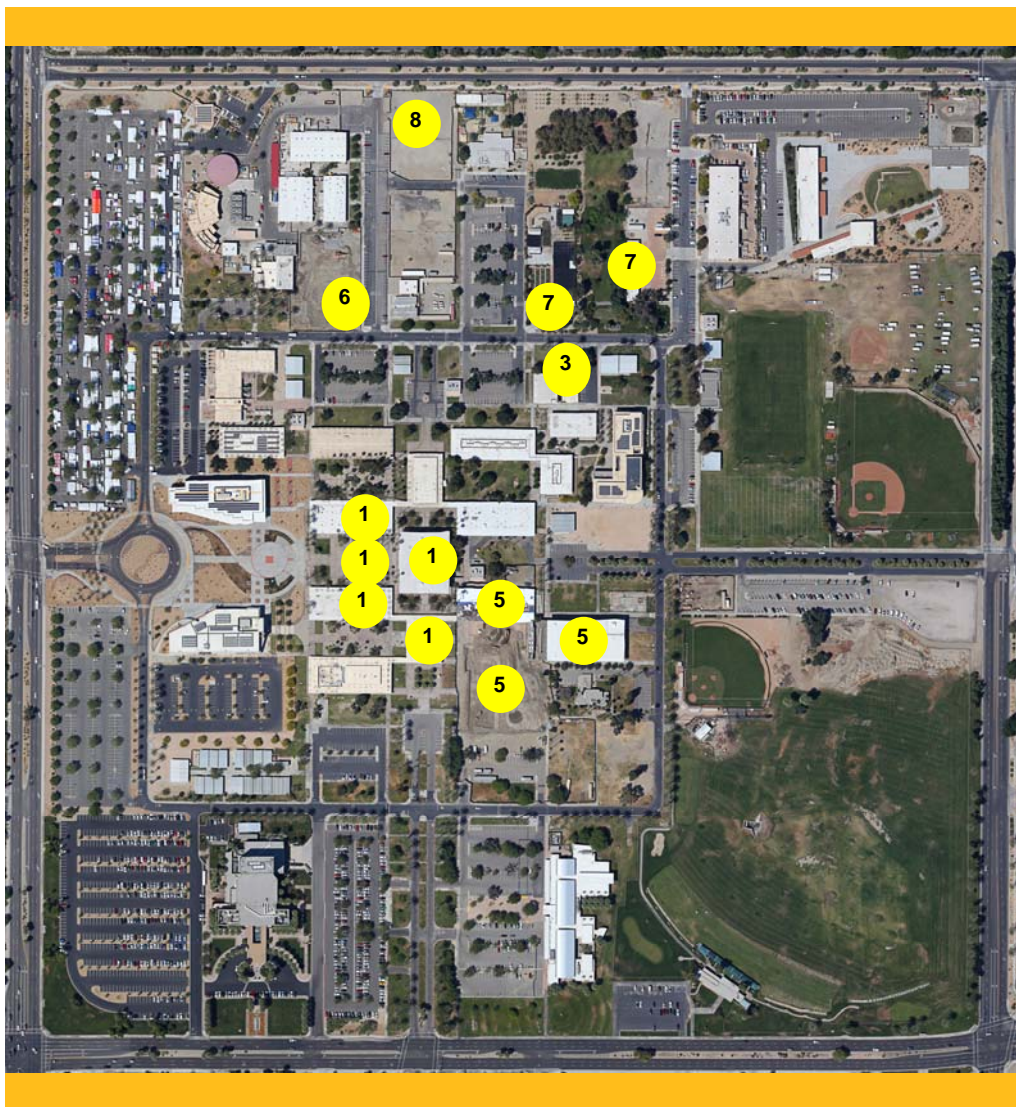
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## Projects in Programming & Design

- 1 Central Campus Redevelopment
- 2 West Valley Campus - Palm Springs (Not Shown)
- 3 Stagecraft Shop

## Current Construction Projects

- 4 Indio Education Center (Not Shown)
- 5 Athletic Facilities
- 6 Visual Arts
- 7 Applied Sciences
- 8 Child Development Center



# PROJECTS IN DESIGN . . .

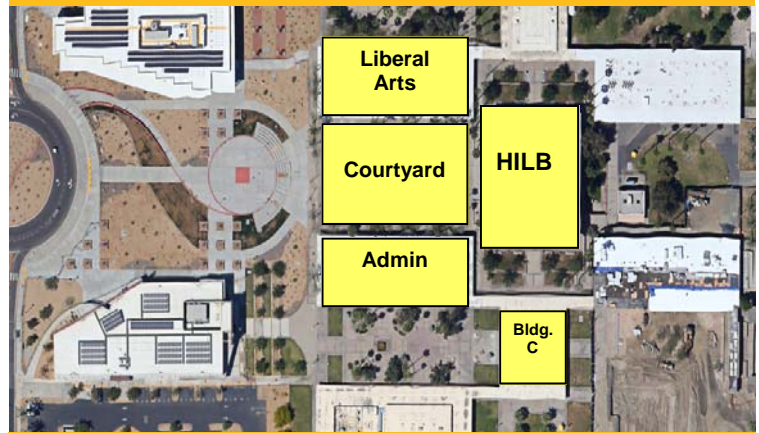
- Project Status Reports

# CENTRAL CAMPUS REDEVELOPMENT

## PROJECT STATUS REPORT

### DESIGN

- 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

Complete renovation of 4 buildings and the central campus fountain plaza. The renovations will prepare spaces to consolidate all administrative functions together and return the Hilb Learning Resource Center/Library to its central role as a research, study and tutoring facility.

- Total Project Budget ..... \$37,550,000
- Project Square Footage (GSF) ..... 66,526 SF
- Funding Source ..... Measure B
- Construction Start ..... Summer 2014
- Targeted Completion ..... Spring 2016

### Sustainable Features

- Will be minimum LEED Silver certified

### Project Update

- Architect/Engineer Design Development documents in review.

# WEST VALLEY CAMPUS - PALM SPRINGS

## PROJECT STATUS REPORT

### DESIGN

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



### Fast Facts

Construction of a new LEED Gold free-standing 50,393 s.f. 3 story Administration Building , 3,200 s.f. single story DEEC Storage Building and 5,900 s.f. single story Central Utility Plant, & 163 space on-site parking which includes a bus drop-off area. Project will provide educational opportunities to the student population of the western service area of Palm Springs.

- Total Project Budget ..... \$43,000,000
- Phase 1 Project Square Ftg (GSF) ..... 50,000 sq.ft.
- Funding Source ..... Measure B
- Construction Start ..... Fall 2013
- Targeted Completion ..... Winter 2014-2015

### Sustainable Features

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

### Project Update

- Schedule revised based on job progress.



## PROJECT STATUS REPORT

### DESIGN

- **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

New facility that directly supports Theater Arts functions held on campus. Spaces include a scenery workshop, full costume shop, makeup studio with cast changing facilities, and music/vocal practice rooms.

- Total Project Budget ..... \$2,135,000
- Project Square Footage (GSF) ..... 3,346 sq.ft.
- Funding Source ..... Measure B
- Construction Start ..... Summer 2013
- Targeted Completion ..... Winter 2013-2014

### Project Update

- Bids received and Notices of Intent posted to Board Agenda.



# PROJECTS IN CONSTRUCTION . . .

- Project Status Reports

# INDIO EDUCATION CENTER

## PROJECT STATUS REPORT

### CONSTRUCTION

- **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

New 3 story building in Indio with classrooms, administration, offices, and commercial retail space. It will provide permanent school space for the COD Indio classes that are currently being held in leased space, and will allow for additional science and laboratory classes that are so impacted at the Palm Desert campus.

- Total Project Budget . . . . . \$23,000,000
- Project Square Footage (GSF) . . . . . 40,000 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Fall 2012
- Targeted Completion . . . . . Winter 2013-2014

### Sustainable Features

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



# INDIO EDUCATION CENTER

## PROJECT STATUS REPORT

### CONSTRUCTION

#### Fast Financial Facts

- Total Project Budget ..... \$23,000,000
- Construction Budget ..... \$16,000,000
- Expenditures To Date..... \$ 9,405,813
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 41%
- Percent Complete of Construction..... 45%

#### Project Update

- Installation of building plumbing and HVAC systems continues.
- Installation of electrical back boxes and conduits continues.
- Wall and soffit framing continues.
- Installation of exterior wall board and interior gyp board continues.
- Installation of stairs continues.
- Installation of door frames continues.
- Over-excavation of remaining parking lot commenced.
- Concrete curbs for HVAC equipment on the roof commenced.



## PROJECT STATUS REPORT

### CONSTRUCTION

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



### Fast Facts

New gymnasium, team rooms, restrooms, shower/locker rooms and maintenance facilities for the Physical Education and Athletics programs, as well as renovation of an initial structure to accommodate weight training, multipurpose rooms and faculty/staff offices for the Physical Education and Athletics programs for the campus. New tennis facilities and athletics quad.

- Total Project Budget . . . . . \$23,115,238
- Project Square Footage (GSF) . . . . . 26,840 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Winter 2012-2013
- Targeted Completion Phase 1 . . . . . Summer 2014
- Targeted Completion Phase 2 . . . . . Summer 2015

### Sustainable Features

- Will be minimum LEED Silver certified

## PROJECT STATUS REPORT

### CONSTRUCTION

#### Fast Financial Facts

- Total Project Budget ..... \$23,115,238
- Construction Budget ..... \$15,987,000
- Expenditures To Date..... \$ 9,582,402
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 41%
- Percent Complete of Construction..... 28%



#### Project Update

- Gym foundations complete.
- Sandblasting of Fitness Center (FC) exterior elements complete; Architect to address resultant exposure of re-bar.
- Location of score board equipment to be determined.
- Revised gym floor striping diagram in review.
- FF&E purchase in process.
- Acrylic plaster application to Fitness Center in process.
- Installation of HVAC hanging units at the FC interiors commenced.



## PROJECT STATUS REPORT

### CONSTRUCTION

• 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

New building with offices, a multi-purpose classroom, new lab space for 2D art, photography, ceramics & screen printing classes, a wood shop, and a large outdoor yard for kilns and 3D art. It will allow the Art programs to relocate into spaces designed specifically for these programs.

- Total Project Budget . . . . . \$8,515,353
- Project Square Footage (GSF) . . . . . 13,710 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Spring 2013
- Targeted Completion . . . . . Spring 2014

### Sustainable Features

- Will be minimum LEED Silver certified



## PROJECT STATUS REPORT

### CONSTRUCTION

#### Fast Financial Facts

- Total Project Budget ..... \$ 8,515,353
- Construction Budget ..... \$ 6,075,000
- Expenditures To Date..... \$ 2,563,728
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 30%
- Percent Complete of Construction..... 40%



#### Project Update

- One weather day incurred due extremely hard rain on 8/25 and 8/26 resulting in some flooding of the site.
- Continued installation of structural steel VA building.
- Installed metal roof deck on VA building.
- Continued welding beams and column connections.
- Final under-slab plumbing connections complete.
- Concrete at VA building slab & curbs in MP Classroom complete.
- IT & AV equipment bid opening complete.
- Wall framing inside of MP Classroom building continues.

## PROJECT STATUS REPORT

### CONSTRUCTION

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



### Fast Facts

This project encompasses both the Agricultural Sciences, which will be renovated along with a new Greenhouse and Lath House, and a new Applied Sciences building that will be home to the HVAC, Drafting, Construction Technology, Natural Resources, classrooms and Labs. The Dean and Facility offices will also be in this building.

- **Total Project Budget** ..... \$12,381,000
- **Project Square Footage (GSF)** ..... 21,741 sq.ft.
- **Funding Source** ..... Measure B
- **Construction Start** ..... Summer 2013
- **Targeted Completion** ..... Summer 2014

### Sustainable Features

- Will be minimum LEED Silver certified



## PROJECT STATUS REPORT CONSTRUCTION

### Fast Financial Facts

- Total Project Budget ..... \$12,381,000
- Construction Budget ..... \$ 8,400,000
- Expenditures To Date..... \$ 1,765,105
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 14%
- Percent Complete of Construction..... 7%



### Project Update

#### Phase 1

- Greenhouse glazing and ventilation system complete.
- Installation and testing of HVAC Equipment complete.
- Installation of planting tables in Greenhouse complete.
- Masonry planter wall on west side of Greenhouse complete.
- All concrete flatwork complete.
- Installation of door frame and double doors & hardware complete.

#### Phase 2

- Notice of Intent for Bid Package #20 issued.
- Change of location for electrical substation in process.

# CHILD DEVELOPMENT CENTER

## PROJECT STATUS REPORT

### CONSTRUCTION

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



### Fast Facts

New laboratory providing direct observation of two separate early childhood groups. Support spaces for the young children and staff are included to facilitate the groups while allowing students the opportunity to monitor the interaction and behavioral development of the children.

