

**DESERT COMMUNITY COLLEGE DISTRICT
REGULAR BOARD MEETING
COACHELLA VALLEY ECONOMIC PARTNERSHIP
3111 EAST TAHQUITZ CANYON WAY
PALM SPRINGS, CA 92262**

**FRIDAY, SEPTEMBER 21, 2012
MINUTES**

- I.** Chair Stefan called the meeting to order at 9:30 a.m. and asked Trustee O'Neill to lead the pledge of allegiance.

President Kinnamon called the roll:

Present: Becky Broughton
 Charles Hayden
 John Marman
 Michael O'Neill
 Bonnie Stefan

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

II. CONFIRMATION OF AGENDA:

The following items came to the attention of the members after the agenda was posted:

- Action item under President #4: Request to add the "Approval of response to 2011-2012 Grand Jury report – College of the Desert Public Safety Academy" as an urgency item and approval of response.
- Closed Session: Conference with Real Property Negotiators regarding cost and terms. Parcel number: 656040039 Agency Negotiator: Dr. Edwin Deas

Motion by Becky Broughton, second by Michael O'Neill, to approve the agenda of the September 21, 2012 meeting with the changes noted.

Discussion: Trustee Broughton suggested the action item being added under President #4 be handled earlier in the meeting as there are multiple copies that need to be made and delivered. It was agreed to place this before Public Comments on the agenda.

Vote

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

Motion carried unanimously.

III. CLOSED SESSION

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

IV. OPEN SESSION

Closed Session report:

Motion by Becky Broughton, second by Michael O'Neill, to pull Action, Human Resources #3: 45-day layoff notice Classified: #1 Secretary Health Services. Item #2 under Human Resources #3 will remain.

Vote

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

Motion carried unanimously.

Chair Stefan reiterated the items to be added to the agenda.

V. ACTION AGENDA

B. PRESIDENT

4. Approval of Response to 2011-2012 Grand Jury Report – College of the Desert, Public Safety Academy.

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

Discussion: President Kinnamon thanked the members for allowing this item be considered at this time. The response will be filed later today. He expressed his appreciation to staff and the attorney working with us pro bono, Steve Quintanilla. Mr. Quintanilla worked with staff to develop this response. He has also worked on many of these types of responses to grand juries on various issues.

Trustee Broughton had suggested a couple of minor changes to the document, including changing some of the wording to be firm but less confrontational.

Trustee O'Neill commented he served on the AdHoc Committee and also thanked Mr. Quintanilla, as he did an outstanding job, working under a great deal of pressure. He also thanked the college staff, specifically, Chris Madigan, Director of the Public Safety Academy and Pam Hunter, E.D. Institutional Advancement. He thought it represented a fair and balanced response to the findings of the Grand Jury.

Trustee Marman read the report and appreciates all the work that went into it. He hopes everyone will spend as much time looking at this report as they did other things. It is apparent to him it is possibly a misuse of public funds to go to all this trouble. He also hopes this brings an end to the issue. He commented we are proud of what the Public Safety Academy has accomplished.

Chair Stefan also appreciates all the hard work that went into this report. She hopes people will reserve their final opinions until all the facts are in. Now that they are we can be judged appropriately.

Vote

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

Motion carried unanimously.

VI. PUBLIC COMMENTS :

Chair Stefan explained that some colleges have their reports from the campus community groups under public comments and those groups must fill out the "Request to Address the Board" form at each meeting. College of the Desert sets aside time for these groups to speak, separate from the other Public Comments. These groups are still required to limit their comments to 3 minutes.

Mr. Mark Walthour addressed the Board regarding the new West Valley campus, lack of classes and an issue he encountered after registering and not receiving his student ID number.

VII. MINUTES

There were no corrections to the minutes of the regular meeting of August 17, 2012 and they stand approved.

VIII. REPORTS

- A. ASCOD: John Arroyo, ASCOD President, was not able to be present but submitted his report, which will be included with the minutes.

- B. CSEA - Lauro Jimenez was present and gave a brief report. The full report will be included with the minutes.

Dr. Kinnamon asked for the Chair's approval to interrupt the reports in order to introduce Mr. Steve Quintanilla. He commented that Mr. Quintanilla graciously worked with the college on the response to the Grand Jury report and did the work pro bono. He thanked Mr. Quintanilla for his hard work and commented how difficult it would have been to provide such a quality response without Mr. Quintanilla's expertise.

Mr. Quintanilla addressed the Board and expressed his pleasure in assisting the college in this endeavor and complimented the staff, particularly the sub-committee, for doing such a great job in documenting the history behind it. He did this as he believes in education. He started college, then left and returned through community college. His instructors encouraged him to continue full-time and he attended UCLA. He hopes to continue working through this process with the college. He thanked the Board members for the great job they do.

- C. COLLEGE OF THE DESERT FOUNDATION: Jim Hummer, Foundation Executive Director, was not present. His report will be included with the minutes.
- D. ACADEMIC SENATE: Zerryl Becker, Senate President, was present and gave a brief report. The full report will be included with the minutes.
- E. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Gene Marchu, Alumni Association Executive Director, was not able to attend but had submitted a written report, which will be included with the minutes.
- F. FACULTY ASSOCIATION: Gary Bergstrom was not able to be present but submitted a written report, which will be included with the minutes.
- G. C.O.D.A.A.: Catherine Levitt, CODAA Secretary, was present and gave a brief report. The full report will be included with the minutes.
- H. GOVERNING BOARD

Becky Broughton submitted a report which will be included with the minutes. She commented on the following:

- Thanked the Coachella Valley Economic Partnership for hosting our meeting today in the West Valley. She strongly believes in outreach to our communities.
- Invited everyone to attend the College VocTech night at the Fairgrounds on Wednesday, October 17. There has been great participation from the college in years past and encourages that same participation again.

Charles Hayden reported:

- He attended the LVN pinning.
- Met with the Palm Springs Unified School District Superintendent.

John Marman submitted a report which will be included with the minutes. He commented on the following:

- Attended several FLEX and athletic activities this last month.
- Reminded everyone that Homecoming was October 13.
- Thanked the Public Safety Academy and the cadets that attended the 9/11 ceremony in the park.
- He reminded everyone that the money going into the new buildings is Bond money and can only be used for buildings and infrastructure. It cannot be used to put teachers in classrooms. He agrees we need more classes and teachers. The state gives us a cap on the number of students we can serve. If we go above that cap we do not receive funding from the state. This year the state has deferred payments until the end of the year. We are currently 11% over cap. The college does not keep the money for tuition, it is sent to the state. He said we would like to earmark the money from out-of-state and international students and should publicize the fact we are going out of our way to have more seats for students.

Michael O'Neill submitted a report which will be included with the minutes. He commented on the following:

- Welcomed everyone to the West Valley
- Thanked CVEP for allowing us to use their facility.
- Attended the TRIO event at the Mecca-Thermal campus. He thanked Dr. Nery for her presentation at the event.
- Attended several FLEX events, including having the honor of introducing Dr. Kinnamon.
- Attended the Citizens' Bond Oversight Committee meeting.
- Served on the Public Safety Academy ad-hoc committee for the response to the Grand Jury Report.
- He and Trustee Broughton are serving on the Central Campus Redevelopment committee.

Andrew Campbell attended the following:

- The "Meet the Faculty" event.
- Club Rush
- LVN Pinning
- Marks Art Gallery opening

He shared some student concerns:

- Classes are so full that students are sitting on the floor and he suggests staff find seating for these students.
- Students have to walk all the way to the library to use a computer lab.

He read the Proclamation for National Disabilities Awareness Month.

Bonnie Stefan submitted a written report which will be included with the minutes. She commented on the following:

- She's very pleased to be out in the community and welcomed those community members in attendance. She and the Board welcome their comments.
- Various groups want to have discussions with the Board. This cannot be done at a Board meeting but 2 + 2 meetings could be planned. Nothing would be decided at these meetings, it would be a time for discussion only.

There had been concerns raised that unlike the campus group reports there were no time limits to Administrative Reports. Chair Stefan clarified that the Administrative Reports were like mini-sessions and was information the Board requested additional information on.

IX. ADMINISTRATIVE REPORTS

1. Superintendent/President: Dr. Joel Kinnamon

Dr. Kinnamon is very pleased to be a part of such a vibrant campus community, with so many committed individuals. He had the privilege of recognizing Classified Staff at the Classified Staff Breakfast.

He added to Trustee Marman's comments earlier about international students. He commented that the fees paid by 6 international or out-of-state students is equivalent to being able to offer 30 additional students a seat in a class.

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

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

Vote

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

Motion carried unanimously.

XI. ACTION AGENDA

A. BOARD OF TRUSTEES

1. Revised Board policy 2310 Regular meetings of the Board – second Reading

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

Discussion: None.

Vote

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

Motion carried unanimously.

2. Proclamation: National Disabilities Awareness Month

Motion by John Marman, second by Michael O’Neill, to receive the proclamation as presented.

Discussion: Trustee O’Neill asked if we were planning any activities for Disabilities Awareness Month. Mr. Gonzales reported that the Disabled Students Programs and Services (DSPS) was planning activities. The Board will be notified.

Vote

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

Motion carried unanimously.

B. PRESIDENT

1. Resolution: 092112-1 in support of Proposition 30: Schools and Local Public Safety Protection Act.

Motion by Charles Hayden, second by John Marman, to approve the resolution as presented.

Discussion: None.

Roll-Call Vote

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

Abstain: None

Motion carried unanimously.

2. Resolution: 092112-2 Opposition to Proposition 32: Prohibition on Political Contributions by Payroll Deduction and on Contributions to Candidates.

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

Discussion: None.

Vote

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

No: Charles Hayden

Absent: None

Abstain: None

Motion carried.

3. Renewal Term for the Business Representative and the Member-at-Large West Valley Representative on the Citizens' Bond Oversight Committee.

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

Discussion: Trustee O'Neill commented he is the Board's representative on this committee. The level of citizen participation is outstanding. They are very involved with what is going on and ask great questions. He said the college is honored to have people involved with this committee that are so committed to our bond program and making sure we are doing things correctly. They are to be commended.

Trustee Broughton agreed. These people give us their time and experience and we are fortunate to have them. She also thanked Trustee O'Neill for giving his time to this committee.

Trustee Marman commented these are diligent people that take their job seriously. He appreciates everyone that has been involved with the oversight committee.

Student Trustee Campbell also thanked the committee members for their hard work.

Vote

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

No: None

Absent: None

Abstain: None

Motion carried unanimously.

***This item was added to the agenda and discussed and approved earlier in the meeting.*

4. Approval of Response to 2011-2012 Grand Jury Report – College of the Desert, Public Safety Academy.

C. HUMAN RESOURCES

1. Employment Group A Appointments – Classified

Motion by Andrew Campbell, second by Michael O’Neill, to approve the appointments as presented.

Discussion: None.

Vote

Yes: Andrew Campbell, Becky Broughton, Charles Hayden, John Marman, Michael O’Neill, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

2. Delayed Paper Work (over 60 Days)

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

Discussion: Trustee O’Neill commented that we need to impress upon the individuals involved that the Board could refuse to approve this and the first signature that approved it could be the person paying what needs to be paid according to Ed Code. He would not want to be the person waiting to get paid for three months. He feels we are mistreating staff when we do not get the required paperwork in on time. The individuals receiving this paperwork have a responsibility not to let the individual start work until the appropriate paperwork is in place.

Trustee Broughton agreed with Trustee O’Neill and thanked Dr. Deas for setting up these procedures.

Vote

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

Motion carried unanimously.

3. Reclassifications – Classified - #2 (#1 on this item was pulled from the agenda)

Motion by Michael O'Neill, second by Becky Broughton, to approve the reclassifications as amended.

Discussion: Trustee Marman asked for additional information on this item. He thought this position was not filled for over a year. He also asked about the \$40,000 cut in the library budget. How much are we saving, if anything, by approving this item? What is the effect on a specific program?

Dr. Deas explained that in addition to the recommendations from the think tanks, Cabinet did a very intensive review of existing budgets and identified positions that had been vacant for more than one year. Cabinet checked with that area to see what the intentions were as to whether the position would be filled and when they were satisfied there were no active intentions to fill the position they removed the budget.

Dr. Kinnamon recommended postponing the item until the October 19th meeting in order to provide additional information.

Motion by Becky Broughton, second by Michael O'Neill, to postpone the item until the October 19, 2012 meeting.

Vote:

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

Motion carried unanimously.

4. Reclassifications – Classified

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

Discussion: Trustee Broughton asked when reclassifications can happen. Mr. Gonzales responded that in January CSEA staff members can submit a reclass proposal. It's reviewed in the spring term for implementation in the new fiscal year. There are also times when the college is doing reorganization and the reclass committee meets to address a particular situation. It can happen at any time throughout the year but the formal process, outlined in the contract, happens the beginning of January.

Vote:

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

Motion carried unanimously.

5. Revised Job Description – Classified

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

Discussion: None.

Vote:

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

Motion carried unanimously.