- Total Project Budget . . . . . \$5,924,000
- Project Square Footage (GSF) . . . . . 10,314 sq.ft.
- Funding Source . . . . . Measure B
- Construction Start . . . . . Summer 2013
- Targeted Completion . . . . . Spring 2014

### Sustainable Features

- Will be minimum LEED Silver certified



# CHILD DEVELOPMENT CENTER

## PROJECT STATUS REPORT

### CONSTRUCTION

#### Fast Financial Facts

- Total Project Budget ..... \$ 5,924,000
- Construction Budget ..... \$ 3,934,000
- Expenditures To Date..... \$ 887,881
- Projected Change Order Percent..... 0%
- Percent Complete of Project Cost..... 15%
- Percent Complete of Construction..... 25%

#### Project Update

- Concrete slab on grade complete.
- Masonry wall at the west side at ultimate height. Sandblasting commenced.
- Masonry wall east to west toward existing CDC laid out.
- Grease interceptor installed.
- New on-site fire hydrant installed.





# FINANCIAL REVIEW . . .

- Project Allocation Budget

# COMPLETED PROJECTS

## PROJECT ALLOCATION BUDGET

<u>COMPLETED PROJECTS</u>	<u>Budget</u> <b>Bond + Other</b>	<u>Expense</u> <b>Bond + Other</b>	<b>Balance</b>
Ag Science Project	\$105,804	\$105,804	\$0.00
Alumni Centre	\$2,714,816	\$2,714,816	\$0.00
Aquatics Swimming Pool Demolition	\$310,103	\$310,103	\$0.00
Barker Nursing Complex	\$10,973,913	\$10,973,913	\$0.00
Burn Tower	\$2,875,267	\$2,875,267	\$0.00
Business Building Renovation	\$4,598,036	\$4,598,036	\$0.00
Campus Standards & Design	\$615,343	\$615,343	\$0.00
Carol Meier Lecture Hall Roof Repair	\$317,728	\$317,728	\$0.00
Central Annex Village	\$2,308,330	\$2,308,330	\$0.00
Central Plant	\$13,127,485	\$13,127,485	\$0.00
Contractor Lay Down Area	\$724,890	\$724,890	\$0.00
Culinary Kitchen	\$410,529	\$410,529	\$0.00
Date Palm Removal	\$311,447	\$311,447	\$0.00
Desert Hot Springs	\$1,140	\$1,140	\$0.00
Diesel Mechanics Flooring	\$14,154	\$14,154	\$0.00
Dining Facility Renovation	\$5,399,910	\$5,399,910	\$0.00
Facilities Yard Improvement	\$416,825	\$416,825	\$0.00
Mecca-Thermal Interim Modulares	\$9,913,929	\$9,913,929	\$0.00
Monterey Wall & Landscaping	\$1,544,946	\$1,544,946	\$0.00
Nursing Building Renovation	\$3,538,287	\$3,538,287	\$0.00
Pavement Removal North Alumni Road	\$28,721	\$28,721	\$0.00
Ph I - Infrastructure Upgrade	\$14,512,593	\$14,512,593	\$0.00
Ph II - Infrastructure Upgrade	\$11,727,628	\$11,727,628	\$0.00
PSA Parking & Mag. Falls Entrance	\$949,794	\$949,794	\$0.00
Public Safety Academy	\$14,917,722	\$14,917,722	\$0.00
Safety/Security Improvements CDC & AR	\$256,377	\$256,377	\$0.00
Scene Shop	\$75,654	\$75,654	\$0.00
Science Labs	\$223,624	\$223,624	\$0.00
Sidewalk Repairs	\$38,846	\$38,846	\$0.00
South Annex Ph I	\$273,569	\$273,569	\$0.00
South Annex Ph II	\$1,027,825	\$1,027,825	\$0.00
South Annex Ph III - DSPS Modulares	\$646,294	\$646,294	\$0.00
South Parking Lot	\$1,004,767	\$1,004,767	\$0.00
So./No. Annex Ph I Classroom Modulares	\$1,920,155	\$1,920,155	\$0.00
Storm Drain Outlet Structure	\$1,563,111	\$1,563,111	\$0.00
Telephone Systems/VOIP Upgrade Ph I	\$964,487	\$964,487	\$0.00
Temporary Access Road	\$87,252	\$87,252	\$0.00
Temporary Dining Facility	\$752,840	\$752,840	\$0.00
Velma Dawson House Lot	\$27,500	\$27,500	\$0.00
Visual Arts Kiln Building	\$179,079	\$179,079	\$0.00
Western Parking Lot	\$2,564,965	\$2,564,965	\$0.00
Western Parking Lot Landscaping	\$266,422	\$266,422	\$0.00
Wireless Access Project	\$322,555	\$322,555	\$0.00
<b>EXPENDED TOTAL</b>	<b>\$114,554,660</b>	<b>\$114,554,660</b>	<b>\$0.00</b>

Note: All Balances Moved To Contingency



# CURRENT PROJECTS

## PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expense</u> <u>Bond + Other</u>	<u>Balance</u>
(2) Applied Sciences	\$12,381,000	\$1,765,105	\$10,615,895
(2) Athletic Facilities	\$23,115,238	\$9,582,402	\$13,532,836
Campus Electronic Sign	\$300,000	\$19,861	\$280,139
Campus Energy Monitoring	\$295,801	\$288,303	\$7,498
(2) Campus IT Infrastructure	\$2,600,000	\$2,485,804	\$114,196
Central Campus Redevelopment	\$37,550,000	\$1,414,285	\$36,135,715
(2) Central Plant MBCx	\$3,547,420	\$3,324,358	\$223,062
(2) Child Development Center	\$5,924,000	\$887,881	\$5,036,119
(1) (3) Communication Building	\$20,996,832	\$19,969,064	\$1,027,767
(1) Cravens Student Services Center	\$22,973,961	\$22,952,986	\$20,975
(2) Demo Central Annex / Cooling Tower	\$336,262	\$253,978	\$82,284
(2) Imaging	\$400,000	\$219,737	\$180,263
(2) Indio Education Center	\$23,000,000	\$9,405,813	\$13,594,187
(2) Infrastructure Upgrade - Ph III	\$11,732,136	\$11,642,321	\$89,816
(2) Math Science Technology Center	\$24,699,984	\$23,880,970	\$819,014
(2) Mecca-Thermal Septic Sewer System	\$300,000	\$288,401	\$11,599
(1) Monterey Entrance	\$5,403,168	\$4,839,608	\$563,560
RDA Small Maintenance Projects	\$1,060,108	\$811,782	\$248,326
Relocations Project	\$1,516,879	\$447,243	\$1,069,636
(3) Security Cameras & Emergency Phones	\$200,000	\$132,450	\$67,550
(2) Site Remediation	\$687,000	\$253,577	\$433,423
Soils Contingency	\$1,401,500	\$0	\$1,401,500
(2) Stagecraft Shop	\$2,135,000	\$250,359	\$1,884,641
(2) Visual Arts Building	\$8,515,353	\$2,563,728	\$5,951,625
Wayfinding	\$500,000	\$97,913	\$402,087
West Valley Palm Springs	\$43,000,000	\$5,349,514	\$37,650,486
<b>SUB TOTAL</b>	<b>\$254,571,641</b>	<b>\$123,127,443</b>	<b>\$131,444,198</b>

- (1) Projects pending financial closeout.
- (2) Budget Augmentation approved by Administration.
- (3) Balance/Partial transferred to Bond Contingency.

## PROJECT ALLOCATION BUDGET

<u>FUTURE PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expense</u> <u>Bond + Other</u>	<u>Balance</u>
East Valley Mecca/Thermal Campus	\$29,700,000	\$0	\$29,700,000
(2) West Valley Desert Hot Springs Ph II	\$2,500,000	\$0	\$2,500,000
<b>SUB TOTAL</b>	<b>\$32,200,000</b>	<b>\$0</b>	<b>\$32,200,000</b>

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expense</u> <u>Bond + Other</u>	<u>Balance</u>
Completed Projects	\$114,554,660	\$114,554,660	\$0
Current Projects	\$254,571,641	\$123,127,443	\$131,444,198
Future Projects	\$32,200,000	\$0	\$32,200,000
Bond Management and Other Fees	\$24,649,879	\$21,735,677	\$2,914,201
Contingency	\$1,735,101	\$0	\$1,735,101
<b>TOTAL</b>	<b>\$427,711,281</b>	<b>\$259,417,780</b>	<b>\$168,293,500</b>

<u>DEFERRED PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expense</u> <u>Bond + Other</u>	<u>Balance</u>
Art Building Re-Purpose	\$500,000	\$0	\$500,000
Construct Parking Lot Velma Dawson House	\$600,000	\$0	\$600,000
Demo East Annex / Construct Parking Lot	\$2,000,000	\$0	\$2,000,000
Diesel Mechanics / Install Parking Lot	\$2,500,000	\$0	\$2,500,000
Engineering Building Renovation	\$4,000,000	\$0	\$4,000,000
Landscaping at Fred Waring Entrance	\$1,000,000	\$0	\$1,000,000
Multi-Use Arts Facility	\$20,386,059	\$0	\$20,386,059
Parking Lot at Lay Down Area	\$1,200,000	\$0	\$1,200,000
Pollock Theater Carol Meier Renovation	\$3,940,381	\$0	\$3,940,381
Public Safety Academy Phase II	\$10,887,000	\$0	\$10,887,000
<b>TOTAL DEFERRED PROJECTS</b>	<b>\$47,013,440</b>	<b>\$0</b>	<b>\$47,013,440</b>

<u>FUNDING SOURCE</u>	<u>Totals</u>		
Bond Series "A"	\$65,000,000		
Bond Series "B"	\$57,850,000		
Bond Series "C"	\$223,648,444		
State	\$3,144,000		
RDA	\$38,587,823		
Interest	\$30,000,000		
Refunding	\$7,500,000		
Foundation	\$400,000		
Rebates	\$1,331,031		
Surety	\$249,984		
<b>TOTAL</b>	<b>\$427,711,281</b>		



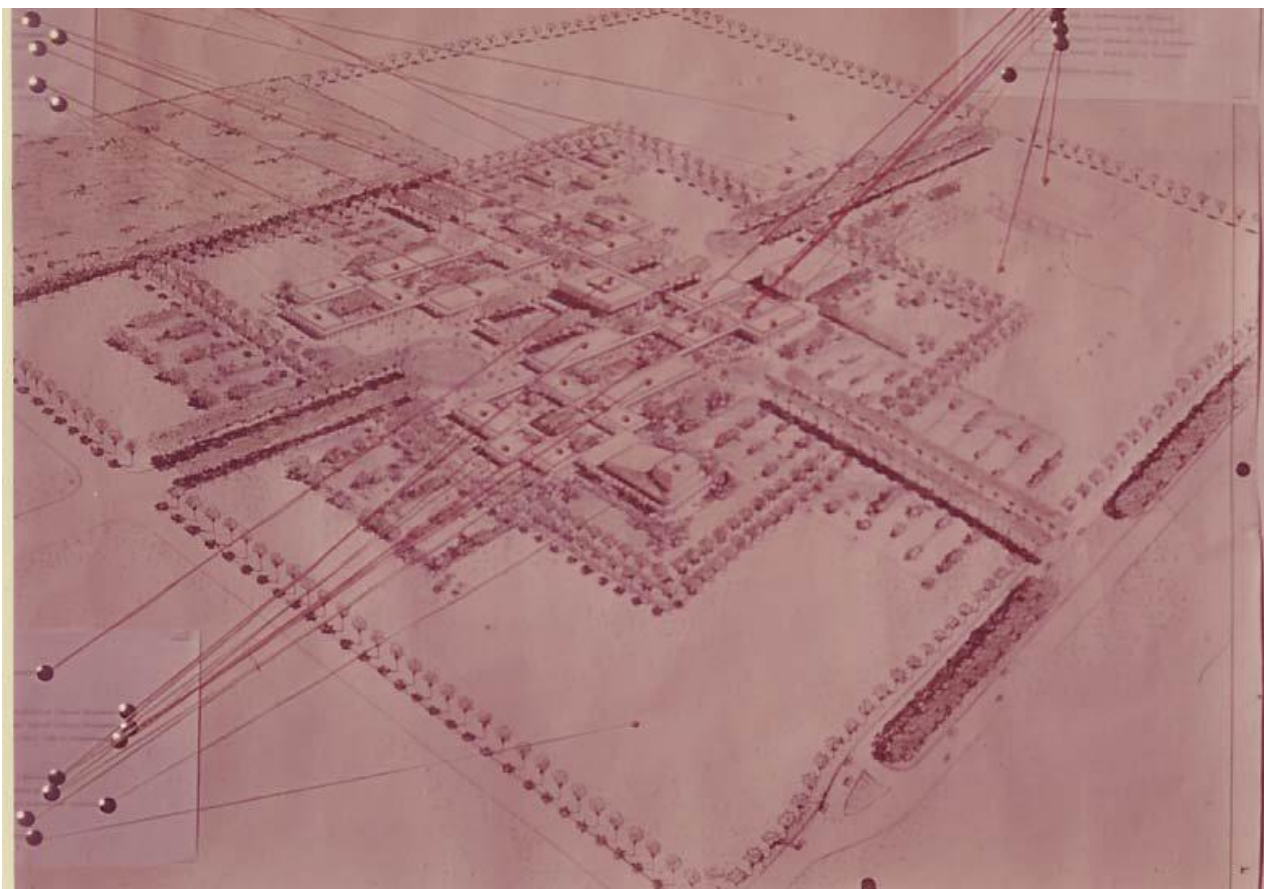
# UPCOMING EVENTS . . .

- No Events Currently Scheduled

## O'DELL RANCH CIRCA 1959



## ORIGINAL DESIGN CONCEPTS



# BOND PROJECTS UPDATE – SEPTEMBER 2013



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Steve Renew  
Director, Facilities Services



## ORIGINAL CAMPUS CONSTRUCTION



# BOND PROJECTS UPDATE – SEPTEMBER 2013



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## Planning Basics

### Basic Elements

1. Education Plan
  - Strategic Plan/Environmental Scan
  - Enrollment Studies and Projections
2. Facilities Plan
  - Support Education Program
  - Existing Facilities Assessment
  - Space Inventory
  - Cap/Load Ratio - State provides Enrollment Projections
  - Apportionment
3. Reporting to State
  - Five Year Construction Plan
  - Space Inventory
  - Deferred Maintenance

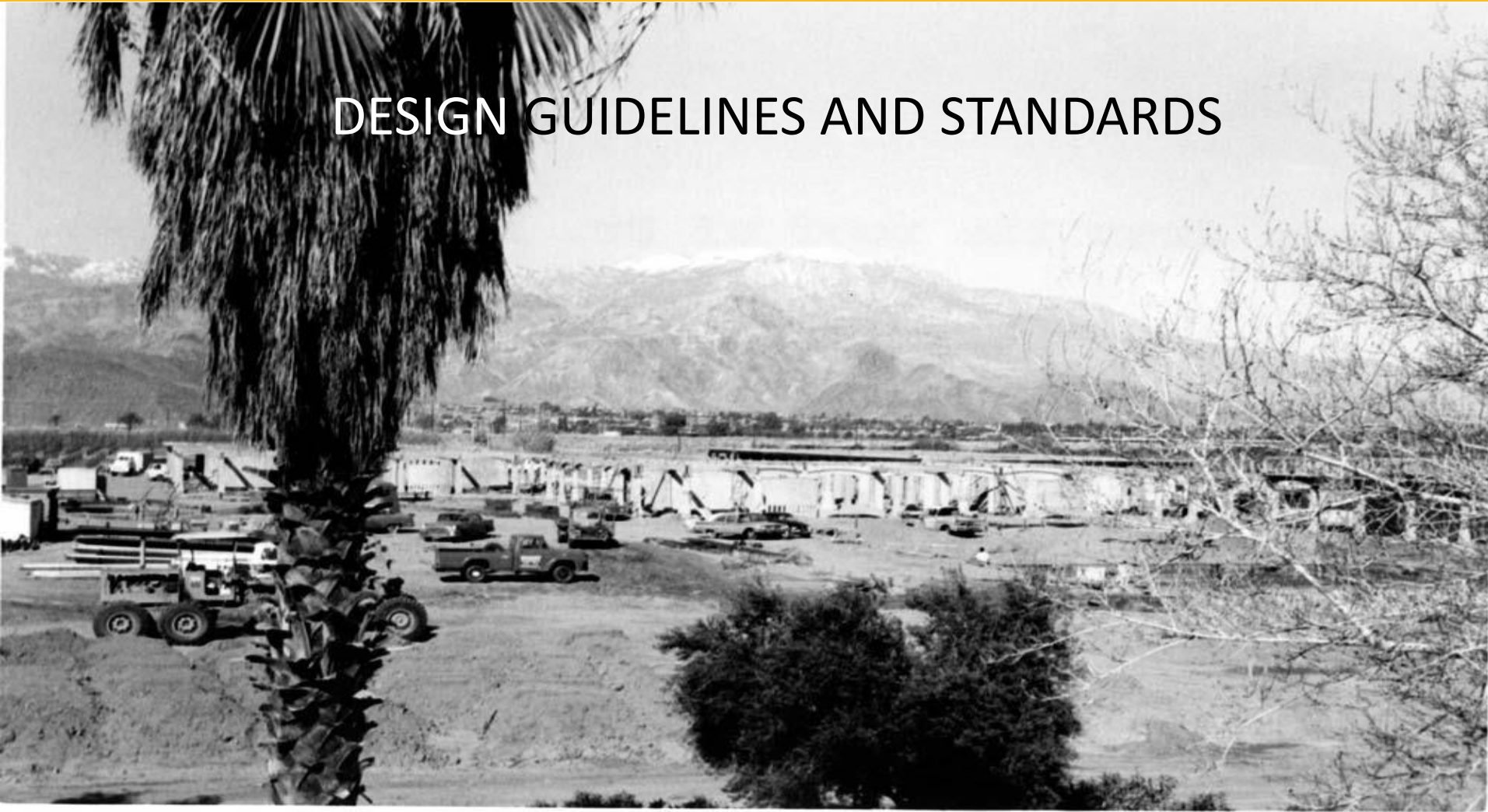
## COD Capital Planning

1. Strategic Plan, Ed Plan, Implementation (Facilities) Plan
2. Standards Developed
  - Design Guidelines
  - Energy/Utilities Masterplan
  - Landscape Masterplan
  - Signage/Wayfinding Masterplan
  - Furniture Standards
3. Construction Sequencing and Funding Allocations
  - Strategic Plan
  - Enrollment Projections and Apportionment
  - Ed Code/Board of Governors/Chancellor's Office
  - Off Campus Sites – Considerations and Controls
  - Center Status and CPEC
  - Operation Staffing and Costs and Building Lifecycle Costs



# BOND PROJECTS UPDATE – SEPTEMBER 2013

## DESIGN GUIDELINES AND STANDARDS



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# BOND PROJECTS UPDATE –SEPTEMBER 2013

## DESIGN GUIDELINES AND STANDARDS

DEVELOPED IN 2005

COORDINATED WITH

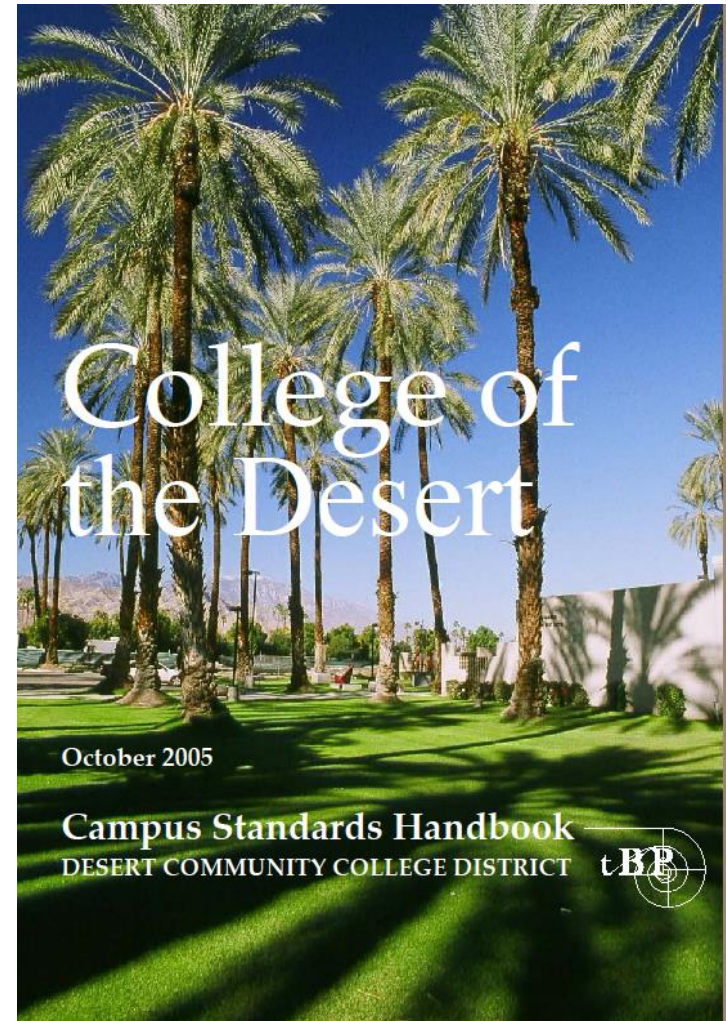
CAMPUS MASTER PLAN

PROJECT SEQUENCING PLAN

CAMPUS INFRASTRUCTURE MASTER PLAN

CAMPUS LANDSCAPE MASTER PLAN

SERVE AS A GUIDING REFERENCE FOR ARCHITECTS, ENGINEERS, CONSULTANTS, AND COLLEGE REPRESENTATIVES TO INFORM DECISIONS AND DESIGN DIRECTIONS DURING THE BOND PROGRAM'S IMPLEMENTATION



COLLEGE OF THE DESERT

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## DSA Process and Certification

- The Division of the State Architect provides design and construction oversight for K–12 schools, community colleges, and various other state-owned and leased facilities. The Division also develops accessibility, structural safety, and historical building codes and standards utilized in various public and private buildings throughout the State of California.
- All community college project plans must be approved by DSA and each project must be inspected by a DSA Inspector of Record.
- Projects, when completed, must be certified by DSA
- COD has made concerted effort to certify many projects that were backlogged before the Bond Program started and now ranks among to top in the system for projects closed with Certification

## Sustainable Stewardship Policy and Practices

- Board Policy
- Standards and Guidelines
- Energy Efficiency and Generation
- Water Conservation
- Awards
- Incentives

# BOND PROJECTS UPDATE –SEPTEMBER 2013

## Board Policy on Sustainable Stewardship

### POLICY

COD WILL DEVELOP AND MAINTAIN PRINCIPLES AND GUIDELINES OF SUSTAINABILITY STEWARDSHIP IN THE EXECUTION OF ITS RESPONSIBILITIES TO FACILITIES DESIGN AND OPERATION; CAMPUS MANAGEMENT; AND TEACHING AND LEARNING

### PRINCIPLES AND GUIDELINES OF SUSTAINABILITY STEWARDSHIP

RESPONSIBLE AND THOUGHTFUL UTILIZATION OF LAND UNDER ITS CONTROL

DESIGN AND CONSTRUCTION OF BUILDINGS TO THE HIGHEST FEASIBLE LEVEL OF SUSTAINABILITY RECOGNITION

DESIGN AND RETROFITTING OF BUILDINGS TO THE HIGHEST FEASIBLE LEVEL OF SUSTAINABILITY RECOGNITION

OPERATING PRACTICES THROUGHOUT CAMPUS THAT DEMONSTRATE THE COMMITMENT TO SUSTAINABILITY MANAGEMENT

DEVELOPMENT AND OPERATION OF ALTERNATIVE ENERGY GENERATION UNITS TO PROMOTE SELF-SUSTAINABILITY AND PRACTICAL TEACHING AND LEARNING

FUND AND GRANT RAISING TO PROMOTE GREEN INITIATIVES

PARTNERSHIP WITH ENERGY PRODUCTION AND OTHER AGENCIES, PUBLIC AND PRIVATE TO PROMOTE GREEN INITIATIVES

ENCOURAGEMENT OF "GREENING" OF THE CURRICULUM

## Sustainability Standards and Guidelines

The specific performance targets, strategies, and technologies should be used as a checklist for the design team, ensuring that all opportunities for sustainability are addressed. The performance targets, strategies, and technologies (hereinafter referred to collectively as performance targets) are organized according to the **three scales of building, campus, and community**. Each scale provides a different lens for evaluating sustainability and for optimizing benefits from the interrelationship of the scales. Optimization may occur through combinations of strategies and technologies to meet various objectives. For example, gray water reuse is useful at the building scale, but would not be needed if comprehensive onsite wastewater recycling were implemented. Similarly, composting food waste may be less optimal from a resource recovery perspective than creating biogas from wet organics, although it could serve as an interim measure until a biogas facility becomes feasible. Performance targets are meant to prompt interaction and innovative practices within the design team while concurrently serving as a checklist to ensure that key elements are considered in a truly holistic approach. The targets provide specific quantitative and qualitative objectives for the design team

## Energy Efficiency and Generation

- Building square footage increased by 25% from 2004 to 2012
- Energy efficiency projects reduced consumption by about 10%