D. FISCAL SERVICES

1. Public hearing 2012-2013 Final Budget

A public hearing was opened.

Trustee Marman asked when the budget was due. Wade Ellis, Director of Fiscal Services, said it is due September 15. The County will be rolling our budget this next weekend, along with 3 other community colleges. The actual document for our budget does not go to the Chancellor's office until October 10.

Trustee Marman said they received a revised version of the budget yesterday and that is not enough time for the members to review. Especially not knowing what changed from the original document that was sent earlier in the week. He feels decisions to cut various budgets, like the Academic Senate budget, were made without really knowing what was going on.

Chair Stefan asked that since this is the public hearing this discussion be continued under the next item.

The Public Hearing was closed with no one wishing to address the Board.

2. Fiscal Year 2012-2013 Final Budget

Motion by Michael O'Neill, second by Charles Hayden, to approve the final budget as presented.

Discussion: Mr. Ellis explained the only change on the budget sheet sent yesterday was a rounding issue and the amount was \$4.00. It did not change any dollar amount in the budget previously received. In order to get it into the system for the County it had to equal exactly zero. There were items with "cents" attached and the County system does not allow "cents". Those were adjusted to round them.

Mr. Ellis addressed the question regarding the Academic Senate. He worked with the Academic Senate President, Zerryl Becker, and she understands how the various items will be paid and it is consistent with how it has been paid in the past. The dollars were removed out of the budget so those dollars could be used in other places in the budget where it is necessary. It has not been paid out of that budget for several years. She has the money in her budget she needs. The item in question is paid out of the President's budget. She thought it was paid out of her budget and she didn't have the money there. It had previously been allocated in the Senate budget, but also in the President's budget. That resulted in two sets of budgets for the same payment. We removed it from where it wasn't being paid (the Senate budget) and budgeted it from where it is being paid (President's budget for Memberships/Dues). That allowed those budget dollars help reduce the deficit and be used elsewhere and not over budgeting for the same expense.

This budget, once adopted, will change on a daily basis and is a living document. Many changes will happen through the year. Large transfers are brought to the Board for approval so the Board can see how those dollars change from when they originally approved the budget.

Trustee Broughton would like to have a future presentation on how much we are shrinking the various areas. Trustee Marman would like a more detailed explanation on the same. Trustee O'Neill thought it best to hold a special meeting devoted to just the budget prior to approving it.

Dr. Kinnamon thought it would be best to have budget information on the agenda on a more regular basis. He suggested the Board approve the budget in order for the college to move forward. He will work with College Planning Council and the Budget Sub-Committee to provide two types of presentations; one that talks about statewide reductions over the last 5 years and what we project moving forward, and, also more detail by program areas.

Mr. Ellis reviewed the budget handouts with the members. Trustee Marman commented that the International program netted the college \$105,000 and Mr. Ellis confirmed this. This is a net to the college and goes into the General Fund. Trustee Marman hopes we continue to grow this program and to eventually see it earmarked for additional seats over cap. Dr. Deas clarified that in order for these out-of-state/country funds used for specific growth in instruction we have to raise more revenue and dedicate it as suggested, or cut something that is existing. The current level of revenue from out-of-state/country is already being absorbed into the operating budget.

Trustee Marman asked what Perkins Funds are. Dean Jaramillo said it is a Federal grant that has to do with Career and Technical programs.

Trustee Broughton asked how the Board finds out about changes to the budget. Mr. Ellis said they are presented as transfers each month.

Dr. Deas wanted to be sure the Board understands the various aspects of the budget. In March, at the conclusion of the work of the Think Tanks and Cabinet, he presented best estimates of the state situation, how it would affect College of the Desert and action plans for 2011-2012, 2012-2013 and 3 years beyond that. It was proposed to the Board that the 2011 action plan would take place and 2013 would likely take place and the future years were best estimates at this time. At that time the Board approved the plan. Last month at the study session the Board was given an update of the state situation, how it would affect the college and how the actions plans hadn't changed. Everything done to this budget is according to that 5-year plan.

Trustee Marman said with the new President here he thought it appropriate to look at it again.

Trustee Stefan will work with Dr. Kinnamon and Dr. Deas to provide the answers to what the Board would like to have in regards to grant information and budget presentations.

Vote:

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

Motion carried.

4. Public Hearing Concerning the Intent to Award an Energy Service Contract and Enter into a Lease Purchase Agreement (*this item was moved to after the budget presentation (#2) in order to accommodate the presenter.*)

A public hearing was opened. Mr. Clyde Murley, the consultant working with us on this project, reviewed a power point with the members. Dr. Deas reported last month there were discussions about utilizing some of the inexpensive funding available to provide for the Palm Springs

project. We were advised to abandon that option as it could result in legal and/or tax problems. The entire Palm Desert Solar project will be financed out of redevelopment funds. We will save approximately \$1M per year in the General Fund from year one and thereafter.

There were no requests to address the Board during the hearing.

The public hearing was closed.

5. Solar Project at Palm Desert Campus

Motion by Becky Broughton, second by Charles Hayden, to approve the solar project as presented.

Discussion: Trustee O'Neill asked if the solar arrays tilt. Dr. Deas said they considered the tracking system but instead chose a fixed tilt. They tilt but don't move. The lowest point is 14 feet and will accommodate Street Fair vendor's as well as fire trucks. They will face west. Trustee Marman asked about the trees in the parking lot. Dr. Deas reported the trees within the parking lot will be removed. The project will begin construction in the Spring and be operational by Thanksgiving. The contractors will work with and around the Street Fair.

Vote:

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

Motion carried unanimously.

6. Notice of Intent to Award Contract for an Energy Service Contract

Motion by Charles Hayden, second by Michael O'Neill, to approve the notice of intent as presented.

Discussion: None.

Vote:

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

Motion carried unanimously.

XII. ADJOURN TO CLOSED SESSION

1. CONFERENCE WITH LEGAL ANTICIPATED LITIGATION: Section 54956.9

(b)(c) Specify number of potential cases: 5

2. **REAL PROPERTY NEGOTIATIONS:** Regarding price and terms with the County of Riverside. Agency negotiator: Dr. Edwin Deas

XIII. OPEN SESSION

No reportable action taken in closed session.

XIV. STUDY SESSION

1. West Valley Campus Presentation

Dr. Deas gave the audience an overview of the West Valley Campus. He introduced Lance O'Donnell, one of the architects on the project. Mr. O'Donnell reviewed a power point with the members and the community members present.

Dr. Deas addressed questions and comments from the community members.

Dr. Deas introduced John Raymond, Director of the Community & Economic Development Department. Mr. Raymond briefly addressed the Board.

Dr. Kinnamon thanked the community for their attendance. He commented he has met with Steve Pougnet, the Mayor of Palm Springs, and have discussed our ongoing relationship in developing this project. Mayor Pougnet was not able to attend today due to a previous commitment.

Dr. Kinnamon also reported that College of the Desert has won 2 GREEN awards from GREEN Technology Magazine this week. One is relative to our Master Plan and recognizes the COD West Valley Campus and another recognizing our policy on sustainability stewardship.

Chair Stefan thanked the community for attending. She commented we attempt to visit both ends of the valley each year.

The Board recessed for a community reception.

XV. FISCAL SERVICES cont'd at 3:30

The following items were taken out of order to accommodate the Palm Desert Solar project presenter.

3. Report of Workers' Compensation Self-Insurance

Motion by Charles Hayden, second by Michael O'Neill, to approve the report as presented.

Discussion: Trustee Marman commented this report came to the Trustees late and he asked for explanation. Mr. Ellis explained this is a report we file annually. COD is in a JPA for our Workers' Comp and we are required to report to the state insurance bureau. We report the periods that are open on workers' comp issues and the actual report has a great deal of detail on the individual claims. The report given to the members is a summary in order to maintain confidentiality. It shows claims that are still open, how much money has been paid out, and how many people are in it. The college is due to receive an award at the October meeting for how well we have done with workers' comp. Our workers' comp has dropped to the lowest of all the community colleges in the area.

Vote:

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

Motion carried unanimously.

7. Notice of Intent to Award Contract for the Demolition of Three Water Wells Project

Motion by John Marman, second by Charles Hayden, to approve the notice of intent as presented.

Discussion: Steve Renew, Director of Facilities, explained that in the infrastructure plan we moved away from being our own water district. We are maintaining one well, which will feed the reclaimed water line. Rather than continuing to maintain these wells we are not using we chose to properly decommission them.

Vote:

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

Motion carried unanimously.

XVI. ITEMS OF INFORMATION

1. Administrative Procedure 2310: Regular meetings of the Board

2. Desert Community College District's Amendments to the Conflict-of-Interest Code

XVII. SUGGESTIONS FOR FUTURE AGENDAS

Student Trustee Campbell:

- Study Session on the budget.

Charles Hayden: No suggestions

Becky Broughton:

- suggests looking at the December 2013 meeting date and its proximity to the holiday.

John Marman:

- Program Review process – signatures/responsibility on approving those reviews
- Update on door locks
- Administrator Contracts

Michael O'Neill had asked for several last month to be presented at the October meeting.

XVIII. BOARD COMMENTS

Chair Stefan thanked the members for indulging her request to hold a meeting in the West Valley. During a break she said Trustee O'Neill had suggested doing study sessions only in the east and west valley locations and tour whatever facility they are in.

Regarding other ways to have discussions with the unions she had heard that some colleges do community discussions.

Trustee Hayden asked about the Board of Governors meetings. He thought we were on the list for them to hold their meetings on campus. Dr. Kinnamon will check on that.

XIX. ADJOURN

Motion to adjourn by Becky Broughton, second by Michael O'Neill. Meeting adjourned at 3:50 p.m.

By: Becky Broughton, Clerk

**DESERT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Meeting Date: 9/21/2012

AREA: President

ITEM #: 4

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

**TITLE: APPROVAL OF RESPONSE TO "2011-2012 GRAND JURY REPORT -
COLLEGE OF THE DESERT - PUBLIC SAFETY ACADEMY"**

BACKGROUND:

Attached to this Supplemental Staff Report is the draft Response to the Riverside County Grand Jury Report titled "2011-2012 Grand Jury Report College of the Desert – Public Safety Academy" ("Report"). The Report was transmitted to the College under a cover letter addressed to former College President/Superintendent Jerry R. Patton and dated June 25, 2012, but which was received by the College on June 26, 2012. The Report was required to be kept confidential for a minimum of two working days until it was released to the public on June 27, 2012. Pursuant to California Penal Code Section 933, the College was directed to respond in writing to the Report on or before September 23, 2012, which is the statutorily required ninety (90) days after the date of the Report.

FISCAL IMPLICATIONS:

The Response was prepared at no charge by local attorney Steven B. Quintanilla as a gift to the College and its students.

RECOMMENDATION:

That the Board of Trustees approve the Response and allow the President/Superintendent to make any additional non-substantive changes he deems necessary and to submit the Response as directed by the Grand Jury.

Administrator Initiating Item: Joel Kinnamon	Cabinet Review & Approval: 09/18/2012 Chair & Vice Chair Review: 09/21/2012
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Dr. Bonnie Stefan
Chair, Board of Trustees



COLLEGE
of the
DESERT

Mr. Michael O'Neill
Vice Chair

Ms. Becky Broughton
Clerk

Mr. Charles Hayden
Member

Mr. John Marman
Member

Mr. Andrew Campbell
Student Trustee

September 22, 2012

Via Certified Mail, Return Receipt Requested and Facsimile

Honorable Sherril Ellsworth, Presiding Judge
Riverside Superior Court
Nelson Fowlkes, Foreperson
2011-12 Riverside County Grand Jury
P.O. Box 829
Riverside, California 92502

**Re: *Response to 2011-2012 Grand Jury Report
College of the Desert – Public Safety Academy***

Dr. Joel Kinnamon
President

Dear Hon. Ellsworth and Mr. Fowlkes:

This is in response to the Riverside County Grand Jury Report titled "2011-2012 Grand Jury Report College of the Desert – Public Safety Academy" ("Report") which was transmitted to the College of the Desert ("College") under a cover letter addressed to former College President/Superintendent Jerry R. Patton and dated June 25, 2012, but which was received by the College on June 26, 2012. (See Exhibit A.) The Report was required to be kept confidential for a minimum of two working days until it was released to the public on June 27, 2012. Pursuant to California Penal Code Section 933, the College was directed to respond in writing to the Report on or before September 23, 2012, which is the statutorily required ninety (90) days after the date of the Report.

This Response has been approved by the College's Board of Trustees at its regularly scheduled meeting of September 21, 2012, as an open session item. (See Exhibit B.)

Preliminary Statement – Background

The College's Public Safety Academy program ("Academy") was founded on January 1, 2001. The Academy provides educational opportunities in five public safety disciplines: (1) Advanced Officer Training; (2) Basic Peace Officer Training; (3) Fire Technology; (4) State Fire Marshall Certified Training including the Basic Firefighter Academy; and (5) Emergency Medical Technician.