	OGSF	BTU
2004/05	414,755	44,795,527,300
2011/12	525,526	41,181,648,582

# BOND PROJECTS UPDATE –SEPTEMBER 2013

## Incentives

- CCC/IOU Energy Efficiency Upgrades
  - HVAC Optimization
  - Vending Misers
  - Plug Load Occupancy Sensors
  - PC Network Software
  - CFI Giveaway
- |  |              |             |
|--|--------------|-------------|
|  | \$ 650,000 + |             |
| • SCAQMD for Photovoltaic Project<br>(non Measure B)                 | \$1,000,000  |             |
| • Monitoring Based Commissioning<br>(Anticipated)                    | \$ 90,000 +  |             |
| • Savings By Design (est. for Comm.<br>Applied Science, Visual Arts) | \$ 175,000   |             |
|  | Total        | \$1,915,000 |
- Retro Commissioning



## Water Conservation

- Landscape Master Plan directs repurposing of lawns into Xeriscaped landscape. Lawns used selectively as ‘oases’.
- Plantings to reduce heat island effect near buildings
- Non Potable water system installed to use campus well and other processed water for fountains and irrigation
- High efficiency – low flow fixtures installed
- Storm water captured and returned to aquifer via bio-swale at golf range

# BOND PROJECTS UPDATE –SEPTEMBER 2013

## Awards

- LEED
  - Silver – BNC, PSA
  - Gold - CSSC, Nursing Renovation
- CHESC (California Higher Education Sustainability Conference)
  - Lighting Retrofit
  - HVAC Energy Retrofit
- Green California Sustainability Summit
  - District Leadership Award for Sustainability Policy
- CCFC (Community College Facility Coalition)
  - Award of Merit - Barker Nursing Center
  - Award of Excellence – Master Planning
- Board of Governor’s Honorable Mention
  - Facilities and Operations Sustainability Stewardship

# BOND PROJECTS UPDATE –SEPTEMBER 2013



## Progress of Measure B Projects

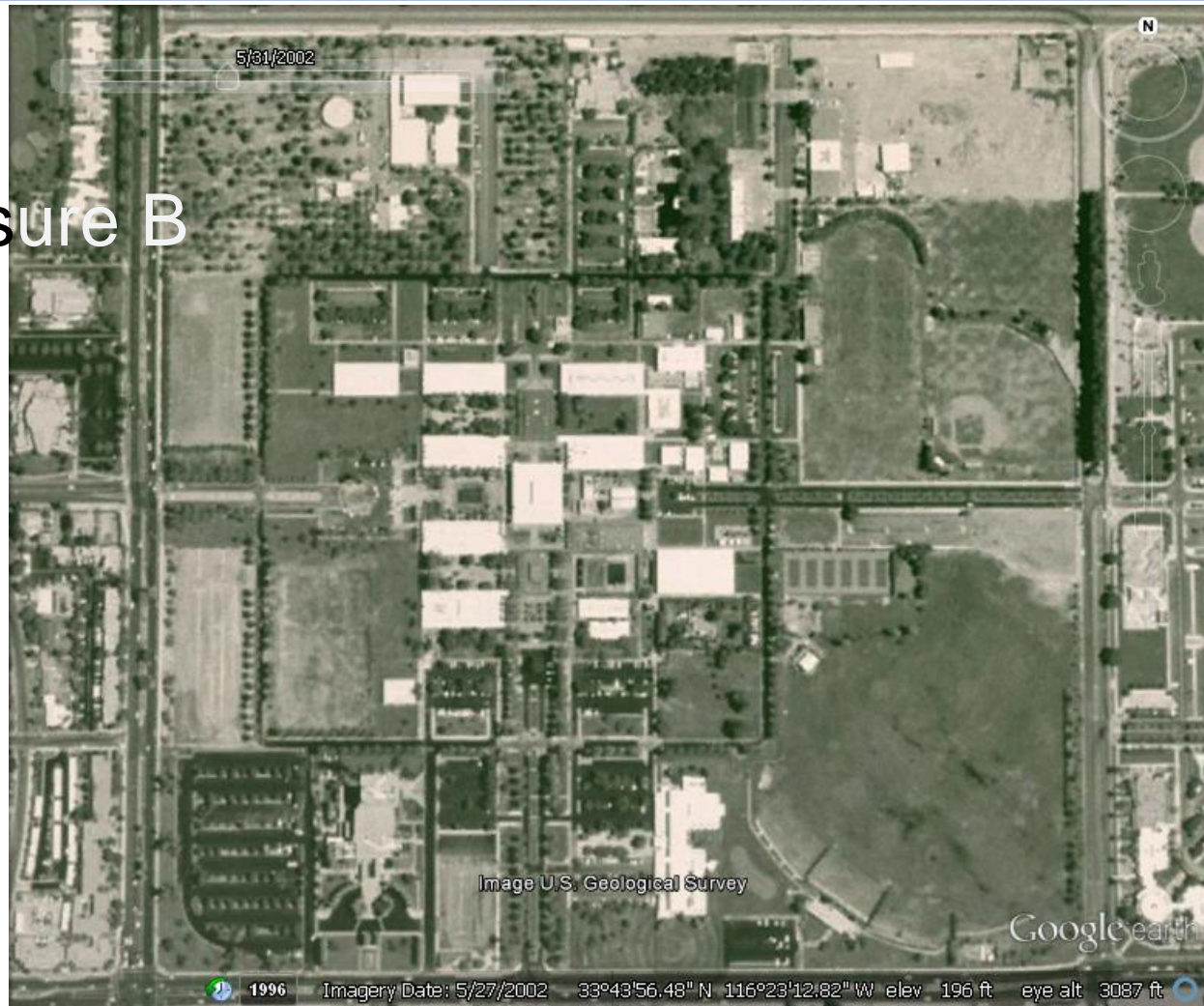
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# BOND PROJECTS UPDATE – SEPTEMBER 2013

Pre-Measure B



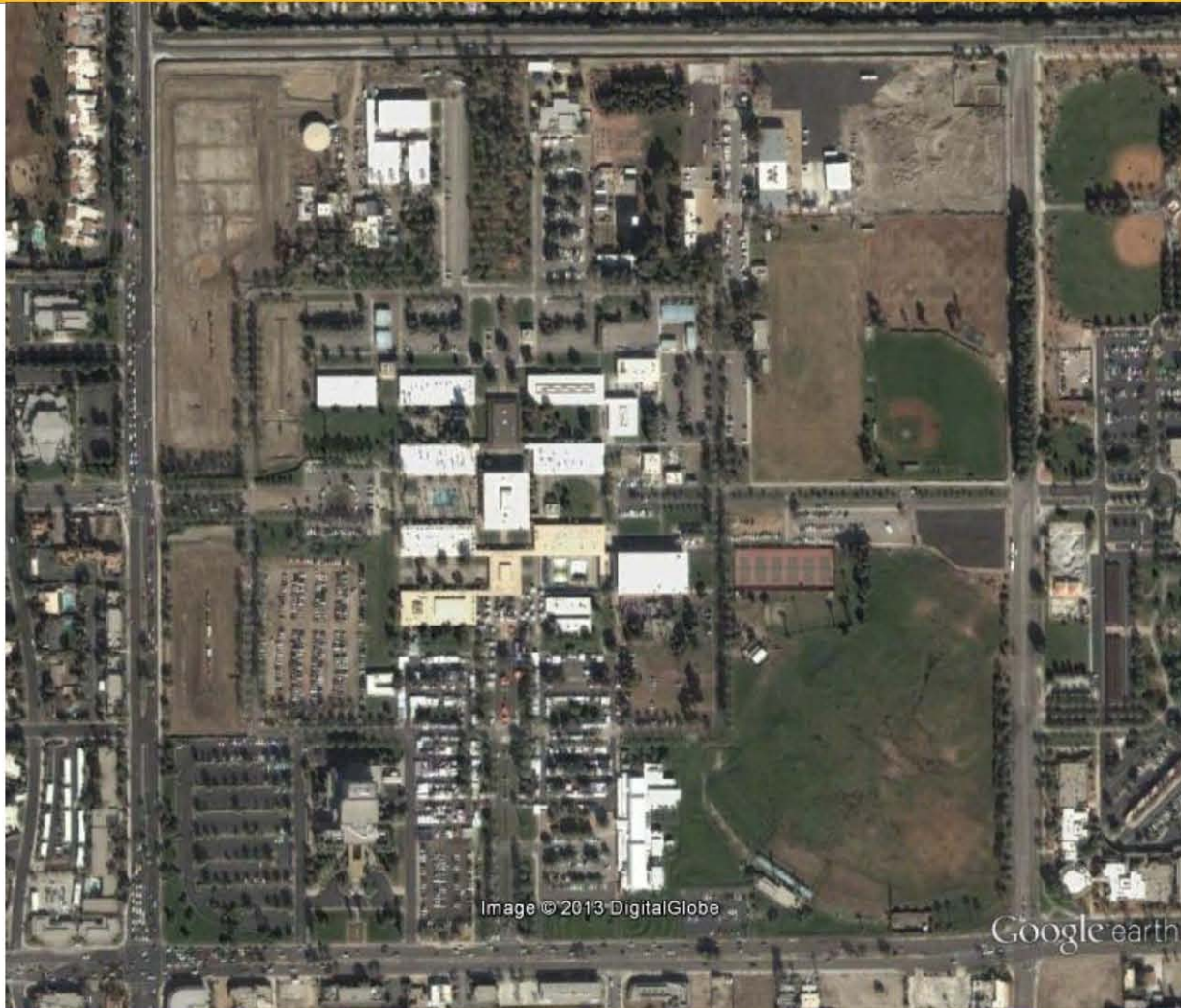
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# BOND PROJECTS UPDATE –SEPTEMBER 2013

2004-05



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## 2004-05

- Sidewalk and safety repairs
- Modular buildings; East and West Annexes
- Athletics repairs and improvements; Gym, Field House, Shower Lockers
- VOIP installed
- Parking lots- Monterey north and south
- Culinary Kitchen improvements
- Roof repairs, DM, CMH; Applied Technologies
- DM floor repairs

# BOND PROJECTS UPDATE – SEPTEMBER 2013

2005-06



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## 2005-06

- South parking lot by Fred Waring south of Dining Hall
- Monterey Ave Wall/Fence
- North Annex
- Softball Field
- Central Annex



# BOND PROJECTS UPDATE – SEPTEMBER 2013

2006-07



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## Projects 2006-07

- South Annex
- Athletics scoreboard and Title 9 compliance remediation
- Soccer Field

## Projects 2007-08

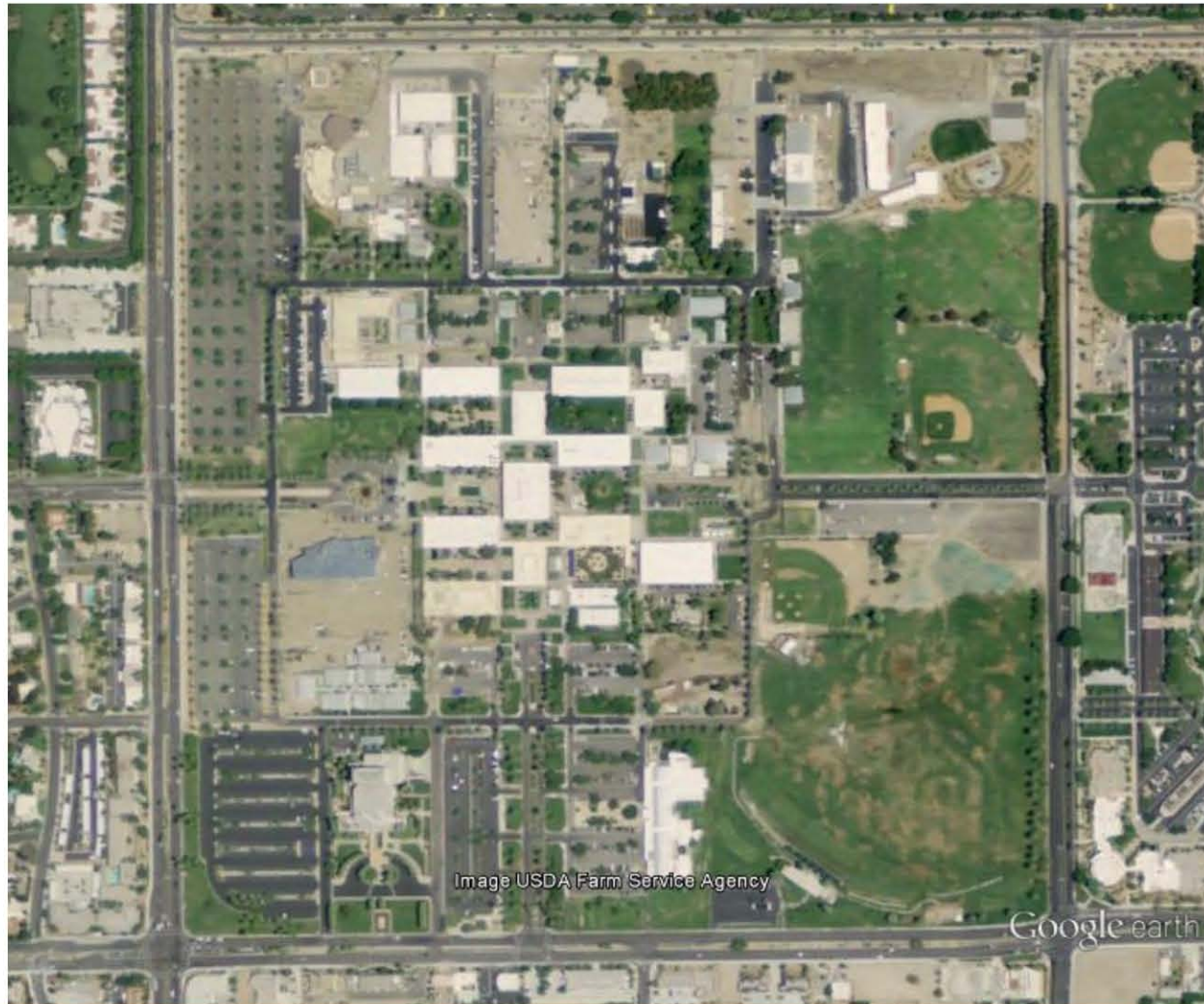
- Infrastructure Loop Phase 1
- Courtyard created by infill of pools

## Projects 2008-09

- Alumni Center
- Barker Nursing
- PSA
- Thousand Palms Burn Tower
- Mecca Thermal Campus
- New Central Plant
- Infrastructure Loop Phase 2

# BOND PROJECTS UPDATE – SEPTEMBER 2013

2009



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## Projects 2009-10

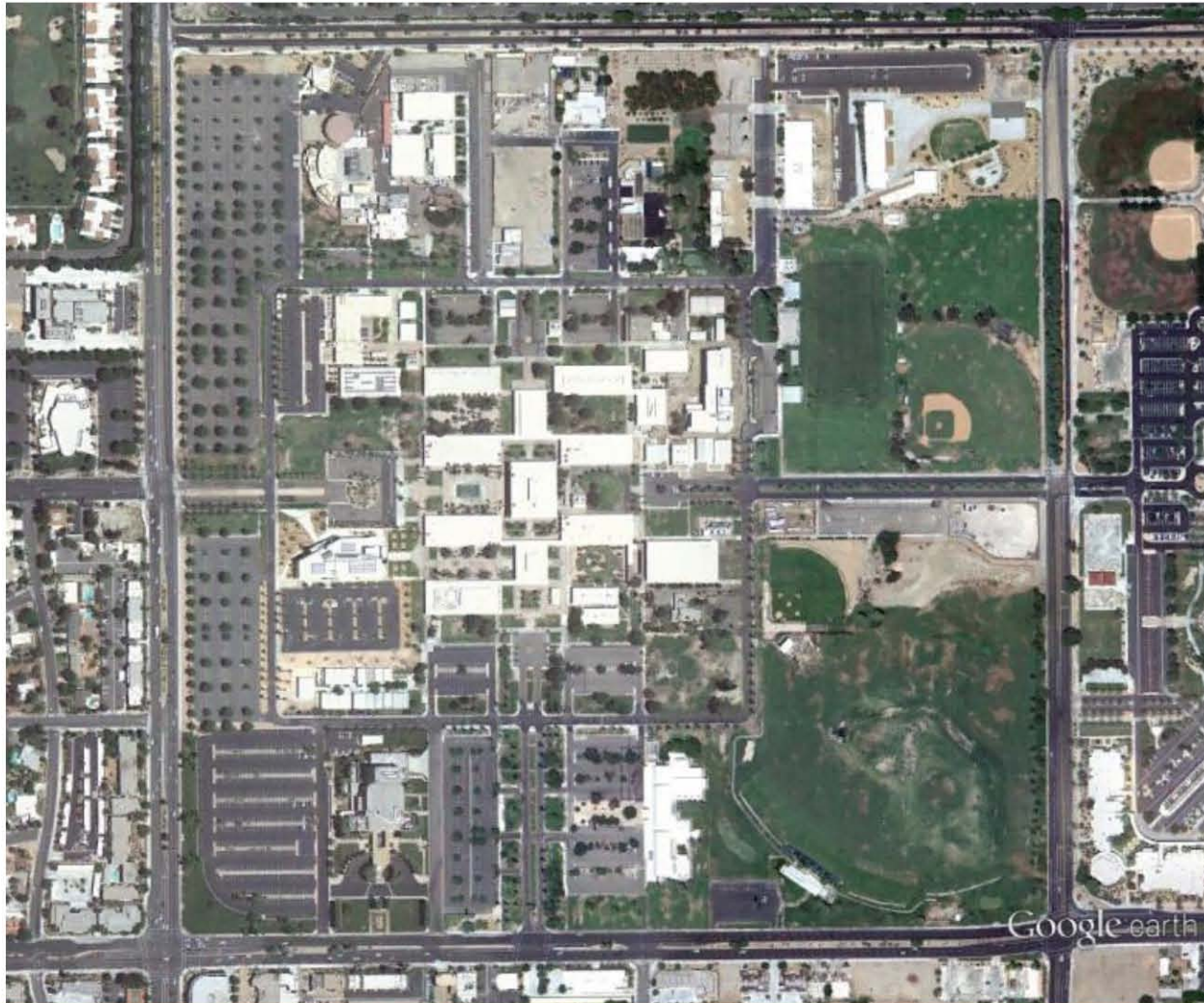
- Cravens Student Services Center
- Nursing Building Renovation
- Dining Hall Renovation
- Business Building Renovation
- Infrastructure Phase 3 –campus central
- Weight Room and Trainer's Buildings.

## Projects 2010-11

- Parking Lot at PSA
- Entrances on Magnesia Falls
- Improvements at Kiln Area
- Electronic Locks Campus Wide
- Construction start of MSTC
- Planning and design for;  
Visual Arts, Child Development, Applied Sciences,  
Indio Campus, West Valley Campus, PE/Gym
- Football field lighting

# BOND PROJECTS UPDATE – SEPTEMBER 2013

2011



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## Projects 2011-12

- MSTC
- Mecca Thermal Septic System
- Golf Range Lighting and Screens

## Projects 2012-13

- Communication Building
- Monterey Entrance
- IT Infrastructure Upgrade
- Carol Meier Hall repurposing
- Reclaimed water line connections
- Gas line connections

## Projects 2012-13

- Indio Campus
- PV over parking lots (Other Capital Funding)

# BOND PROJECTS UPDATE – SEPTEMBER 2013

2013



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# BOND PROJECTS UPDATE – SEPTEMBER 2013

## Indio

On Schedule for Spring Classes

Planning ongoing for Academic, Operations  
and Retail Functions



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## Other Campus Sites in East and West Valley

### **MTC**

Program studies underway: Enrollment projections, program development and participation rate studies.

### **WVC**

Undergoing review by governing agencies

### **DHS**

MOU signed with city for a 4000 square foot outreach site on Pierson Blvd.

Needs assessment, enrollment study and program description to be developed.

# BOND PROJECTS UPDATE –SEPTEMBER 2013

## FUNDING AND EXPENDITURES

	ALLOCATION	EXPENDED	BALANCE
COMPLETED PROJECTS	\$114,554,660	\$114,554,660	0
CURRENT PROJECTS	\$254,571,641	\$123,127,443	\$131,444,198
FUTURE PROJECTS	\$ 32,200,000		\$ 32,200,000
MGMT & CONTINGENCY	\$ 26,384,980		
TOTALS	\$427,711,281	\$259,417,780	\$168,293,500

### FUNDING SOURCES

MEASURE B

STATE CAPITAL OUTLAY

RDA

REFUNDING AND INTEREST

REBATES AND INCENTIVES

## Other Current Projects in Design or Construction

- Athletic Facilities
- Visual Arts
- Applied Sciences
- Child Development Center
- Stagecraft Shop
- Central Campus Redevelopment



# BOND PROJECTS UPDATE –SEPTEMBER 2013

## ATHLETIC FACILITIES



<b>Total Project Budget . . . . .</b>	<b>\$23,115,238</b>
<b>Project Square Footage (GSF) . . . . .</b>	<b>26,840 sq.ft.</b>
<b>Construction Start . . . . .</b>	<b>Winter 2012-2013</b>
<b>Targeted Completion Phase 1 . . . . .</b>	<b>Summer 2014</b>
<b>Targeted Completion Phase 2 . . . . .</b>	<b>Summer 2015</b>

## VISUAL ARTS



**Total Project Budget . . . . . \$8,515,353**  
**Project Square Footage (GSF) . . . . . 13,710 sq.ft.**  
**Construction Start . . . . . Summer 2013**  
**Targeted Completion . . . . . Spring 2014**

## APPLIED SCIENCES



**Total Project Budget . . . . . \$12,381,000**  
**Project Square Footage (GSF) . . . . . 21,741 sq.ft.**  
**Construction Start . . . . . Fall 2013**  
**Targeted Completion . . . . . Fall 2014**

## CHILD DEVELOPMENT CENTER



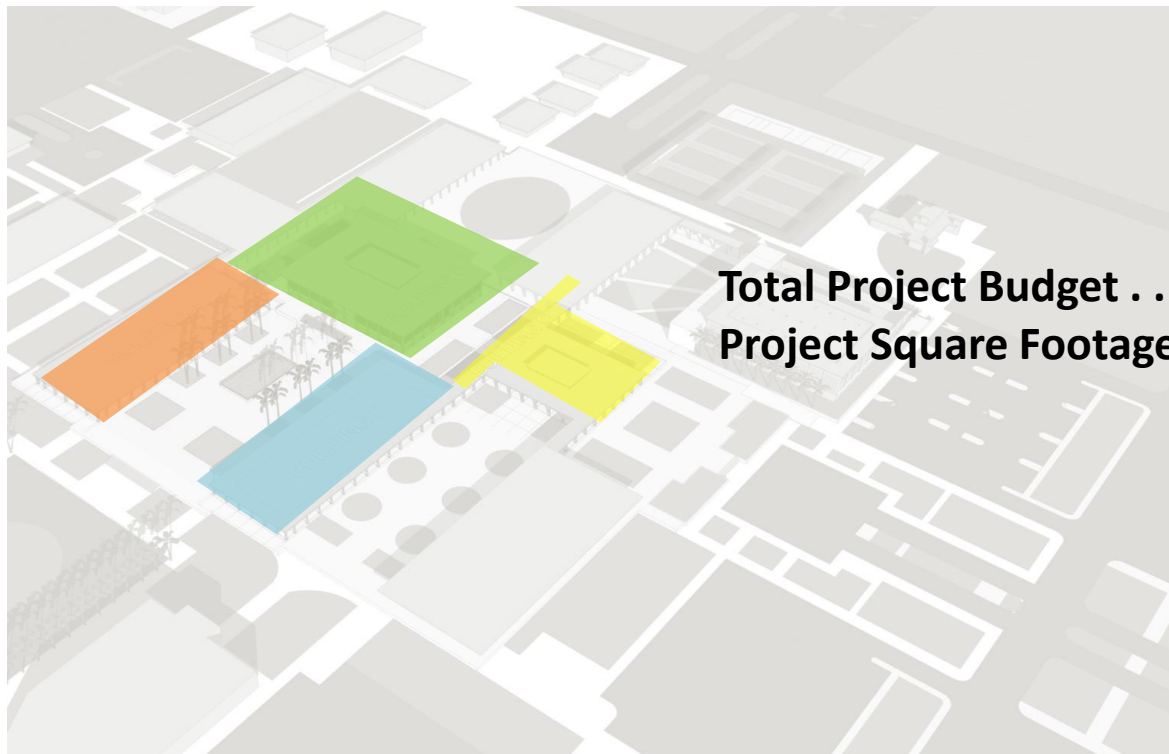
**Total Project Budget . . . . . \$5,924,000**  
**Project Square Footage (GSF) . . . . . 10,314 sq.ft.**  
**Construction Start . . . . . Summer 2013**  
**Targeted Completion . . . . . Spring 2014**

## Stagecraft Shop



<b>Total Project Budget . . . . .</b>	<b>\$2,135,000</b>
<b>Project Square Footage (GSF) . . . . .</b>	<b>3,346 sq.ft.</b>
<b>Construction Start . . . . .</b>	<b>Fall 2013</b>
<b>Targeted Completion . . . . .</b>	<b>Winter 2013-2014</b>