The purpose of establishing a local Academy in the Coachella Valley was to be able to provide opportunities for “homegrown” students to pursue and achieve their aspirations of becoming public safety employees including reserve and full-time peace officers and firefighters to serve the communities where they grew up in and to support the needs of the local public safety agencies. (See Exhibit C.) Local police chiefs overwhelmingly supported the effort to establish a local Academy for basic and advanced officer training that would *not* require students to have to travel over 120 miles back and forth between the Coachella Valley and the Ben Clark Public Safety Training Center (“BCTC”), offered by Riverside Community College District and located in the City of Moreno Valley. Not only does a local Academy save students time and money, local training for homegrown cadets is also wholly consistent with the “community based policing” philosophies, policies and practices of the local law enforcement agencies in the Coachella Valley, including the Riverside County Sherriff’s Department (“RSD”), which provides contract police services for the cities of Rancho Mirage, Palm Desert, Indian Wells, La Quinta and Coachella, and the communities of Thermal, Mecca and Oasis under the administration of the Southern Coachella Valley Community Services District. Finally, it is self evident that local training of homegrown cadets will reduce the attrition rates experienced with new police officer and deputy hires from outside the Coachella Valley who find it challenging to acclimate to the local weather conditions or find it difficult to live at considerable distances from their hometowns.

As correctly noted in the Report, in order to complete the required POST Certification to be eligible for hire as a full-time peace officer, one must successfully complete the following three Module Training Programs:

- Basic Peace Officer Training Module III
- Basic Peace Officer Training Module II
- Basic Peace Officer Training Module I

The College is certified through POST to offer Modules III and II and has done so since 2002 and has provided the Module I training in the past (from 2002 to 2010) under RSD’s POST certification.

Listed below are the individual learning domains that make up the curriculum for Module III, as offered by the College:

- Leadership, Professionalism & Ethics
- Criminal Justice System
- Policing in the Community
- Introduction to Criminal Law
- Laws of Arrest
- Search and Seizure
- Presentation of Evidence
- Investigative Report Writing
- Vehicle Operations



- Use of Force
- Traffic Enforcement
- Crime Scenes, Evidence, and Forensics
- Custody
- Arrest Methods/Defensive Tactics
- First Aid and CPR
- Firearms/Chemical Agents
- Information Systems
- Crimes Against the Justice System
- Cultural Diversity/Discrimination

Listed below are the individual learning domains that make up the curriculum for Module II, as offered by the College:

- Policing in the Community
- Property Crimes
- Crimes Against Persons
- General Criminal Statutes
- Laws of Arrest
- Search and Seizure
- Presentation of Evidence
- Investigative Report Writing
- Use of Force
- Patrol Techniques
- Vehicle Pullovers
- Crimes in Progress
- Crime Scenes, Evidence, and Forensics
- Arrest Methods/Defense Tactics
- Firearms/Chemical Agents
- Crimes Against the Justice System
- Cultural Awareness/Discrimination

Module I is currently provided by RSD and MVC at the BCTC.

Listed below are the individual learning domains that make up the curriculum for Module I:

- Victimology/Crisis Intervention
- Crimes Against Children
- Sex Crimes
- Juvenile Law and Procedure
- Controlled Substances



- ABC Law
- Investigative Report Writing
- Vehicle Operations
- Use of Force
- Patrol Techniques
- Vehicle Pullovers
- Crimes in Progress
- Handling Disputes/Crowd Control
- Domestic Violence
- Unusual Occurrences
- Missing Persons
- Traffic Enforcement
- Traffic Accident Investigation
- Crime Scenes, Evidence, and Forensics
- Lifetime Fitness
- Arrest Methods/Defense Tactics
- Firearms/Chemical Agents
- People with Disabilities
- Gang Awareness
- Weapons Violations
- Hazardous Materials Awareness
- Emergency Management

The College provided Module I training every semester for eight straight years from 2002 through 2009, under RSD certification at the Academy's facilities located at the College in Palm Desert. During these eight years, 217 cadets completed the Module I training. Of the 217 cadets, 97 were hired as full time and reserve peace officers in local communities throughout the Coachella Valley and beyond. (See Exhibit __.) During the course of the College's on-site Module I training from 2002 through 2009, RSD involvement was limited to "testing oversight." The College, however, provided all on-site coordination, schedule development, instructor assignments, along with providing the physical class room facilities and certain on-site supplies and equipment in connection with the Module I training.

In 2010, the College presented only one Module I training course, with approximately 25 students enrolled and 19 graduating in December 2010. Of those 19 graduates, six are currently full-time police officers; one with RSD, three with City of Imperial, one with the City of Brawley, one with the United States Border Patrol and a seventh is employed as a full time Community Service Officer with the City of Desert Hot Springs. Two additional graduates received full time peace officer jobs locally but are no longer employed. The College is not required, nor does it have a formal system for tracking any students after they leave the College and are employed. As such, the numbers provided are based on our best information and may not necessarily be current. In 2010, RSD required that an additional 98 hours be added to the College's



curriculum for Module I . Further, RSD insisted on assigning a Recruit Training Officer (“RTO”) at a cost of \$8,000; that cost was assumed by the College.

In summary, since 2002, there have been 236 COD-PSA Module I graduates, and since 2012, approximately 101 (or just under 50%) graduates have been hired as either reserve or full time peace officers in the Coachella Valley and surrounding areas.

The College responds to the Grand Jury’s Findings and Recommendations as follows:

Finding 1: POST Certification

The College promotes itself as “a leader in providing ...public safety training” and advertises its Public Safety Academy that claims to provide “well defined academic programs leading to degrees and certificates in ...Basic Peace Officer Training.” The “Program Overview” states:

At the College of the Desert Public Safety Academy (COD-PSA) you can complete the POST Certified Training which is required to become a Full-Time Peace Officer or a Reserve Police Officer.

The Academy further lists the three required classes in the Module Training Program and orientation dates which include a date “pending” for Module I, followed by the cost breakdown of the three modules and “Total Estimated Costs \$3,223.”

From the published information it would appear that an interested applicant could become a fully-trained peace officer through the College’s program. The College is not currently certified to offer Module I Training.

In a letter dated May 12, 2011, the Riverside County Sheriff’s Office (RSO) outlined to the College administration, the basic requirements for a “long-term, collaboration and effective law enforcement training program with College of the Desert”. Included in the letter were these requirements:

GENERAL REQUIREMENTS

- *All aspects of training conducted in collaboration with the Sheriff must be coordinated solely through the commander of the Ben Clark Training Center (BCTC). The Sheriff’s Training Center is responsible for any coordination with POST, or application of POST requirements.*
- *Scheduling of all POST courses can be made in close collaboration with COD. However, the RSO must be able to conduct training that spans more than one traditional college semester and starts and/or finishes at a time not traditional to other college courses. RSO must have the authority to schedule training in order to minimize operational costs.*



- *Advisory input for academy operations must be made through RSO Academy Advisory Committee, which already contains the members of COD PSA's. It is critical that Basic Academy operations are consistent in both fulltime and modular formats. ...The current overlapping committees create confusion and duplication.*

MODULAR ACADEMY REQUIREMENTS

- *RSO must certify and coordinate all modules of the academy. RSO certifies a whole academy not just a module. Producing only one part of a POST Regular Basic Course does not serve the interest of the greater law enforcement community. There must be unity of command to insure [sic] accountability.*
- *No Deviation from POST Standards. Operations, oversight and management of the academy must meet POST standards and RSO standards...*

At this time there are no active negotiations between the College and the Sheriff.

Response to Finding 1:

The College agrees in part and disagrees in part with Finding 1.

The College agrees that from the formerly "*published information it would appear that an interested applicant could become a fully-trained peace officer through the College's program.*" However, the College's "Administration of Justice" webpage link at that time listed the following "Orientation Dates" as follows:

- Module III: January 18, 2012, (6 p.m. PSA Classroom 19)
- Module II: January 17, 2012, (6 p.m. PSA Classroom 19)
- **Module I: Anticipated December 2012** (See former website page, attached hereto as Exhibit __.)

The orientation date for Module I clearly indicated that the College was not offering Module I any time prior to December 2012. RSD was notified of this plan on January 30, 2012, in an email from Academy Director Christopher Madigan to BCTC Commander James McElvain of RSD, wherein Mr. Madigan informed Mr. McElvain of the Academy's hope to commence Module I training beginning around December 2012/January 2013. (See Exhibit __.)

Notwithstanding the above, in an effort to clear up any ambiguity, the College's "Basic Peace Officer Training and Public Safety Academy" webpage has been revised as follows:



“The two classes now available in our Module Training Program are as follows:

1. *BPOT-061 Basic Peace Officer Training Module III*
2. *BPOT-062 Basic Peace Officer Training Module II*

The College further agrees that it *“is not currently certified to offer Module I Training.”* To clarify this point, the College’s “Basic Peace Officer Training” webpage has been revised to indicate that Module I training is currently offered at the BCTC in Riverside. The revised language is set forth below:

“Note: COD does not offer a Module-I course. The closest available Module-I course currently being offered is through the Riverside Sheriff’s Department at the Ben Clark Training Center in Riverside.”

(Emphasis added.) (See Exhibit __.)

To determine whether a Module I course is needed, achievable and/or sustainable, the current President/Superintendent of the College, Dr. Joel Kinnamon, has requested that POST assess whether there is a need in the local law enforcement community (which includes the Coachella Valley, Imperial County, Morongo Basin and other nearby areas) for Module I training at the College.

.....

Again, the College provided Module I training every semester for eight straight years from 2002 through 2009, at the College’s facilities located at the College in Palm Desert. During these eight years, 217 cadets completed the Module I training. Of the 217 cadets, 97 were hired as full time or reserve peace officers in several local communities throughout the Coachella Valley and in adjacent regions. (See Exhibit __.) During the course of the College’s on-site Module I training from 2002 through 2009, RSD’s involvement was limited to “testing oversight.” The College, however, provided all on-site coordination, schedule development, instructor assignments, along with providing the physical class room facilities and certain on-site supplies and equipment in connection with the Module I training.

In 2010, the College presented only one Module I training course, with approximately 25 students enrolled and 19 graduating in December 2010. Of those 19 graduates, six are currently full-time police officers; one with RSD, three with City of Imperial, one with the City of Brawley, one with the United States Border Patrol and a seventh is employed as a full time Community Service Officer with the City of Desert Hot Springs. Two additional graduates received full time peace officer jobs locally but are no longer employed. The College is not required, nor does it have a formal system for tracking any students after they leave the College and are employed. As such, the numbers provided are based on our best information and may not necessarily be current. In 2010, RSD required that an additional 98 hours be added to the College’s curriculum for Module I. Further, RSD also insisted on assigning a Recruit Training Officer (RTO) at a cost of \$8,000; that cost was assumed by the College.



The College agrees that it received a letter, dated May 12, 2011, from the Riverside County Sheriff's Department, and that "[a]t this time there are no active negotiations between the College and the Sheriff." However, extensive negotiations took place before and after the May 12, 2011, meeting of the College's Law Enforcement Advisory Committee ("Committee") regarding the scope of the peace officer basic training RSD would consider permitting the College to provide under the RSD's POST Certification.

As early as November 7, 2008, RSD was aware that the College had been authorized by RSD to conduct Module I training and that the College was interested in continuing to present the Module I training at its on-campus facilities. (See Exhibit __.) Thereafter, on September 21, 2010, former President/Superintendent Jerry Patton informed Sheriff Stanley Sniff of the College's "desire to obtain our own POST Certification as a stand-alone program" by July 1, 2012. (See Exhibit __.) In response, the Sheriff informed Mr. Patton, in a letter dated September 28, 2010, that while the College's direction to obtain "certification independent of and separate from the Sheriff's POST certification" was "completely new," RSD could "handily accommodate" the College's "revised direction" and that Training Academy Staff at BCTC would immediately begin re-programming its resources in accordance with the College's new guidance. (See Exhibit __.) In response to the Sheriff's expressed support, Director Madigan wrote in an email, dated October 19, 2010, to RSD Captain Richard Coz, that on behalf of President/Superintendent Patton, the College was "most appreciative of the Sheriff's Department's support in presenting the Module I course here at COD." Mr. Madigan further stated "[t]hat continued support will be very important to us as we strive for our own Module I certification in the near future. Although we have set an ambitious goal of July 2012 to achieve this, we also understand there will be many challenges in reaching this milestone." (See Exhibit __.) It was also noted that the College did not intend to request that RSD provide any support for a Module I course in calendar year 2011, but did intend to request RSD provide support for a Module I course in Spring 2012. Mr. Madigan noted, however, that due to the budgetary constraints at the time, the College was not prepared to commit to funding the total cost of any support from RSD.

Later, in a letter dated January 31, 2011, Captain Coz provided Director Madigan with a "budget showing the cost to produce the Regular Basic Course Module 1 (RBC-M1) for College of the Desert – Public Safety Academy (COD-PSA) in January 2012 based on a maximum enrollment of 25 students." (See Exhibit __.) Captain Coz noted that "[t]he single largest increase is caused by the POST requirement to always have an academy coordinator physically at the site of any academy class," which was a requirement that presumably took effect on January 1, 2011.