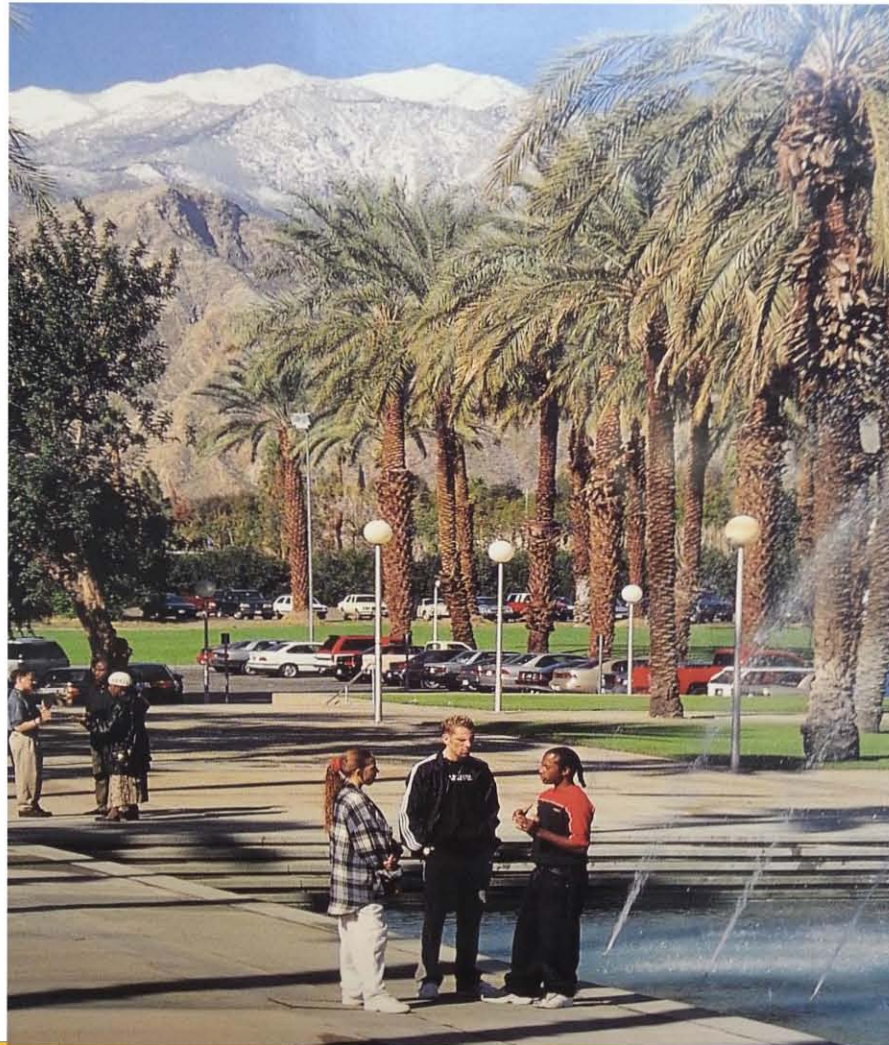
## CENTRAL CAMPUS REDEVELOPMENT



**Total Project Budget . . . . . \$37,550,000**  
**Project Square Footage (GSF) . . . . . 66,526 SF**

# BOND PROJECTS UPDATE – SEPTEMBER 2013

Then



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# BOND PROJECTS UPDATE – SEPTEMBER 2013

NOW



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# BOND PROJECTS UPDATE –SEPTEMBER 2013



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# BOND PROJECTS UPDATE – SEPTEMBER 2013



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# Desert Community College District FY2013-14 Budget Proposal

Board of Trustee Meeting – September 20, 2013

# Budget Update – September 20, 2013

Where We've Been  
COMMUNITY COLLEGE LEAGUE OF CALIFORNIA  
2007-08 to 2013-14

Proposition 98

2007-08 REVISED BUDGET ACT	2012-2013 BUDGET ACT	MR 2013 2012-2013 REVISION	2013-2014 CONFERENCE COMMITTEE	CONFERENCE COMMITTEE vs REVISED 2012-13
6,112,887	5,817,172	5,954,652	6,033,130	78,478

# Budget Update – September 20, 2013

**“More than any other time in history, mankind faces a crossroads. One path leads to despair and utter hopelessness. The other, to total extinction. Let us pray we have the wisdom to choose correctly.”**

—Woody Allen



# Budget Update – September 20, 2013

Community College League of California *\*Revised May 2013*

## **FAST FACTS 2013**

(916) 444-8641 – [cclc@ccleague.org](mailto:cclc@ccleague.org) – [www.ccleague.org](http://www.ccleague.org)

### **Per-Student Funding by Education System, 2012-13**

*(amounts include state General Fund, local property tax, student fee revenue, and federal stimulus funding, but not STRS or lottery funds.)*

K-12	\$7,569
California Community Colleges (CCC)	\$5,447
California State University (CSU)	\$12,729
University of California (UC)	\$24,909

# Budget Update – September 20, 2013

## 2013-14 Budget

- AB 110 signed by Governor June 27, 2013
- For 3<sup>rd</sup> consecutive year, passed on time and with any Republican votes
- Prop 25 has put the majority party clearly in control



## The Big Picture

- Total General Fund expenditures = \$96.3 billion
- General Fund expenditures are increasing but remain \$6 billion below 2007-08 levels
- Best news? No threat of trigger cuts

## The Big Picture

- The Budget includes a reserve of \$1.1 billion
- Despite passage of Proposition 30 and seemingly strong tax receipts, the Governor actually revised 2013-14 revenues *downward* from January estimates
- The LAO had a different take, projecting \$2.8 billion more in 13-14 revenues

## The Big Picture

- Initial data suggests the LAO is closer to the mark – 12-13 tax receipts finished over \$2 billion higher than estimated by DOF
- The budget is based on the Governor's more conservative forecast
- Approach may be intended to protect state from boom and bust budgeting cycles

## UC and CSU

- Performance metrics approved. Items include:
  - ❖ Number of CCC transfer students and % of enrollment CCC transfers represent.
  - ❖ 4-year and 6-year completion rates (2-and 3- year rates for transfers).
  - ❖ The number of low-income students enrolled, and the percentage of low-income (Pell grant) students as a proportion of total enrollment.
  - ❖ The number of degree completions in (STEM) fields, disaggregated by undergraduates, graduate students and low-income students.
- Hints? Governor has indicated he will pursue performance metrics for CCCs in the coming year.

# Budget Update – September 20, 2013

## Community Colleges



- Access - \$89.4 million (1.63%)
- COLA - \$87.5 million (1.57%). 1<sup>st</sup> COLA since 2007-08 budget
- Categoricals - \$88 million:
  - ❖ \$50 million for Student Success and Support
  - ❖ \$15 million for DSPS
  - ❖ \$15 million for EOPS
  - ❖ \$8 million for CalWORKs

## Community Colleges

- Major progress made toward paying down deferrals. Down to about \$592 million from \$961 million before passage of Proposition 30
- \$30 million for deferred maintenance and instructional equipment (specified as “one-time”)
- \$150,000 increase for the Academic Senate
- Priority enrollment for CalWORKs participants



## Community Colleges: New initiatives

- Adult Education

\$25 million for Adult Education local planning grants:

- ❖ Grants to local consortia which must include at least 1 CCD and 1 K12 LEA
- ❖ Funding available over 2 years
- ❖ Criteria for awards to be jointly determined by CCCCO and CDE
- ❖ Intent is for local consortia to develop plans for providing adults with basic skills, high school diploma or equivalency, classes and courses for immigrants, education for adults with disabilities and career technical education and programs for apprentices.
- ❖ **No change to existing noncredit programs or funding.....**

## Community Colleges: New initiatives

- Online Education Initiative

- ❖ \$16.9 million approved
- ❖ Expand availability of courses through online technology
- ❖ “The Legislature’s intent is to maximize the development of online courses available across campuses to alleviate shortages of certain core courses at certain campuses.”
- ❖ The CCCCO will develop a common learning management system available for use by all colleges

## Community Colleges: New initiatives

- Proposition 39
  - ❖ \$47 million approved to be allocated at the discretion of the Chancellor
  - ❖ Allocation subject to guidance approved by the Energy Commission
  - ❖ Workforce component as well as projects

# Budget Update – September 20, 2013

## Community Colleges: Concerns



- State is finally reinvesting in education, thanks to passage of Proposition 30 and improving economy
- But....Proposition 30 is temporary
  - ❖ Sales tax increase terminates at the end of 2016
  - ❖ Income tax increase terminates at end 2018
- Will Proposition 30 be extended?

## Community Colleges: Concerns

- Apportionment is getting more complicated
- In 2008-09, about 2/3rds of apportionment was General Fund approved in the Budget Act. It's now about 1/3<sup>rd</sup>.
- 2/3rds of the apportionment is based on estimates that may or may not hold up

## Community Colleges: Concerns

- Statutorily guaranteed backfills of EPA and RDA-related revenues, but timing and determination of gaps creates delays and confusion
- Lack of continuous appropriation is an increasing problem



# Budget Update – September 20, 2013

## 2013-14 CONFERENCE COMMITTEE DEFERRAL BUY-DOWN

DEFERRAL BUY-DOWN	2012-2013 BUDGET ACT	CONFERENCE COMMITTEE 2012-2013 REVISED	CONFERENCE COMMITTEE 2013-2014 REVISED
Outstanding Deferral	961,000	801,000	621,000
2012-13 Ed Trailer Bill	160,000		
<b>sub-total outstanding deferral</b>	<b>801,000</b>		
Proposed additional deferral buy-down		180,000	
<b>sub-total outstanding deferral</b>		<b>621,000</b>	
Proposed additional deferral buy-down			30,000
<b>sub-total outstanding deferral</b>			<b>591,000</b>

## Attachment A

## SSC Community College Financial Projection Dartboard 2013-14 Adopted Budget

This version of SSC's Financial Projection Dartboard is based on the 2013-14 adopted State Budget. We have updated the cost-of-living adjustment (COLA), consumer price index (CPI), and ten-year T-bill planning factors to reflect economic forecasts. We rely on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are, at best, general guidelines.

Factor		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Statutory COLA for Apportionments		3.24%	1.57%	1.80%	2.30%	2.50%	2.70%
Funded COLA		0.00%	1.57%	1.80%	2.20%	2.50%	2.70%
Growth/Restoration Funding		\$50 million	1.63% (\$89.4 million)	Ongoing	Ongoing	Ongoing	Ongoing
State Categorical Programs		-\$313 million continued from 2009-10	Up to \$191 million <sup>1</sup>	Ongoing (except for one-time funds)	Ongoing (except for one-time funds)	Ongoing (except for one-time funds)	Ongoing (except for one-time funds)
California CPI		2.15%	2.00%	2.30%	2.50%	2.70%	2.80%
California Lottery <sup>2</sup>	Base	\$124	\$126	\$126	\$126	\$126	\$126
	Prop 20	\$30	\$30	\$30	\$30	\$30	\$30
PERS Employer Rate <sup>3</sup>		11.417%	11.442%	11.442%	13.3%	14.6%	15.9%
Interest Rate for 10-Year Treasuries		1.89%	2.50%	2.70%	2.90%	3.10%	3.30%



<sup>1</sup> Includes:

\$50 million in student support funds	\$15 million for DSPS
\$48 million for energy efficiency projects (Proposition 39 funds)	\$15 million for EOPS
\$30 million (one-time) for deferred maintenance	\$8 million for CalWORKs
\$25 million for adult education consortium planning grants	

The following categorical programs are “protected” because the funding restrictions and requirements remain. The 2013-14 education trailer bill removed Apprenticeship and Matriculation from the list of flexible “unprotected” categorical programs.

Protected Programs	
Apprenticeship	Fund for Student Success
Basic Skills	Foster Care Education
CalWORKs (Augmented 2010-11)	Matriculation
Career-Technical Education (Augmented 2010-11)	Nursing Program Support
Cooperative Agency Resources for Education (CARE)	Student Financial Aid Administration
Disabled Students Programs and Services (DSPS)	Telecommunications and Technology
Extended Opportunity Programs and Services (EOPS)	

The following categorical programs are “unprotected” because, following a public hearing of the governing board, districts can redirect the funding to any other state categorical program, and funding restrictions and requirements are waived as a result through 2014-15. Funding allocations are proportional based on 2008-09.