On February 15, 2011, the Committee met to discuss "Module I Certification Status." At the time, some Committee members expressed reservations over pursuing a Module I certification by 2012. Members voiced a variety of concerns with regard to the wisdom of the direction and requested two follow up meetings in order to better evaluate the impacts and consider possible alternatives. Meeting dates were set for March 22, 2011, and April 12, 2011. (See Exhibit __.)

On March 22, 2011, the Committee discussed several issues related to the scope of peace officer basic training at the College under the topic described as "Recent Developments." The Committee discussed (1)



whether the College should mirror Moreno Valley College's ("MVC") Modules III, II and I curriculum; (2) whether the College and MVC should consider a regional curriculum; and (3) whether the College and MVC should consider delivery "connectivity enhancements among participating colleges." In addition, the Committee discussed whether a Module I course was viable in Spring 2012 and whether the College should continue with its pursuit of its own Module I certification mirrored after MVC's curriculum and with RSD resource support. The Committee also discussed whether the College should continue only with Modules III and II. (See Exhibit ___.) At the meeting, Committee members expressed that they "agreed that a long term partnership with RSD and local law enforcement agencies was essential for continued program viability."

On May 9, 2011, the Committee met again to discuss a "Long Term Partnership Strategy for COD and RSD," which included a discussion of issues such as (1) whether the College should mirror MVC's Modules III and II curriculum; (2) whether the College and MVC should stagger Module I courses; and (3) what efforts staff has made to amend the Academy's Module I review standards. On the agenda too was an item regarding updating and reviewing existing contracts between RSD and the College. In addition, the Committee discussed (1) whether a Module I course was viable in Spring 2012; (2) whether the College should continue with its pursuit of its own Module I certification mirrored after MVC's curriculum and with RSD resource support; or (3) whether the College should continue only with Modules III and II with limited RSD support. (See Exhibit ___.)

Committee Member Sheriff Sniff attended the May 9, 2011, meeting where the primary focus of the discussion was on whether RSD would authorize the College to offer and conduct Module I training. The issue of a long term partnership strategy between the College and RSD was discussed in depth. Director Madigan recapped the actions taken by the College toward establishing such a long term partnership with RSD and described the College's efforts to have the College's Module III and II curriculum and the College's Correctional Officer Training course mirror MVC's. Sheriff Sniff indicated he was encouraged by these steps, but he also expressed reservations on re-engaging with the College due to past experiences and he provided a detailed account of his concerns.¹ Committee Member Indio Police Chief Brad Ramos commented that issues of the past had been well addressed and that it would benefit the Committee to agree to move forward. There was no expressed opposition to Chief Ramos' suggestion. President/Superintendent Patton, however, proposed developing a written joint agreement that would spell out both agencies' expectations of a long term partnership. Sheriff Sniff was in favor of this approach, and Director Madigan and Captain Coz were assigned to develop the initial framework for such an agreement. Director Madigan and Captain Coz planned to meet on May 27, 2011, for this purpose.

¹ In a letter dated September 1, 2011, Assistant Executive Director Alan B. Deal of the Standards and Development Division of POST informed President/Superintendent Patton that after reviewing "the possible compromise of POST high stakes tests of the COD campus, it was their "conclusion that COD had exercised commensurate diligence." He also expressed his hope "that all presenters of POST-certified training curricula remain continually vigilant in order to maintain the integrity and professionalism of California law enforcement." (See Exhibit ___)



Prior to the planned May 27, 2011, meeting between Director Madigan and Captain Coz, Sheriff Sniff dispatched a letter, dated May 12, 2011, to President/Superintendent Patton outlining the conditions under which RSD would agree to enter into a new contract to re-establish, under RSD's POST certification, "the Modular Program at the Academy." The letter set forth the following requirements:

1. POST Requirements. All aspects of POST-certified training, particularly safety and test security, must solely be under the direct supervision of the RSD.
2. Current Contract Required. There must be in place at all times an agreement (contract) between the College and the County that safeguards the County of Riverside and the Sheriff's interest.
3. Coordination. All aspects of training conducted in collaboration with the Sheriff must be coordinated solely through the commander of BCTC.
4. Flexibility. RSD must be able to conduct training that spans more than one traditional college semester and starts and/or finishes at a time not traditional to other college courses.
5. Focus on Law Enforcement Needs. Law Enforcement Training must be law enforcement-centered as opposed to college-centered.
6. COD Academy Committee. Advisory input for academy operations must be made through the RSD Academy Advisory Committee, which already contains the members of the College's Academy Committee. The Sheriff recommended that the College's Advisory Committee focus on other law enforcement training conducted on-site.
7. Modules. RSD must certify and coordinate all modules of the Academy.
8. No Deviation from POST Standards. Operations, oversight and management of the academy must meet POST standards and RSD standards and coordination and oversight must fully comply with the POST Administrative Manual and RSD policy/procedure.
9. Staff Required. The College must contract and fund a full-time RSO coordinator (RSO Sergeant) and a full-time RSO Recruit Training Officer (RSO Deputy) since POST requires a full-time coordinator for each academy and the RSO coordinator must oversee all academy operations at the College.
10. Offsite Training Required for Some POST Requirements. Some training must be conducted at both the College and BCTC.
11. Uniforms. Uniforms, Standards, equipment and requirements, will be set by RSO.

Sheriff Sniff concluded his letter by stating: "These are the foundations we would like to see as we move forward in establishing a long-term, collaborative and effective law enforcement training program with College of the Desert. I look forward to this effort and remain committed to assist COD in any possible way."

The College responded in a letter from President/Superintendent Patton, dated September 20, 2011, which was hand delivered to Sheriff Sniff by Mr. Madigan on September 21, 2011.. In the letter,



President/Superintendent Patton expressed his pleasure in reaching an agreement on several points outlined in the Sheriff's May 12 letter. (See Exhibit __.)²

In response to President/Superintendent Patton's September 20th letter, Sheriff Sniff sent Mr. Patton a letter, dated November 9, 2011, stating: "We have enjoyed a unique collaborative partnership over the years and support the concept of advanced training and basic law enforcement training in the Coachella Valley to not only support our needs, but those of our allied law enforcement partners as well." (See Exhibit __.) The Sheriff further pointed out that "We do not have the availability to re-program our funding to support any additional expenses for modular training at COD PSA during the current FY, one in which we narrowly avoided layoffs due to county budget constraints. We are open to looking at this for the next FY (12/13)."

Thereafter, on January 24, 2012, Director Madigan met with Captain McElvain to discuss the College's counter proposal, titled "COD Modular Academies Presentation Cost Requirements." The counter-proposal outlined the costs of the following components of the Module training: (1) TACT Staff Costs; (2) Presentation Material Costs; (3) Recruit Costs; (4) Adjunct Instructor Costs; and (5) Facility Costs. Basically, the College offered to cover the costs of all presentation material, all costs associated with adjunct instructors' compensation plus the costs to produce or purchase instructional material used by the instructors. The College also offered to incur the cost of maintaining set "instructor-to-student" ratios for: (1) physical training; (2) defensive tactics training; (3) firearms training; and (5) scenario training as shall be determined by RSD using POST safety standards. The College's counter-proposal also offered to have the College incur all costs associated with class room instruction, multi-media presentations and off-site facility use costs, at sites determined by RSD for necessary scenario training and testing.

On January 27, 2012, Captain McElvain wrote to Director Madigan acknowledging the meeting they had regarding College's counter-proposal and he expressed that he needed a "better understanding" of the counter-proposal. (See Exhibit __.) Although Mr. McElvain acknowledged that the Sheriff's May 12, 2011, letter served as a guideline regarding the relationship between RSD and the College with respect to the Academy, he indicated he would nonetheless present any proposals that the College may offer. Thereafter, on January 30, 2012, Mr. Madigan wrote back to Mr. McElvain, thanking him for considering the College's counterproposal. Mr. Madigan then proceeded to outline the College's desires regarding the Sheriff's May 12, 2011, letter. Mr. Madigan asserted that the College was in full support of five of the six "General Requirements" with the exception of dissolving the Committee. With regard to "Modular Academy Requirements" Mr. Madigan noted that the College supported five of the six conditions, with the exception of the certification and coordination of the College's Module III and II programs. Mr. Madigan acknowledged that while he was very aware of RSD's previous concerns with regard to the College's capability and commitment to operating a high quality training program in full compliance with POST standards, he was very confident that all such concerns had been fully addressed. Mr. Madigan also invited

² Mr. Patton also acknowledged in his letter to the Sheriff that "close to 100 full time and reserve law enforcement officer [were] currently employed by local and surrounding agencies," with "close to 20 percent" employed by RSD.



Mr. McElvain and members of his staff to monitor or inspect any aspect of the College's Module III and II operation at anytime.

With regard to staffing costs, Mr. Madigan reiterated his suggestion that the current AOT sergeant position also be responsible for Module I coordination at the College and that an AOT deputy/corporal position perhaps perform back-up Module I RTO duties as needed. However, recognizing the demands of a Module I RTO, Mr. Madigan offered that the College might consider funding a full time RTO position for the duration of a Module I course (approximately 6 months), which represents roughly half of the \$126,297 Mr. McElvain quoted for a full year. Mr. Madigan also suggested that other related and reasonable position costs such as for a vehicle, phone and radio would be entertained by the College for funding a Module I course. Mr. Madigan also presented the idea of the College making available some of the Academy's facilities for RSD to run east end Correctional Officer courses Monday through Friday during the daytime at no cost to RSD, in exchange for waiving some or all Module I course staffing costs. Finally, Mr. Madigan informed Mr. McElvain that for planning purposes, it was most ideal for the College to offer a Module I around December, 2012/January, 2013 in order to take advantage of cooler weather, which would likely be preceded by a sequential Module III and II in the Summer/Fall of 2012 at the College.³

The purpose of the above communication was to clarify the College's interest in keeping the dialog and negotiations open with respect to reaching a consensus on the "Long Term Partnership Strategy for COD and RSD," which was the stated goal of the Committee nearly a year before when the issue first surfaced. As such, Mr. Madigan ended his comments to Mr. McElvain by saying: "We remain committed to providing excellent training to our students, while meeting the public safety needs of our communities and we look forward to working with RSD in pursuing every option that will assist in accomplishing this."

On April 10, 2012, Director Madigan met with Captain McElvain and Lieutenant Paulson of BCTC to discuss the Sheriff's response to the College's counter-proposal. Basically, the College's counter-proposal stood as follows: (1) the College wanted to maintain its Module III and II POST certifications and its own advisory Committee; and (2) the College would consider paying up to \$70,000 (six months' salary) for a RSD Module I RTO during its 492 hour Module I course at the College.

In response to the April 10 meeting, on or about April 18, 2012, RSD Captain McElvain affirmed by email to Mr. Madigan that the College be allowed to offer and conduct Module I training only if:

- (1) The College relinquishes control of all Modules III and II training to BCTC;
- (2) The College dissolves the Law Enforcement Advisory Committee;

³ At the time, the COD Foundation was involved in a campaign to raise money for the Academy, and Mr. Madigan informed Mr. McElvain that the results of the subject campaign would likely determine how much the College would be able to fund for a Module I course, but the results would not be know until mid April 2012.



- (3) The College pays approximately \$312,000 to RSD annually for RSD's RTO and Coordinator's salary and benefits costs⁴; and
- (4) The College agrees to all RSD requirements set forth in Sheriff Sniff's May 12, 2011, letter to former President/Superintendent Patton.

(See Exhibit __.)

At this point, the College agrees that *"there are no active negotiations between the College and the Sheriff."* In April 2012, the College was in the process of recruiting a new College President/Superintendent to replace Mr. Patton, who in the fall of 2011 announced his planned retirement from his six-year post as the College's President/Superintendent, effective June 30, 2012. In light of the demands presented by the Sheriff that included the College relinquishing control of Modules III and II training to BCTC; dissolving the Law Enforcement Advisory Committee; paying approximately \$312,000 to RSD annually; and meeting all the other demands set forth in the Sheriff's May 12, 2011, the College chose to defer any further negotiations with the Sheriff regarding the future of the College's Public Safety Academy program until the new President/Superintendent had adequate time to assess the matter and make a recommendation to the College's Board of Trustees. Many of the demands set forth in the Sheriff's letter required direction from the elected Board of Trustees since they would impact not only College policy, but also the College's budget, both of which the Board of Trustees are responsible for determining.

Dr. Joel Kinnamon succeeded Mr. Patton as President/Superintendent of the College on July 9, 2012. Since his arrival, he has diligently been reviewing and assessing the matter. Dr. Kinnamon has discussed the matter with the Board of Trustees and has consulted with members of the Law Enforcement Advisory Committee, College staff, POST representatives, legal counsel, and even the Sheriff to help him determine what policy direction the College should take with respect to this very important service that the College provides to not only the local law enforcement community, but also the larger community served by the College.

Finding 2: Academy Curriculum

Through interviews with all the chiefs and commanders of law enforcement agencies in the Coachella Valley, which utilize most of the graduates of the Academy, the Grand Jury learned that there is a lack of effectiveness in classroom instruction at the Academy. This ineffectiveness is attributed to outdated instructional methods and curriculum being used. The Grand Jury found that only one Academy graduate of all three peace officer training modules in the past five years is still employed in the Coachella Valley. Some

⁴ At the time, the College was paying \$3,000 each for two part time RTOs and \$5,000 for a single Coordinator per semester for both Modules III and II, for an annual cost of \$16,000. Academy staff estimated that it would only cost the College an additional \$4,000 to pay for the increase responsibilities to conduct and oversee a Module I training, for a total of \$20,000 for all three Modules, versus the \$312,000 for just Module I as proposed by RSD.



chiefs stated that recruits were unprepared to pass the probationary period, after receiving training at the Academy. During its investigation, the Grand Jury learned that some instructors at the Academy are teaching classes that lack relevance to the students' required training. An example of this lack of relevancy is an eight-hour course about the history of the handgun. Other instructors do nothing more than show videos, thus limiting and/or totally eliminating opportunities for class participation and providing no follow-up to the pseudo-instruction. POST trains highly qualified law enforcement personnel, who are subject matter experts in quality orientation instruction, to become mentors to those instructing at law enforcement academies and regional training centers throughout the state. The POST Master Instructor Certification Course is a two-year program to train and certify law enforcement personnel in developing curriculum and modern methods of delivery of that material. These master instructors train the trainers at academies and training centers. They are used by POST training agencies to assist their instructors to improve their curriculum classroom.

Response to Finding 2:

The College disagrees with the finding that *"only one Academy graduate of all three peace officer training modules in the past five years is still employed in the Coachella Valley."*

In 2010 alone, the College's single Module I training course graduated 19 cadets in December 2010. Of those 19 graduates, six have become fulltime peace officers with the Riverside County Sheriff's Department, Brawley Police Department, Imperial Police Department and the United States Border Patrol, A seventh graduate is working as a full time Community Service Officer for the Desert Hot Springs Police Department. Since 2002, 101 graduates have been hired as either reserve or full time peace officers in the Coachella Valley and surrounding areas and many of them are still employed with their respective law enforcement agencies. (See Exhibit __.)

The College is not in a position to agree or disagree with the finding that *"[s]ome chiefs stated that recruits were unprepared to pass the probationary period, after receiving training at the Academy."* However, as noted-above, since 2002, 101 graduates have been hired as either reserve or full time peace officers in the Coachella Valley and surrounding areas and many of them are still employed with their respective law enforcement agencies. This indicates that many of the College's graduates have passed probation with their respective law enforcement agency employers, which include but are not limited to the Riverside County Sheriff's Department, Palm Springs Police Department, Indio Police Department, Cathedral City Police Department, Brawley Police Department, Imperial Police Department, the United States Border Patrol and Desert Hot Springs Police Department. (See Exhibit __.)

The College disagrees with the following findings: (1) *"that there is a lack of effectiveness in classroom instruction at the Academy"* that *"is attributed to outdated instructional methods and curriculum being used"*; (2) *"that some instructors at the Academy are teaching classes that lack relevance to the students' required training"*; and (3) that some *"instructors do nothing more than show videos, thus limiting and/or*



totally eliminating opportunities for class participation and providing no follow-up to the pseudo-instruction.”

The Basic Peace Officer Training (“BPOT”) curriculum is established and regulated by POST. Every BPOT curriculum in California is required to present the exact same minimum curriculum to be certified by POST. For Module III the minimum is 19 Learning Domains and 144 hours, for Module II the minimum is 17 Learning Domains and 189 hours and for Module I the minimum is 27 Learning Domains and 394 hours. Individual academies may add to this minimum as their needs dictate. For example, the CHP Academy might include more courses and hours in Accident Investigation, DUI Arrests and Vehicle Code Enforcement. Sheriff’s Academies might choose to include more courses and or hours on Corrections and Courts.

The College’s curriculum for both Modules III and II exceeds minimum POST Learning Domains and required hours. For instance, the College’s Module III is 168 hours, which exceeds the POST minimum by 24 hours, and the College’s Module II is 268 hours, which exceeds the POST minimum by 79 hours. The College had planned to conduct a Module I with 492 hours, which would have been identical to BCTC’s Module I.

The relevance of instruction is continuously evaluated. As an example, the firearms course mentioned in the Report was modified in 2010 and again in Fall 2012. This course now incorporates the latest laser training technology for new Module III students. A new lead firearms instructor has also been assigned.

The College currently participates in the Academy Instructor Certificate Program (“AICP”) per POST Regulation 1009. All College BPOT instructors are currently certified by POST and meet the College’s adjunct hiring requirements as well. The AICP requires satisfactory completion of the POST 40 hour Academy Instructor Certificate Course (“AICC”). This course stresses the latest and most effective teaching methods, and in particular the importance of facilitating student learning objectives through hands on activities, role playing, team building assignments, individual presentations as well as traditional lecture, power point, and relevant real-world videos that assist with visual learning. To remain in the AICP, individual instructors must teach a minimum of 24 hours and complete eight hours of professional development training during a three year cycle. Additionally, the College’s instructors teaching specialized manipulative skills training such as Defensive Tactics/Arrest Methods, Firearms, Use of Force and CPR/First Aid must satisfactorily complete additional POST certified instructional courses.

All the College’s BPOT Instructors are critiqued by students at the completion of each Learning Domain. These critiques are reviewed by both Director Madigan and the BPOT Coordinator and copies are then provided to the instructor and placed in the instructor’s file. Instructors are personally evaluated by the Dean, Director and Coordinator every 3 years, in accordance with the College’s faculty evaluation policy and procedure.



As noted above, since 2012, 101 graduates have been hired as either reserve or full time peace officers in the Coachella Valley and surrounding areas and many of them are still employed with their respective law enforcement agencies, which include but are not limited to the Riverside County Sheriff's Department, Brawley Police Department, Imperial Police Department, the United States Border Patrol and Desert Hot Springs Police Department. (See Exhibit __.) This is evidence that the College's curriculum and its instructors are very effective and successful with respect to producing qualified law enforcement personnel.

The College agrees with this finding: *"POST trains highly qualified law enforcement personnel, who are subject matter experts in quality orientation instruction, to become mentors to those instructing at law enforcement academies and regional training centers throughout the state. The POST Master Instructor Certification Course is a two-year program to train and certify law enforcement personnel in developing curriculum and modern methods of delivery of that material. These master instructors train the trainers at academies and training centers. They are used by POST training agencies to assist their instructors to improve their curriculum classroom."*

The San Diego Regional Training Center coordinates the POST Master Instructor program. Five POST Master Instructor courses have been conducted since the course was first approved in 2007. There are approximately 50 Master Instructors in the State of California, used primarily for advanced training, instructor mentoring and curriculum development. The BCTC has no Master Instructors currently assigned. Although POST does not require Master Instructors for Basic Peace Officer Training, the College has explored this issue. Per Ann Brewer at POST, only the larger academies such as Los Angeles Police Department and the Los Angeles County Sheriff's Department have any significant number of Master Instructors on staff, with that number being in the range of two to three per large academy. Although having at least one Master Instructor at COD-PSA would be beneficial for instructor mentoring and curriculum development, that level of certification is not a requirement for the instruction or administration of any of the Basic Peace Officer Training courses. POST offers a number of advanced technical, supervisory, management and executive level training courses. These more advanced levels of law enforcement professional development are where the talents of the Master Instructors are best utilized.

But, as mentioned above, the College currently participates in AICP per POST Regulation 1009. In addition the instructors also meet the COD adjunct faculty hiring standards which are a Bachelor's Degree and two years of experience, an Associate's Degree and six years of experience or an approved equivalency for experience, or education or training.

In conclusion, the College's instructors are very proactive in providing up to date instruction and curriculum to students. As such, the College does not believe there is a need to utilize Master Instructors, nor is it required to so by POST, the proper regulatory authority. Nonetheless, the College staff recognizes the positive benefit that at least one such instructor would bring to the College and two part time basic course instructors have already started the lengthy, time consuming and expensive process on their own by recently completing the POST Instructor Level II course.



Finding 3: Advisory Committee

POST mandates that police academies have an advisory committee with local law enforcement leaders. Interviews with the nine members of the Advisory Committee revealed a number of problems with the committee:

- *Membership*
 - a. *One did not know he was a member of the committee.*
 - b. *One was not sure he was a member of the committee.*
 - c. *One said he was a member in name only.*
- *The majority are not sure of their duties or responsibilities.*
- *Members agree that meetings are not held on a regular basis. Most indicate they had not been to or rarely attend meetings.*
- *Committee members, in general, think the committee is ineffective because there is little interaction between the committee and the Academy.*

Response to Finding 3:

The College agrees with the finding that “*POST mandates that police academies have an advisory committee with local law enforcement leaders.*” However, The College is not in a position to agree or disagree with the following findings: (1) that one of the Committee members did not know he was a member of the committee; (2) that one of the Committee members was not sure he was a member of the committee; (3) that one of the committee members said he was a member in name only; (4) that the majority of the members were not sure of their duties or responsibilities; or (5) that the Committee members, in general, think the Committee is ineffective because there is little interaction between the committee and the Academy. However, the College agrees with the findings “*that meetings are not held on a regular basis*” and that “*most had not been to or rarely attend meetings.*”

The Advisory Committee is *currently* made up of the following local law enforcement executives:

- Kevin Conner, Chief of Police, City of Cathedral City
- Al Franz, Chief of Police, City of Palm Springs
- James McElvain, Captain, Riverside County Sheriff's Department and BCTC Director
- Leonard Purvis, Chief of Police, City of Banning
- Kate Singer, Chief of Police, City of Desert Hot Springs
- Steve Smith, Chief of Police, City of Blythe
- Stanley Sniff, Sheriff, Riverside County Sheriff's Department

The College acknowledges that the POST Academy Management Guidelines provides that the functions of the Advisory Committee are as follows:



- Providing guidance on ethical and professional standards
- Evaluating existing curriculum and making recommendations for curriculum changes
- Assisting in developing academy entrance standards
- Advising on qualifications and performance of academy staff and instructional personnel
- Assisting in recruiting students and instructional staff
- Publicizing the training program
- Participating in developing training goals that address future training needs

The above guidelines were provided to the Advisory Committee at its February 2011, meeting. (See Exhibit __.) The Committee members who attended this meeting agreed with the POST guidelines. A Committee meeting was recently held the week of August 13, 2012, to again discuss the POST Advisory Committee guidelines. This was presented again in light of several new members who were added to the Committee since April 2011.

Only two additional Committee meetings were held in 2011. On March 22, 2011, the Committee met to discuss several issues related to the scope of peace officer basic training at the College under the topic described as "Recent Developments." The Committee discussed (1) whether the College should mirror Moreno Valley College's ("MVC") Modules III, II and I curriculum; (2) whether the College and MVC should consider a regional curriculum; and (3) whether the College and MVC should consider delivery "connectivity enhancements among participating colleges." In addition, the Committee discussed whether a Module I course was viable in Spring 2012 and whether the College should continue with its pursuit of its own Module I certification mirrored after MVC's curriculum and with RSD resource support. The Committee also discussed whether the College should continue only with Modules III and II. (See Exhibit __.) At the meeting, Committee members expressed that they "agreed that a long term partnership with RSD and local law enforcement agencies was essential for continued program viability."

On May 9, 2011, the Committee met again to discuss a "Long Term Partnership Strategy for COD and RSD." which included a discussion of issues such as (1) whether the College should mirror MVC's Modules III and II curriculum; (2) whether the College and MVC should stagger Module I courses; and (3) what efforts staff has made to amend the Academy's Module I review standards. On the agenda too was an item regarding updating and reviewing existing contracts between RSD and the College. In addition, the Committee discussed whether a Module I course was viable in Spring 2012 and whether the College should continue with its pursuit of its own Module I certification mirrored after MVC's curriculum and with RSD resource support, or whether the College should continue only with Modules III and II with limited RSD support. (See Exhibit __.)

Committee Member Sheriff Sniff attended the May 9, 2011, meeting where the primary focus of the discussion was on whether RSD would authorize the College to offer and conduct Module I training. The issue of a long term partnership strategy between the College and RSD was discussed in depth. Director



Madigan recapped the actions taken by the College toward establishing such a long term partnership with RSD and described the College's efforts to have the College's Module III and II curriculum and the College's Correctional Officer Training course mirror MVC's. Sheriff Sniff indicated he was encouraged by these steps, but he also expressed reservations on re-engaging with the College due to past experiences and he provided a detailed account of his concerns. Committee Member Indio Police Chief Brad commented that issues of the past had been well addressed and that it would benefit the Committee to agree to move forward. There was no expressed opposition to Chief Ramos' suggestion. President/Superintendent Patton, however, proposed developing a written joint agreement that would spell out both agencies' expectations of a long term partnership. Sheriff Sniff was in favor of this approach, and Director Madigan and Captain Coz were assigned to develop the initial framework for such an agreement. Director Madigan and Captain Coz planned to meet on May 27, 2011 for this purpose.