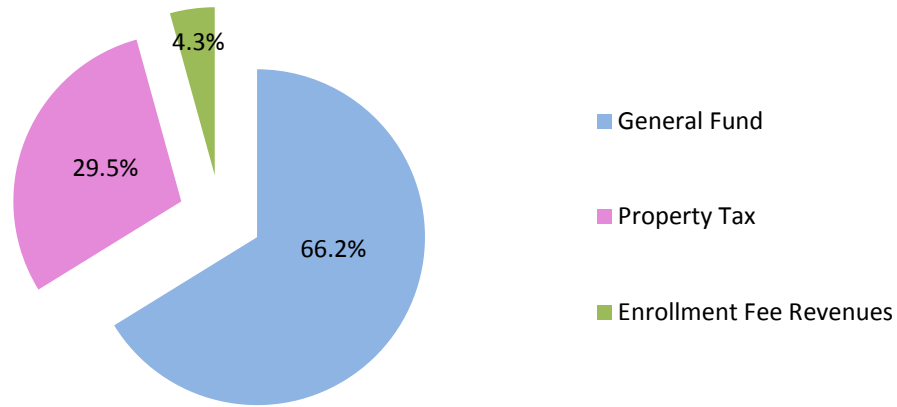
Unprotected Programs	
Campus Child Care Tax Bailout	Part-time Faculty Health Insurance
Economic Development	Part-time Faculty Office Hours
Equal Employment Opportunity	Physical Plant/Instructional Support (funding eliminated)
Part-time Faculty Compensation	Transfer Education and Articulation

<sup>2</sup> The forecast for Lottery funding per FTES includes both base (unrestricted) funding and the amount restricted by Proposition 20 for instructional materials. Lottery funding is initially based on prior year actual annual FTES, and is ultimately based on current-year annual FTES.

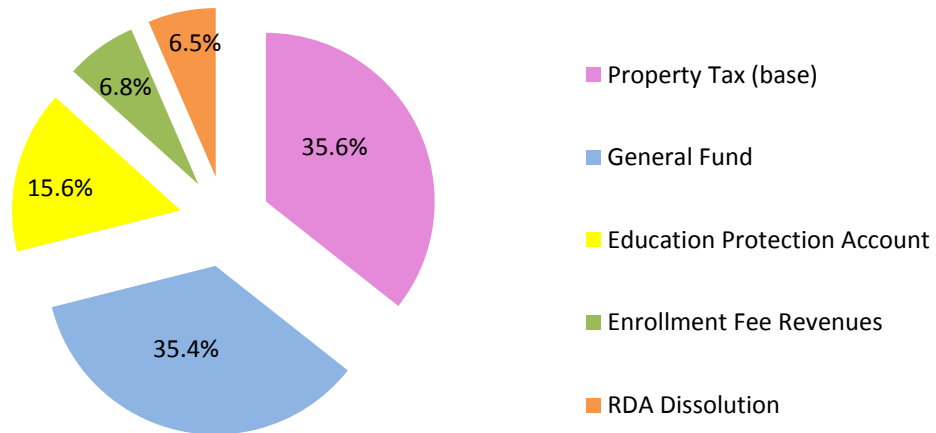
<sup>3</sup> The California Public Employees’ Retirement System (CalPERS) has changed its asset smoothing and amortization method, which will have the effect of less rate volatility, but the rate is expected to increase significantly over a number of years. These estimates reflect the estimated rates provided to the CalPERS Board with increases starting in 2014-15; however, the CalPERS Board voted to implement the rate increases starting in 2015-16. These are the best estimates until CalPERS revises them.

# BUDGET RISKS

### CCC Funding by Source in 2008-09



### CCC Funding by Source in 2012-13



## **PROP 30**

**WHO KNOWS?**

# Budget Update – September 20, 2013

## **PROP 30** **- How Much -**

- The EPA
  - \$855m estimated for 2012-2013
    - ✓ Or Not?
  - Moderate increases projected thereafter
    - ✓ May or may not materialize
    - ✓ Will flow in tandem with general State revenues
  - Sales/Use Taxes:
    - ✓ Affects five (5) fiscal years
    - ✓ 2012-2013 and 2016-2017 are half years
  - PIT:
    - ✓ Affects seven (7) fiscal years
    - ✓ FY 2018-2019 is half-year
    - ✓ Retroactive to January 1, 2012

# Budget Update – September 20, 2013

## **PROP 30 - Coup De Gracie –**

- FY 2012-2013 Prop 30 Revenue – An Anomaly
- FY 2013-2014 through FY 2015-2016 (3 years):
  - PIT and Sales/Use Taxes both in place for 12 months
- FY 2016-2017 – Only 6 months of Sales/Use Tax Revenue
  - Teetering on the CCC's Fiscal Cliff

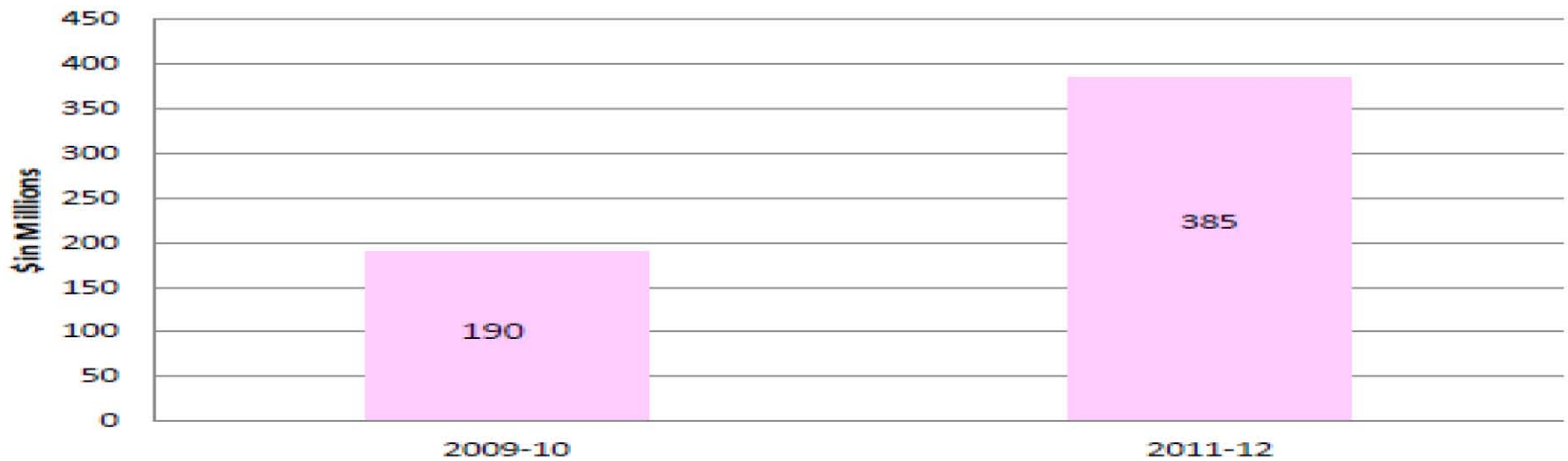
# Budget Update – September 20, 2013

## **PROP 30** **- Coup De Gracie –**

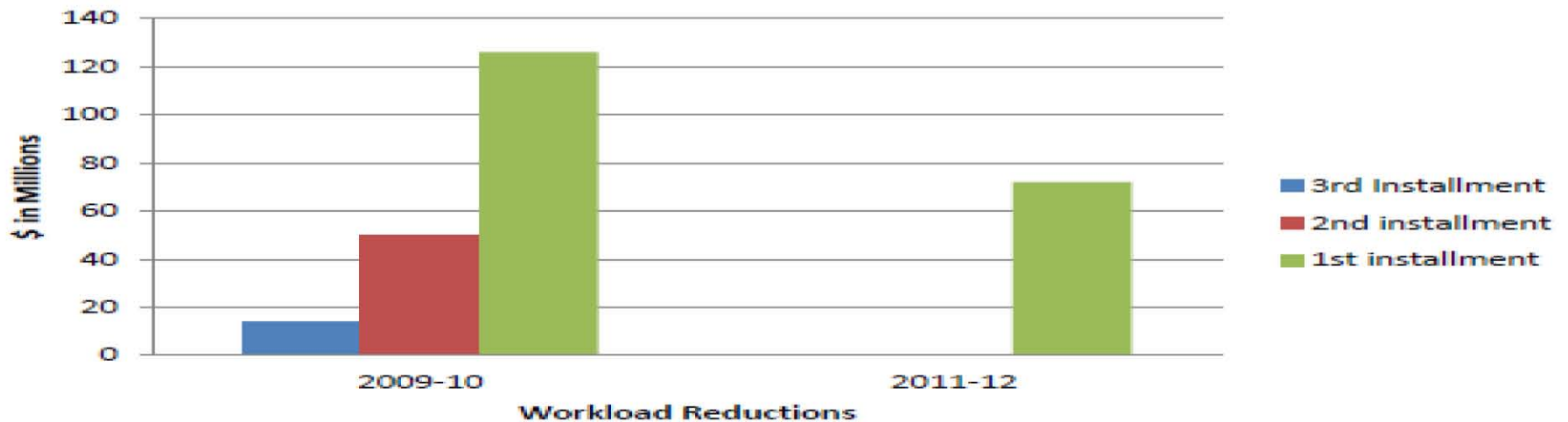
- FY 2017-2018 – No Sales/Use Tax Revenue
  - Sliding down the Cliff
- FY 2018-2019 – Only 6 months of PIT
  - Sliding speed increases
- FY 2019-2020 – Our Wile E. Coyote moment

# Apportionment Challenges

## Workload Reductions



## Stages of Workload Repayments





**THE  
SLOW MOVING  
TRAIN WRECK**

**(a.k.a The global economy)**

# Budget Update – September 20, 2013

## Interesting Budget NUMB3RS

- 16.3%...or...15.6%
- 6.5%
- 0.64%
- 7.5% → 5.0%
- 50.0%
- 75.0%
- 1.0%

# Budget Update – September 20, 2013

## **DCCD** **Approved Budget\*** **FY2007-2008 through FY2012-2013** **MACRO SPENDING PATTERN**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Salaries	66.3%	67.2%	66.7%	64.9%	63.4%
Benefits	17.6%	18.3%	18.3%	18.9%	20.3%
<b>Total Compensation</b>	<b>83.9%</b>	<b>85.5%</b>	<b>85.0%</b>	<b>83.8%</b>	<b>83.7%</b>
Operation Expenses	15.0%	13.8%	14.3%	15.6%	15.9%
Capital Expenditures	1.1%	0.7%	0.7%	0.6%	0.4%
<b>Total Expenditures:</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

\*Excludes Interfund and Intrafund Transfers

# Budget Update – September 20, 2013

## Unrestricted General Fund Budget Comparison FY2012-13 and 2013-14

Beginning Balance, July 1	\$ 7.8	\$ 6.3
Plus Revenue	<u>35.9</u>	<u>39.1</u>
Total Available Funds	\$43.7	\$45.4
Less: Expenditures & Transfers	<u>37.4</u>	<u>40.1</u>
Projected Ending Balance, June 30	<u>\$ 6.3</u>	<u>\$ 5.3</u>
Funded FTES:	7,047.3	7,159.3

# Budget Update – September 20, 2013

## **COLLEGE OF THE DESERT** **Budget Development Model** **--An Outline--**

### A. Budget Development Calendar

- Release in January
- In broad form (the nuts and bolts calendar for the Business Office will be released in April)
- Assumes Tentative Budget Proposal as essentially a continuing resolution for purposes of establishing spending authority on July 1 (June Board action)

## **COLLEGE OF THE DESERT** **Budget Development Model** **--An Outline--**

### B. Total Available Funds Analysis

- Initial iteration in March
- Second iteration in June Tentative Budget Proposal
- Third iteration in August following adoption of the State budget, receipt of the Advance Apportionment Report (State Budget Workshop) and closing of the accounting records for the prior fiscal year
- Fourth iteration in the Final Budget Proposal (September)
- Can be updated more frequently if circumstances dictate

# Budget Update – September 20, 2013

## Unrestricted General Fund Budget Development Model --An Outline--

**Beginning Balance (“estimated” for the Tentative Budget; “actual” for the Final)**

+ Budget Year Revenues

**= Total Available Funds**

- Requires Reserves (per Board policy)

**Amount Available for Budget Year Expenditures**

- Projected Budget Year Expenditures

**= Projected Surplus/(Shortfall)**

## **COLLEGE OF THE DESERT** **Budget Development Model** **--An Outline--**

### C. The Budget Reconciliation

- Reconciles the prior year budget with actual results in broad form
- Focuses on the overall positive or negative budget variance and changes in the College's Reserves
- Preliminary Reconciliation in July, and Final in August



## **COLLEGE OF THE DESERT** **Budget Development Model** **--An Outline--**

### D. The Budget Projection

- Provides the major details of the budget proposal for the upcoming fiscal year and is the supporting document for the Total Available Funds analyses outlined in “B”
- Links budget to program review and strategic planning
- Identifies budget opportunities, issues and constraints

# Budget Update – September 20, 2013

## COLLEGE OF THE DESERT

Budget Development Model

--An Outline--

### PROJECTED 2013-14 EXPENDITURES

**BASE BUDGET (i.e. the COD budget from '12-13)**

**Add Base “Operating Budget” Adjustments:**

Compensation Adjustments

Step and Column

Negotiated Salary Increases

Employee Benefits:

Health and Welfare

PERS (Employer)

STRS (Employer)

Workers' Comp

Other (Identify separately and significant items)

Position Adjustment (e.g. reclass, .75 position upped to 1.0 FTE, etc.)

Net Compensation Adjustments

# Budget Update – September 20, 2013

## **COLLEGE OF THE DESERT**

### **Budget Development Model**

**--An Outline--**

#### **Board Elections (should be a negative number for the budget year)**

Utilities, Base Increase

Contracts/Agreements, Annual Increase

Known New Contracts

Supplies Adjustment

New Facility O & M Costs

Separately Identify Any Other Adjustments of Significance

#### **Subtotal, Base “Operating Budget” Adjustments**

#### **Add Base “Capital Outlay” Adjustments**

#### **Total Base Budget Adjustments**

#### **Add Strategic initiatives\***

#### **Add Program Review\***

#### **Add Other Adjustments\*\***

#### **TOTAL PROJECTED 2013-14 EXPENDITURES**

## **COLLEGE OF THE DESERT** **Budget Development Model** **--An Outline--**

### E. Budget Postmortem

- Addresses the question “how did we do?”
- Reviews the budget reconciliation in terms of results, variances and lessons learned
- Reviews the qualitative results/outcomes of the budget plan in terms of enrollment management, student success, strategic initiatives, etcetera
- Provides the basis for the District’s “Annual Report”

# Budget Update – September 20, 2013

**“What makes this company work is having individuals who share the same vision, share the same principles, who believe in the product, and who enjoy delivering the product. It all comes down to the people.”**

—Judson Green

ADDRESSING THE BOARD OF TRUSTEES

1. Complete a "Request to Address the Board of Trustees" form (see below) and present it to the Board Executive Assistant prior to the beginning of the meeting at which you wish to address the Board.
2. You will be called to speak at the section set aside for PUBLIC COMMENTS. Each speaker will be allowed a maximum of three (3) minutes per topic. Fifteen (15) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one Board meeting. *(per Board Policy 2350)*
3. You will be asked to state your name and appropriate affiliation for the record before your statements to the Board.
4. The Board Chair may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive. *(per Board Policy 2350)*

*\*For the complete text of Board Policy 2350 [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu) – "Community", "Board of Trustees", "Board Policies and Procedures".*

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(DETACH HERE AND RETURN THIS PORTION TO THE BOARD ASSISTANT)

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 9-20-13

NAME: Amanda Dorta  
*(Please print legibly)*

*semo grows 2013*

AFFILIATION: PUBLIC X STAFF \_\_\_\_\_  
 FACULTY \_\_\_\_\_ STUDENT X

IF SPEAKING TO AN AGENDA ITEM PLEASE INDICATE THE ITEM TO WHICH YOU WISH TO SPEAK:

AGENDA ITEM NO. \_\_\_\_\_

TITLE Support and Education for Local Music & Arts

**Mr. Michael O'Neill**  
Chair, Board of Trustees



**Ms. Becky Broughton**  
Vice Chair

**Mr. John Marman**  
Clerk

September 20, 2013

**Mrs. Mary Jane Sanchez-Fulcton**  
Member

Board of Trustees  
Desert Community College District

**Dr. Bonnie Stefan**  
Member

Dear Members of the Board,

**Mr. Andrew Campbell**  
Student Trustee

We the undersigned members of the Full-Time Faculty at the College of the Desert urge that you vote "No" on the **Extension of Contract (Action Item #4 - Board of Trustees)** on today's Board Agenda.

**Dr. Joel Kinnamon**  
President

Our current President, Dr. Joel Kinnamon, has completed only one year of service to the District. It is impossible to determine the effectiveness of his leadership after only one year. We feel that an extension of contract should be offered after the third or fourth year of the contract when the District will be in a better position to affirm the President's leadership abilities.

It is further impossible to judge how well the current President fits into the College of the Desert Community after only one year. If, at any point in President Kinnamon's tenure, it seems as though he is not a good fit with our institution, the District will have to pay for any contract extensions offered to Dr. Kinnamon at this premature time.

We can remember no other president of the college who has been offered a contract extension after fulfilling only one year of his or her original contract. We feel this would set a bad precedent for future chief administrators.

Members of the faculty have become aware of a few administrative actions made within the past few months which might result in some level of investigation. It would be improper to offer a contract extension until the faculty and this Board have had the opportunity to resolve these issues.

For these reasons, we urge this Board to vote "No" on the Extension of Contract Issue (Action Item #4 - Board of Trustees, September 20, 2013 Meeting Agenda).

Respectfully submitted,

NAME

SIGNATURE

ACADEMIC AREA

Karen Taboe      K. Taboe      Math

Steve Postol      St Postol      MATH

Dan Kleinfelter      DKleinf      math

ROBERT APOSTOL      R. Apostol      SCIENCE

JOAN WALKER      J Walker      Trig

Betty Baluster      B Baluster      Nursery

Margaret K. Rose      M. Rose      Nursing

Mushang Shahid      M. Shahid      Economics

C. J. Knoll      C. J. Knoll      HISTORY

Rod Tracey      R. Tracey      SCIENCE

John Learned      J. Learned      Math

Geoff Hagopian      G. Hagopian      Math/CS

Thay Le      T. Le      Math

Claudia DEBum      Claudia DEBum      Library



NAME	SIGNATURE	ACADEMIC AREA
Jon Fernald	Jon Fernald	Library
Vida Rossi-Dean	Vida Rossi-Dean	Comm
Diane E. Taras	Diane E. Taras	Comm
Chris Mulroy	CM	TASC

College of the Desert (COD) student enrollment figures show an increase in student enrollment as of Census day (September 9, 2013) across all campuses.

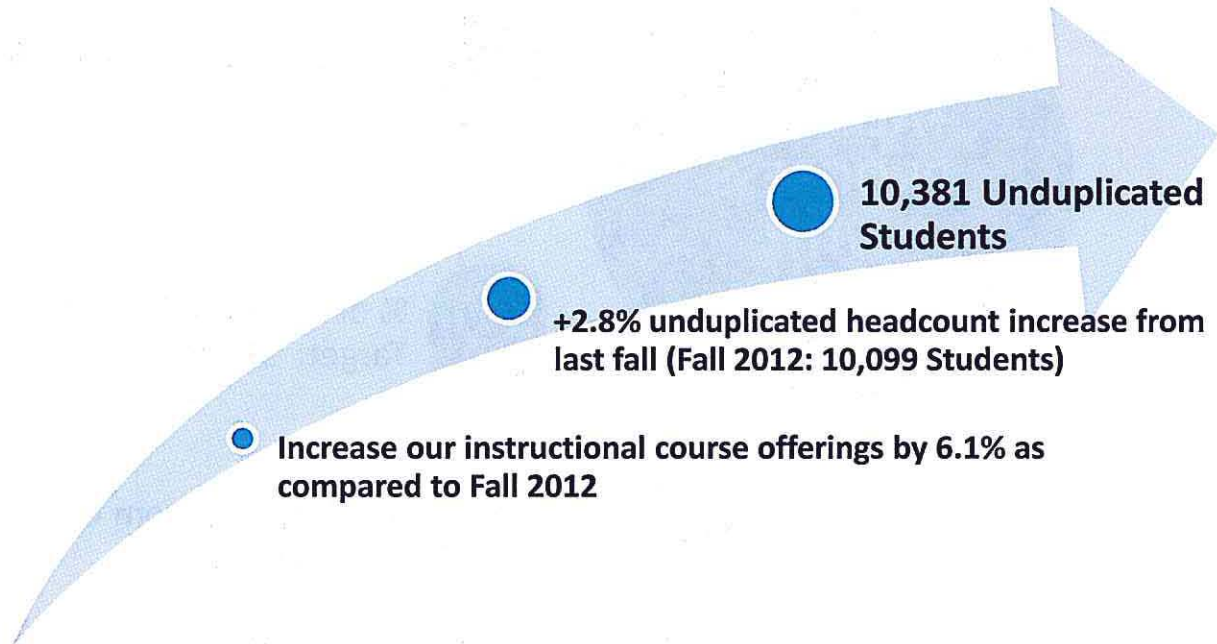
Currently, there are 10,381 students attending classes on College of the Desert. This is an increase of unduplicated student headcounts of 2.8% for the Fall 2013 term (10,099 students in Fall 2012). COD's other satellite campuses have also seen an increase in enrollment. The East Valley Campus in Indio (EVC-Indio) serves 1,832 students in Fall 2013 and has seen an increase of 26.7% students attending from last year (1,446 students in Fall 2012), the East Valley Campus in Mecca/Thermal (EVC-MT) serves 394 students and it too has seen an increase of 3.14% in students attending from last year (382 students in Fall 2012), and lastly, the West Valley Campus (WVC) serves 446 students for the Fall 2013 term which amounts to a 2.8% increase in student attending from a year before (434 students in Fall 2012).

With the passage of Proposition 30 last fall, College of the Desert was able to increase the number of courses this academic year. As of Monday, September 9, 2013 (Census day), College of the Desert officials reported an increase of 6.1% in Instructional class sections offered in comparison to Fall 2012 Census data.

College of the Desert is a community college spread throughout the Coachella Valley in the cities of Palm Desert, Palm Springs, Indio, Mecca and Thermal. College of the Desert offers two-year degrees and transfer courses for students pursuing a baccalaureate degree. College of the Desert also offers occupational training for those pursuing professional development. For more information on student enrollment visit [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu).

### College of the Desert – FALL 2013\*\*

\*\*The figures are as of the Census date, which is week 3 of the term



#### COMPARISONS to the State:

College of the Desert is above the State-wide average for % more of students served and classes added.

**College of the Desert SATELLITE CAMPUSES – FALL 2013**

**East Valley Campus  
(EVC-Indio)**

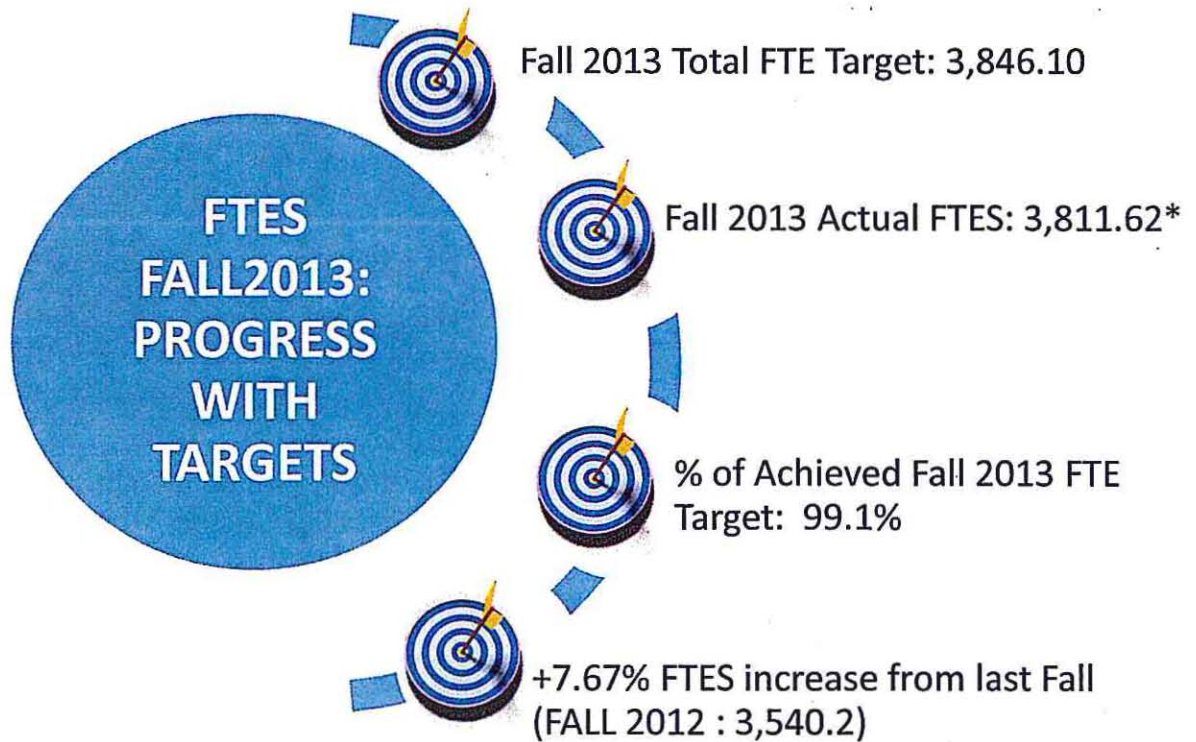
- 1,832 unduplicated students
- +26.7% unduplicated headcount increase from last fall (FALL 2012: 1,446 students)

**East Valley Campus  
(EVC-Mecca/Thermal)**

- 394 unduplicated students
- +3.14% unduplicated headcount increase from last fall (FALL 2012: 382 students)

**West Valley Campus  
(Palm Springs)**

- 446 students enrolled
- +2.8% unduplicated headcount increase from last fall (FALL 2012 : 434 students)



\*Projected FTES as of 9/10/13, which includes FTE projections of Positive Attendance Courses