However, prior to the planned May 27, 2011, meeting between Director Madigan and Captain Coz, Sheriff Sniff dispatched a letter, dated May 9, 2011, to President/Superintendent Patton outlining the conditions under which RSD would agree to enter into a new contract to re-establish, under RSD's POST certification, "the Modular Program at the Academy." The letter set forth several requirements, which included having all "[a]dvisory input for academy operations must be made through the RSD Academy Advisory Committee . . ." instead of by the College's Committee. (See Exhibit ____.) This message from the Sheriff, who is the chief executive officer of the largest law enforcement organization in Riverside County was distributed to all Committee members and this may have discouraged them from taking a very proactive role in future Committee meetings until the College was able to resolve the issue with the Sheriff.

Currently, the Sheriff is demanding that the College be allowed to offer and conduct Module I training only if the College relinquishes control of all Modules III and II training to BCTC and the College dissolves the Law Enforcement Advisory Committee. In light of the Sheriff's current posture, the Committee felt no need to meet this year (except in August 2013 to meet the new President/Superintendent and to discuss the Grand Jury Report) until the new President/Superintendent Dr. Kinnamon has an opportunity to fully assess the matter and present the matter to the College's Board of Trustees for direction since many of the demands set forth in the Sheriff's letter require direction from the Board since they would impact not only College policy, but also the College's budget, both of which the Board of Trustees is responsible for determining.

Despite the above, there has been significant interaction with the Committee members and other area law enforcement executives with regards to adding a Police Science Degree and Certificate Program to the College's curriculum. In December 2011, the members of the Committee and other law enforcement executives were provided questionnaires seeking input on the following: (1) the number of reserve police officers needed over the next five years; (2) the number of full time police officers needed over the next five years; (3) the value of each of the Module III, II and I courses to their respective departments; (4) the value of a Module III and II Reserve Police Officer Certificate of Achievement; (5) the value of a Module I Basic Police Officer Certificate of Achievement; and (6) the value of a Police Science Associates Degree. Chiefs of Police from as far away as El Centro and Blythe responded to the questionnaires. Moreover, Director Madigan meets informally with individual Committee members and also communicates with members on a



regular basis by phone and email to ensure current information is disseminated and lines of communication remain open.

Since the May 9, 2011 meeting the composition of the Committee changed in light of several changes in several local law enforcement executive positions. For instance, Richard Twiss became Indio Police Chief, Kate Singer became Desert Hot Springs Police Chief, Captain Laura Quattlebaum became the Indio CHP Commander and Captain James McElvain became the BCTC Director. And, in light of the fact there have been no meetings between the May 2011 meeting and the time the Grand Jury conducted their interviews of the Committee members, it is no surprise that one member may not have known he was a member of the Committee; was not sure he was a member of the Committee; or thought that he was a member of the Committee in name only. Also, in light of the lack of Committee meetings since May 2011 (excepting the August 2012 Committee meeting) due to the pending unresolved issue with the Sheriff and the new members added since the May 2011 meeting as a result of the changes in local law enforcement executive positions, it is not surprising that a majority of the members were probably not sure of their duties or responsibilities.

A Committee meeting however, was held the week of August 13, 2012, to discuss the Grand Jury Report, determine whether the College should obtain its own Module I certification, introduce the College President/Superintendent and discuss the POST Advisory Committee guidelines.

Finding 4: Information Accuracy

The Academy publicizes that it provides the training necessary for the three levels of peace officer training. Currently, the Academy does not offer Module I through which a student can become a sworn peace officer. It leaves the impression on its website, as of June 11, 2012, that the program is, or soon will be, available. From sworn testimony the Grand Jury concluded that this practice is misleading to potential students.

Response to Finding 4:

The College does not agree that “[t]he Academy publicizes that it provides the training necessary for the three levels of peace officer training.” The College catalog is the requisite official publication that documents all programs of study and courses. The 2012/13 catalog does include the description of the Module I course as approved by the California Community College Chancellor’s Office. Within the course description of the Basic Peace Officer Training – Intense Format (BPOT-065) it clearly states that “The POST certification is held by the Riverside Sheriff Department, our sponsoring Law Enforcement Agency.” The course description for BPOT-063, Module I should, but does not, include that same language. The College advertises and promotes the courses it does offer and provide under Modules III and II, for which the College has been independently certified by POST (separate from BCTC’s POST certifications) to provide at its on-campus facilities. Modules III and II, are two of the three modules that a cadet must complete to become a sworn peace officer in California.



The College does agree that currently “*the Academy does not offer Module I through which a student can become a sworn peace officer,*” although it has in the past provided Module I training at the College from 2002 through 2010, under the RSD POST certification.

The College also agrees that “*the Academy does not offer Module I through which a student can become a sworn peace officer,*” and that “*its website, as of June 11, 2012, that the program is, or soon will be, available*” may have been “*misleading to potential students.*” Notwithstanding, the College’s “Administration of Justice” webpage at that time listed the following “Orientation Dates” as follows:

- Module III: January 18, 2012, (6 p.m. PSA Classroom 19)
- Module II: January 17, 2012, (6 p.m. PSA Classroom 19)
- **Module I: Anticipated December 2012** (See former website page, attached hereto as Exhibit __.)

The orientation date for Module I clearly indicated that the College was not offering Module I any time prior to December 2012. RSD was notified of this plan on January 30, 2012, in an email from Director Madigan to BCTC Commander McElvain, wherein Mr. Madigan informed Mr. McElvain of the Academy’s hope to commence Module I training beginning around December 2012/January 2013. (See Exhibit __.)

However, in an effort to clear up any ambiguity, the College’s “Basic Peace Officer Training” webpage has been revised as follows:

The two classes now available in our Module Training Program are as follows:

3. **BPOT-061 Basic Peace Officer Training Module III**
4. **BPOT-062 Basic Peace Officer Training Module II**

Moreover, because the College does not currently provide Module I training at the College, it has also revised its “Basic Peace Officer Training” webpage to indicate that Module I training is currently offered at BCTC in Riverside. The revised language is set forth below:

Note: COD does not offer a Module I course. The closest available Module I course currently being offered is through the Riverside Sheriff’s Department at the Ben Clark Center in Riverside.

(Emphasis added.) (See Exhibit __.)

The current President/Superintendent of the College, Dr. Joel Kinnamon, has requested that POST assess whether there is a need in the local law enforcement community (which includes the Coachella Valley, Imperial County, Morongo Basin and other nearby areas) for Module I training at the College.

.....



Recommendations

Additionally, the College must respond to the following recommendations by reporting one of the following actions: (a) the recommendation has been implemented, with a summary regarding the implemented action; (b) the recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation; (c) the recommendation requires further analysis, with an explanation and the scope, parameters and timeframe, not to exceed six (6) months from the date of publication of the Report; or (d) the recommendation will not be implemented because it is not warranted or is not reasonable, with a recommendation therefore.

Recommendation No. 1:

The College must obtain a POST Certification for Module I. accomplished by obtaining its own Certification from POST or through an agreement with the County Sheriff, similar to the agreement between Riverside Community College and the Ben Clark Training Center.

Response:

This recommendation requires further analysis by the College. As mentioned above, Dr. Kinnamon, who recently assumed the College President/Superintendent position on July 9, 2012, is diligently reviewing this matter to ultimately determine what alternatives should be presented to the College's Board of Trustees. Again, many of the demands set forth in the Sheriff's May 12, 2011, letter required direction from the elected Board of Trustees since they would impact not only College policy, but also the College's budget, both of which the Board of Trustees are responsible for determining. Since receipt of the Grand Jury Report, Dr. Kinnamon has discussed the matter with the Board of Trustees and has consulted with members of the Committee, College staff, POST representatives, legal counsel, and even the Sheriff to help him determine what policy direction the College should take with respect to this very important service that the College provides to not only the local law enforcement community, but also the larger community that the College serves.

To determine whether a Module I course is needed, achievable and/or sustainable, President/Superintendent Kinnamon has requested that POST assess whether there is a need in the local law enforcement community (which includes the Coachella Valley, Imperial County, Morongo Basin and other nearby areas) for Module I training at the College.

.....
Dr. Kinnamon anticipates presenting the matter to the Board of Trustees no later than the December 2012 Board meeting for official Board direction and/ or a final determination on the Sheriff's May 12, 2011, letter proposal .



Recommendation No. 2:

The Academy staff must be proactive in providing effective, up-to-date instruction and curriculum to their students. To accomplish this, the Academy must utilize POST Master Instructors.

Response:

The recommendation to provide “*effective, up-to-date instruction and curriculum*” the students has been implemented since the Academy was established.

The College’s BPOT curriculum is established and regulated by POST. Every BPOT curriculum in California is required to present the exact same minimum curriculum to be certified by POST. For Module III the minimum is 19 Learning Domains and 144 hours, for Module II the minimum is 17 Learning Domains and 189 hours and for Module I the minimum is 27 Learning Domains and 394 hours. Individual academies may add to this minimum as their needs dictate. For example, the CHP Academy might include more courses and hours in Accident Investigation, DUI Arrests, and Vehicle Code Enforcement. Sheriff’s Academies might choose to include more courses and or hours on Corrections and Courts. As mentioned above, the College’s curriculum for both Modules III and II exceeds minimum POST Learning Domains and required hours. For instance, the College’s Module III is 168 hours, which exceeds the POST minimum by 24 hours, and the College’s Module II is 268 hours, which exceeds the POST minimum by 79 hours.

The BPOT curriculum at the College has been prescribed and approved by POST. POST provides the Training and Testing Specifications and Student Workbooks for each of the 43 Learning Domains that make up the entire BPOT curriculum. To attain a modular course certification an academy must submit Expanded Course Outlines to POST for approval for each Learning Domain instructed in that course. Courses are updated by POST on a regular basis through Training and Testing Specifications and Student Learning Domain Workbooks. Instructors in turn use the latest Training and Testing Specifications, POST approved Expanded Course Outlines and student Workbooks to create individual lesson plans for their assigned Learning Domain(s). To assist instructors prior to the beginning of each course the College provides each a CD containing the following information: (1) POST Training and Testing Specifications; (2) Expanded Course Outlines; and (3) Basic lesson plans that include POST approved student Learning Activities. (See Exhibit __.) Also included on the CD are: (1) the course’s Safety Policy; (2) hourly instructor schedule; (3) Instructor Handbook; and (4) Recruit Standard Operating Procedures. Also, prior to the beginning of each course all instructors are encouraged to attend a paid professional development and orientation meeting in which the latest instructional information and training is provided.

The Module III and II curriculum just completed in Spring 2012 was approved by POST in January 2012. The College’s Fall Module III and II 2012 curriculum has also been approved by POST and reflects any new Training and Testing Specifications and Student Learning Domain Workbook changes as of July 1, 2012.



In conclusion, the College's BPOT instructors are in fact very proactive in providing up to date instruction and curriculum to its students.

The recommendation that "*the Academy must utilize POST Master Instructors*" will not be implemented because it is not warranted or reasonable.

The College has explored this issue and discovered that there have been five POST Master Instructor Certification courses conducted since 2008 with the average number of graduates being approximately 10 per class. Per Ann Brewer at POST, only the larger academies such as Los Angeles Police Department and the Los Angeles County Sheriff's Department have any significant number of Master Instructors on staff, with that number being in the range of two to three per large academy. Although having at least one Master Instructor at COD-PSA would be beneficial for instructor mentoring and curriculum development, that level of certification is not a requirement for the instruction or administration of any of the Basic Peace Officer Training courses. POST offers a number of advanced technical, supervisory, management and executive level training courses. These more advanced levels of law enforcement professional development are where the talents of the Master Instructors are best utilized.

But, as mentioned above, the College currently participates in the AICP per POST Regulation 1009. In addition they also meet the COD adjunct faculty hiring standards which are a Bachelor's Degree and two years of experience, an Associate's Degree and six years of experience or an approved equivalency for experience, or education or training.

In conclusion, the College's instructors are very proactive in providing up to date instruction and curriculum to students. As such, the College does not believe there is a need to utilize Master Instructors, nor is it required to so by POST, the proper regulatory authority. Nonetheless, the College recognizes the positive benefit that at least one such instructor would bring to the College and has already had two part time basic course instructors begin this process by completing the POST Instructor Level II course.

Recommendation No. 3:

The College must reorganize the Advisory Committee to make it effective. The members must be made aware of their duties and responsibilities. The College must involve the committee by seeking and considering ideas and advice from the committee regarding Academy programs. Meetings, with pre-published agendas, must be held quarterly, at a minimum. They must be held on regularly designated dates and times and meet at one specific location (ideally on the College campus).

Response:

This recommendation requires further analysis and discussion with the newly comprised Committee which currently consists of the following local law enforcement executives:



- Kevin Conner, Chief of Police, City of Cathedral City
- Al Franz, Chief of Police, City of Palm Springs
- James McElvain, Captain, Riverside County Sheriff's Department and BCTC Director
- Leonard Purvis, Chief of Police, City of Banning
- Kate Singer, Chief of Police, City of Desert Hot Springs
- Steve Smith, Chief of Police, City of Blythe
- Stanley Sniff, Sheriff, Riverside County Sheriff's Department

The College acknowledges that the POST Academy Management Guidelines provides that the functions of the Advisory Committee are as follows:

- Providing guidance on ethical and professional standards
- Evaluating existing curriculum and making recommendations for curriculum changes
- Assisting in developing academy entrance standards
- Advising on qualifications and performance of academy staff and instructional personnel
- Assisting in recruiting students and instructional staff
- Publicizing the training program
- Participating in developing training goals that address future training needs

The above guidelines were provided to the Advisory Committee at its February 2011 meeting. (See Exhibit __.) The Committee members who attended this meeting agreed with the POST guidelines. A Committee meeting was recently held the week of August 13, 2012, to again discuss the POST Advisory Committee guidelines. This was presented again in light of several new members who were added to the Committee since April 2011.

Holding quarterly advisory meetings is not a POST or community college requirement. In fact the POST guideline is one meeting per semester or two per year, which is the same frequency the BCTC advisory committee holds its meetings. Notwithstanding, Director Madigan will discuss the need for more than two meetings per year, which will be dependent upon what direction the Board of Trustees take with respect to the Sheriff's May 12, 2011, letter proposal, at its December 2012 Board meeting.

In light of the foregoing, Director Madigan anticipates receiving final direction on the scope of the Committee's duties and responsibilities and their role in managing the College's Academy program, along with the frequency of their meetings from the Board of Trustees at the same December 2012 Board meeting, at which the Board is expected to either provide direction or take action on the Sheriff's May 12, 2011, letter proposal.

Recommendation No. 4:



The College must immediately correct literature, including Internet sites, which incorrectly indicate that complete training to become a peace officer is available.

Response:

This recommendation has been implemented. Some literature, such as the college catalog, is produced for multiple years. Requisite changes in all publications will be implemented as new publications are produced.

Notwithstanding the above, in an effort to clear up any ambiguity, the College's "Basic Peace Officer Training" webpage has been revised as follows:

"The two classes now available in our Module Training Program are as follows:

1. *BPOT-061 Basic Peace Officer Training Module III*
2. *BPOT-062 Basic Peace Officer Training Module II*

The College further agrees that it *"is not currently certified to offer Module I Training."* To clarify this point, the College's "Basic Peace Officer Training" webpage has been revised to indicate that Module I training is currently offered at the Ben Clark Training Center in Riverside. The revised language is set forth below:

"Note: COD does not offer a Module-I course. The closest available Module-I course currently being offered is through the Riverside Sheriff's Department at the Ben Clark Training Center in Riverside."

(Emphasis added.) (See Exhibit __.)

Respectfully submitted,

Dr. Joel L. Kinnamon, Superintendent/President
College of the Desert

Enclosures:

List of Exhibits
Exhibits I - __

NOTE: Complete both sides of this page for ALL annual reports

State of California
Department of Industrial Relations
Self Insurance Plans
2265 Watt Avenue, Suite 1
Sacramento, CA 95825
Web site <http://sip.dir.ca.gov>
E-mail: sip@dir.ca.gov



PUBLIC SELF INSURER'S ANNUAL REPORT

I. GENERAL-To be completed by the employer

1. CERTIFICATE NUMBER:

A-7634-03-062

Active Revoked

2. PERIOD OF REPORT:

Full Year Interim/Amended Report for the Period of:

From Date (mm/dd/yy) To Date (mm/dd/yy)

3. NAME OF MASTER CERTIFICATE HOLDER

NAME Desert Community College District

FEDERAL TAX ID NUMBER

ADDRESS 43500 Monterey Ave

33-0535430

CITY Palm Desert

STATE CA

ZIP+4 92260

4. TYPE OF PUBLIC AGENCY:

CITY/COUNTY

POLICE/FIRE

TRANSIT

SCHOOL

HOSPITAL

OTHER

5. During the period of this report, has there been any of the following with respect to the master certificate holder, subsidiary, affiliate, JPA's or its member agencies?

A merger or unification?

Yes

No

Changes in name or identify

Yes

No

Any addition to Self Insurance Program?

Yes

No

If yes, explain:

6. TOTAL EMPLOYMENT AND WAGES PAID IN FISCAL YEAR 2011-2012 FOR THIS SELF INSURER:

(a) NUMBER OF EMPLOYEES 744

(Number of individual employees listed on for DE-6 for year ending June 30, 2012)

(b) TOTAL WAGES AND SALARIES PAID \$ 30,349,196

(As reported on EDD Form DE-6 or other similar EDD forms)

7. TO WHOM DO YOU WANT CORRESPONDENCE ADDRESSED?

TITLE Mr. FIRST NAME Wade MI W. LAST Ellis

COMPANY NAME: Desert Community College District

ADDRESS: 43-500 Monterey Avenue

CITY: Palm Desert STATE: CA ZIP+4: 92260-2499

PHONE: (760) 773-2513 FAX: (760) 341-8678

E-MAIL ADDRESS: wellis@collegeofthedesert.edu

8. CERTIFICATION BY AGENCY OFFICIAL:

I declare under the penalty of perjury that I have examined this Self Insurer's Annual Report and to the best of my knowledge and believe it is true, correct and complete.

SIGNATURE (Original Only):

DATE: 09/19/12

Wade W. Ellis, CPA

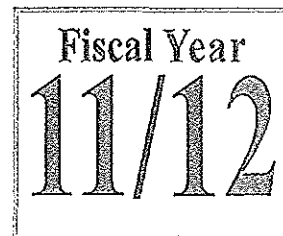
TYPED NAME: Wade W. Ellis, CPA

AGENCY NAME: Desert Community College District

STREET ADDRESS: 43-500 Monterey Avenue

CITY: Palm Desert STATE: CA ZIP+4: 92260-2499

PHONE: (760) 773-2513 FAX: (760) 341-8678



5. (Continued)

9. List the full legal names of each separate affiliate member whose liabilities are being reported under this annual report, the certificate number of each such member.

Full Legal Name

Affiliate Certificate No.

NOTE 1: Add additional page(s) to list additional members, is necessary.

NOTE 2: If more than one claims administrator is used, then liabilities must be reported separately for each claims adjusting location using a Liabilities by Reporting Location page.

Fiscal Year
11/12

NOTE: Self Insured Employer
Complete this page on ALL reports.

RECORDS STORAGE

1. Are claim records stored at any location other than with the current administrator?

Yes No If yes, Where? Riverside Office

A. Agency Name Iron Mountian

Address 1760 North St. Thomas Circle

City Orange State CA

Zip+4 928654235 Phone (800) 300-2940

C. Agency Name

Address

City State

Zip+4 Phone

B. Agency Name

Address

City State

Zip+4 Phone

D. Agency Name

Address

City State

Zip+4 Phone

INSURANCE COVERAGE

1. Are any of your workers' compensation liabilities in California during the reporting period covered by a standard workers' compensation insurance policy?

Yes No If Yes:

1. Name of Insurance Company:

Policy Number:

Policy Issue Date:

2. Name of Insurance Company:

Policy Number:

Policy Issue Date:

2. Are any of your workers' compensation liabilities in California during the reporting period covered by a specific excess workers' compensation insurance policy?

Yes No If Yes:

1. Name of Carrier: Protected Insurance Programs for Schools

Policy Number: None

Policy Issue Date: 07/01/11 - 6-30-12

Retention Limit: 1st Dollar Reinsurance Program

2. Name of Carrier:

Policy Number:

Policy Issue Date:

Retention Limit:

3. Do you carry an aggregate (stop loss) workers' compensation insurance policy?

Yes No If Yes:

1. Name of Carrier:

Policy Number:

Policy Issue Date:

Retention Limit:

2. Name of Carrier:

Policy Number:

Policy Issue Date:

Retention Limit:

OPEN INDEMNITY CLAIMS

A. Attach a list of ALL Open Indemnity Claims by reporting location and by year reported and with claims in alphabetical order, or a computer prepared printout organized in the same format.

Fiscal Year
11/12

NOTE: Claims Administrator
Complete this page for ALL reports



II. LIABILITIES BY REPORTING LOCATION

Reporting Location Nos.: A-7634-03-062

Name of Master Certificate Holder: Desert Community College District

Type of Report:

Original Report (Due October 1 each year) Amended Report for the Period of: Interim Report

A. CASES AND BENEFITS (to nearest dollar)		From Date (mm/dd/yy)	To Date (mm/dd/yy)	Incurred Liability		Paid to Date		Future Liability	
	Number			\$ Indemnity	\$ Medical	\$ Indemnity	\$ Medical	\$ Indemnity	\$ Medical
1. Cases open as of 6/30/2011 reported prior to FY 2007-08	1			14,542	35,000	10,909	29,007	3,633	5,993
2. Open & Closed Cases:									
a. FY 2007-08 Total Cases Reported	24			186,950	370,475	169,980	283,017	26,970	87,458
FY 2007-09 Cases Open	2			132,461	197,601	105,481	110,143		
b. FY 2008-09 Total Cases Reported	32			3,383	69,628	3,383	69,628	0	0
FY 2008-09 Cases Open	0			0	0	0	0		
c. FY 2009-10 Total Cases Reported	29			213,674	295,299	179,911	183,873	33,763	111,426
FY 2009-10 Cases Open	4			187,440	197,526	153,677	86,100		
d. FY 2010-11 Total Cases Reported	24			153,614	252,379	124,037	127,680	29,577	124,699
FY 2010-11 Cases Open	7			136,922	216,939	107,345	92,240		
e. FY 2011-12 Total Cases Reported	1			4,140	10,000	4,140	3,301	0	6,699
FY 2011-12 Cases Open	1			4,140	10,000	4,140	3,301		
								\$ Indemnity	\$ Medical
SUBTOTAL								93,943	336,275
TOTAL								430,218	

3. ESTIMATED FUTURE LIABILITY (Indemnity plus Medical)

4. Total Benefits paid during FY 2011-12 (including all case expenditures):	99,031	147,984
5. Number of MEDICAL-ONLY cases reported in FY 2011-12:	0	
6. Number of INDEMNITY cases reported in FY 2011-12:	1	
7. TOTAL of 5 and 6 (also entered in 2e above):	1	
8. TOTAL number of open indemnity cases (all years):	14	
9. Number of Fatality cases reported in FY 2011-12:	0	
10. (a) Number of FY 2011-12 claims for which the employer or administrator was notified of representation by an attorney or legal representative in FY 2011-12:	0	
10. (b) Number of non-FY 2011-12 claims for which the employer or administrator was notified of representation by an attorney or legal representative in FY 2011-12:	2	

Fiscal Year
11/12

A. NAME OF ADMINISTRATOR(S)/ADMINISTRATING AGENCY(IES) SUBMITTING THIS REPORT.

I. Name (Person) Josie Thompson Administrative Agency's
Agency Name Keenan & Associates Certificate No.: 062
Address 4204 Riverwalk Pkwy, Ste 400 or Self Administered
City Riverside State CA Zip+4 92505

B. HAS THERE BEEN A CHANGE IN ADMINISTRATOR/ADMINISTRATIVE AGENCY DURING THE PERIOD OF THIS REPORT PERIOD? YES NO

IF YES: DATE OF CHANGE:

TYPE OF CHANGE: Change in Administrative Agency
 Change to or from Self Administration

NAME OF NEW ADMINISTRATOR(S)/ADMINISTRATIVE AGENCY(IES):

Name
Agency Name
Address
City State Zip+4

CERTIFICATION

I declare under penalty of perjury that I have prepared or caused this report to be prepared and I have examined this liabilities report of this self insurer's workers' compensation liabilities. To the best of my knowledge and belief this report is true, correct and complete with respect to the workers' compensation liabilities incurred and paid. I further declare under the penalty of perjury that the estimates of future liability of workers' compensation claims made in this report reflect the administrator's best judgment as to the future liability of claims, using prevailing industry standards, and the signatory intends Self Insurance Plans to rely upon the representation.

Original Signature of Administrator (Qualified Person)

Date: 08/01/12

TYPED NAME OF ADMINISTRATOR

Administrator's First Name: Josie

M.I.:

Last Name: Thompson

Title: Manager

Name of Administrative Agency or Employer: Keenan & Associates

Street Address: 4204 Riverwalk Pkwy, Ste 400

City: Riverside

State: CA

Zip+4: 92505

Phone No. of Administrator: (951) 715-0190

Fax No.: (951) 788-8013

E-mail Address of Administrator: jthompson@keenan.com

Fiscal Year
11/12

DCCD Board of Trustees Meeting
ASCOD President Report
Friday, September 21, 2012

Welcome Week

During the first week of our fall semester at College of the Desert the ASCOD Student Senate hosted our Welcome Week event. This year our senate decided to hand out backpacks, pencils, highlighters and a stress ball all printed with the ASCOD logo. The purpose of this event was to welcome our Student body and to inform the Students about their Student Government. The event was a great success; the students were excited about their ASCOD welcome package. It is even more exciting to see them carrying their backpacks now. Our hope is to increase awareness about the student senate with our student colleagues.

Homecoming

With October right around the corner, the student government is preparing for our annual Homecoming Game. Homecoming will be on October 13, 2012 at Boone field COD VS Citrus College. The senate has approved our 2012-2013 Homecoming theme, being "Hollywood Night". During the week of Homecoming ASCOD is preparing some wonderful events for the students to enjoy. To stay with our theme we will be hosting "COD's Drive in" on Wednesday October 10, 2012. We will be showing a classic Hollywood movie and broadcast it on KCOD so students can tune inn in their car as they enjoy the movie. Thursday September 11, 2012 we will have our Tailgate Party. This will be an opportunity for students to get pumped up about the game and to show all their COD spirit. We will be having free food, games and lots fun. Mark your Calendars we hope to see you all there.

Club Rush

This past week ASCOD hosted our annual Club Rush Week. This was an opportunity for students to get involved with the campus and join a Club. The event was very well attended. We had over 20 clubs participate and several hundred of our students signed up to join a COD club.

CCSSAA

The ASCOD Student Senate approved to send 10 students and 1 advisor to the California Community College Student Affairs Association Student Leadership Conference in Los Angeles CA on October 19-21, 2012. This will be a conference where students have an opportunity to develop their leadership skills. During this conference the students will be participating in a variety of workshops from Leadership 101 to learning Parliamentary Procedure. We are excited to be able to provide this opportunity to current and future student leaders.

General Assembly

The ASCOD Student Senate approved to send 10 students and 1 advisor to the SSCCC Fall general Assembly in Rancho Mirage CA on November 2-4, 2012. The conference will focus on issues that affect the California Community Colleges. During this conference we will have the opportunity to debate and

adopt resolutions that will help the students across the state set priorities for advocacy regarding our system.

Prop 30

I want to take this opportunity to encourage the Board of Trustees to adopt the resolution in support of Proposition 30. We believe that this proposition is important to the preservation of our system. The ASCOD Student Senate will be considering adoption of a similar resolution next week at our regular Student Senate meeting.

Computer Labs

I have met with several concerned students regarding the lack of general computers for student use on campus. Some of the comments have been about the inconvenience of having to walk all the way to the College library and the very little computer resources. This is a serious concern for our students and I would like to be able to provide answers to our students about the college plans to make more computers available for student use.

Thank You,

John Arroyo,
ASCOD President
Tel: (760) 568- 7508
Email: pascod@collegeofthedesert.edu

**DESERT COMMUNITY COLLEGE DISTRICT
2012 - 2013 FINAL BUDGET
GENERAL FUND UNRESTRICTED**

	2011-12 Final Budget	2011-12 Actual	2012-13 Final Budget	Changes Between Budget Yrs.	Notes
REVENUES					
Base Revenues	34,266,556	34,734,393	32,923,983	(1,342,573)	A
State Income	1,314,000	1,265,333	1,269,000	(45,000)	B
Local Income	1,640,862	1,692,753	1,685,862	45,000	C
Total Revenue	37,221,418	37,692,479	35,878,845	(1,342,573)	
Expenditures					
Full-Time Teaching Salaries	8,691,962	8,691,459	7,742,199	(949,763)	1
Adjunct Teaching Salaries	3,742,223	3,839,883	3,323,737	(418,486)	2
Other Academic Salaries	1,969,905	1,627,063	1,458,131	(511,774)	3
Administration Salaries (1)	3,767,476	3,798,918	3,673,831	(93,645)	4
Classified Salaries, Aides	1,039,656	956,596	1,043,593	3,937	5
Classified Salaries, Other	5,513,161	5,172,449	5,457,900	(55,261)	5
Employee Benefits	7,221,317	7,567,294	7,269,700	48,383	6
Supplies & Materials	459,936	350,901	452,245	(7,691)	7
Contracts & Services	5,493,738	4,481,792	5,229,774	(263,964)	8
Sub-Total Operating Expense	37,899,374	36,386,355	35,651,110	(2,248,264)	
Capital Outlay	236,949	193,179	132,965	(103,984)	9
Sub-Total Operating Exp. & Capital Outlay	38,136,323	36,579,534	35,784,075	(2,352,248)	
Excess Revenue over (Expenditures)	(914,905)	1,112,946	94,770	1,009,675	
Transfers within General Fund	1,103,434	893,815	865,130	(238,304)	10
Transfers to Fund 6X	810,945	810,945	710,396	(100,549)	11
Total Expenditures	40,060,702	38,284,294	37,359,601	(2,691,101)	
Excess Total Expenditures over Total Revenues	(2,829,284)	(591,815)	(1,480,756)		
General Fund - Beginning Balance					
7.5% Required Reserve	3,003,803		2,801,970		
Reserve for Future Liabilities	5,379,380		4,989,398		
	8,383,183	8,383,183	7,791,368		
General Fund - Ending Balance (Reserve)	5,553,899	7,791,368	6,310,612		

(1) Mgmt., Classified Supv. & Confidential

DESERT COMMUNITY COLLEGE DISTRICT
2012-13 FINAL BUDGET
Unrestricted General Fund Income Estimates

	2011-12 Budget Detail	2011-12 Actual	2012-13 Budget Detail	Changes	Notes
BASE REVENUES					
Calculated Base Revenue	36,204,198		35,782,655		
State Funding Cut	(1,937,642)		(2,858,672)		
Annual COLA	-		-		
Adjusted BASE REVENUE	34,266,556	34,734,393	32,923,983	(1,342,573)	A
STATE INCOME					
P. T. Faculty Equity Pay	172,000	171,674	172,000		
Lottery	1,100,000	1,053,744	1,055,000		
Other State Fees	40,000	38,887	40,000		
Other	2,000	1,028	2,000		
Total Other Revenue	1,314,000	1,265,333	1,269,000	(45,000)	B
LOCAL REVENUES					
Rentals and Leases	23,000	44,036	45,000		
Interest	55,000	36,711	21,662		
Nonresident/Foreign Tuition	1,334,862	1,443,440	1,450,000		
Parking Fines	138,000	116,379	118,000		
Misc. Local Income	90,000	52,187	51,200		
Total Local Revenues	1,640,862	1,692,753	1,685,862	45,000	C
TOTAL REVENUES	37,221,418	37,692,479	35,878,845	-1,342,573	D
BEGINNING BALANCE	8,383,183	8,383,183	7,791,368		
TOTAL RESOURCES	45,604,601	46,075,662	43,670,213		
Less: Expenditures (includes transfers)	40,050,702	38,284,294	37,359,601		
	-	-	-		
	40,050,702	38,284,294	37,359,601	(2,691,101)	E
7.5% Required Reserve	3,003,803	2,871,322	2,801,970		
Less: Other Reserves	2,550,096	4,920,046	3,508,642		
TOTAL Contingency/Ending Balance	5,553,899	7,791,368	6,310,612		
	Budget	Actual	Budget		

CHANGES FROM 11-12 FINAL BUDGET TO 12-13 TENTATIVE BUDGET

INCOME

A	Base Revenue changes	(1,342,573)
B	State Income changes	(45,000)
C	Local Income changes	45,000

EXPENSE

1	Faculty Steps	198,745
	Nursing Stipend	38,132
	Reduced Instructional Contract	(97,200)
	DSPS Budget Realignment	(54,899)
	Retirements	(431,348)
	Overload reduction	(423,600)
	Extra duty reduction	(41,725)
	Budget Realignment	(95,089)
	Miscellaneous - net	(42,779)
2	Adjunct Faculty Steps	8,192
	Adjunct Reserve Elimination	(250,000)
	Budget Realignment	(172,620)
	Miscellaneous -net	(4,058)
3	Reduction in other non-instructional salaries:	-
	Full Time	(205,758)
	Adjunct	(306,016)
4	Administration Steps	81,460
	President's Office	22,000
	Fiscal Service to Bond	(50,000)
	Human Resources	16,768
	PaCE Budget Realignment	(25,937)
	Title V	(66,327)
	Trustees Stipends	(2,213)
	VP Business Affairs to Bond	(79,000)
	Miscellaneous - net	9,604
5	Classified Steps	161,603
	Athletics	(20,000)
	Bursar to Auxillary	(10,000)
	Fiscal Services to Bond	(66,000)
	Library	(43,871)
	VP Academic Affairs	(37,000)
	Workforce Reduction Warehouse	(60,000)
	Miscellaneous - net	23,944
6	Rideshare	(11,000)
	Step fringe	74,317
	Title V	(11,673)
	Workforce Reduction Warehouse	(28,687)
	Adjunct Reduction	(55,575)

	Payroll Adjustments	50,000
	Miscellaneous - net	31,001
7	Library	60,000
	Safety	(15,000)
	Copy Center	(30,809)
	Supplies	(28,290)
	Miscellaneous - net	6,408
8	Contracts Expenses:	
	General Contract Increases - net	98,104
	Utility Increase	100,000
	Trustee's Election	157,500
	Audit fees	40,000
	Advertising	(10,000)
	Catalog Printing	(3,000)
	Class Schedule	(7,000)
	Collection Fees	(15,000)
	Commencement Rentals	(6,000)
	Copier Leases	(40,000)
	Datatel Contract	(18,053)
	Insurance Section 125	(28,500)
	Legal Costs	(55,000)
	Memberships & Dues	(12,645)
	Other Contract Services	(40,000)
	Postage	(24,345)
	President's Reserve	(10,000)
	Property/liability insurance premium reduction	(38,844)
	Property/liability insurance to Bond	(139,144)
	Repairs	(10,000)
	Safety	(25,000)
	Transfer Audit to Bond	(10,000)
	Travel	(15,037)
	Tuition Write-off	(127,000)
	Waste Disposal	(25,000)
9	Capital Outlay reduced	(103,984)
10	Art Gallery Reduction	(10,000)
	International Program	21,696
	Categorical Backfill	(250,000)
11	Post Retirement Benefit Funding reduction	(100,549)

**DESERT COMMUNITY COLLEGE DISTRICT
2012-2013 FINAL RESTRICTED BUDGETS**

	Beg. -Balance	Estimated Income	TOTAL Resources	Salaries & Benefits	Supplies & Materials	Contracts & Services	Capital Outlay	Other Outgo	Transfers Adjust	TOTAL Outgo	[\$\$ Transfers Fund 11]
FUND 12 - 0000 - GENERAL FUND RESTRICTED											
General	485	-	495	-	495	-	-	-	-	495	-
FUND 12 - 0101 - GENERAL FUND RESTRICTED											
President:											
Resource Interest & Misc.	586,391	-	586,391	-	35,000	301,391	250,000	-	-	586,391	-
President	24,723	-	24,723	-	-	24,723	-	-	-	24,723	-
TTIP Technology	57,481	-	57,481	-	10,000	10,000	37,481	-	-	57,481	-
Administrative Services:											
Equal Employment Opportunity	12,266	5,575	17,841	-	4,435	11,184	2,222	-	-	17,841	-
Staff Development	151,899	170,000	321,899	-	28,050	293,849	-	-	-	321,899	-
Health Ins. Reserve - Classified	39,752	-	39,752	-	-	39,752	-	-	-	39,752	-
Hazardous Substance/Maint.	6,428	-	6,428	-	-	2,186	4,242	-	-	6,428	-
Administrative Allowance	76,174	17,660	93,834	6,630	67,204	-	-	-	-	93,834	-
Academic Affairs:											
Library	6,221	30,000	36,221	-	36,221	-	-	-	-	36,221	-
Gain	31,356	20,000	51,356	51,356	-	-	-	-	-	51,356	-
Basic Skills	252,898	254,192	507,090	176,495	2,275	328,320	-	-	-	507,090	-
Boone Endowment	3,064	-	3,064	-	220	-	2,844	-	-	3,064	-
Career Technical Equipment	258,914	-	258,914	-	-	-	258,914	-	-	258,914	-
Perkins IV	-	273,761	273,761	48,918	72,741	68,458	46,480	37,164	-	273,761	-
TANF	-	34,483	34,483	24,511	1,429	2,000	1,500	5,043	-	34,483	-
CaWORKs	-	130,925	130,925	107,734	-	-	-	23,191	-	130,925	-
Student Services:											
Active Minds	(255)	5,697	5,442	-	1,242	3,000	1,200	-	-	5,442	-
Title V - COD	-	455,002	455,002	258,809	546	195,647	-	-	-	455,002	-
Title V - Cal State	-	314,261	314,261	-	3,074	311,187	-	-	-	314,261	-
Title V Grant HIS	-	864,466	864,466	640,591	29,102	194,773	-	-	-	864,466	-
Student Activities/ASCOD	8,925	-	8,925	2,045	5,730	1,150	8,000	-	(8,000)	8,925	-
Veterans Program	1,247	2,500	3,747	-	1,000	2,747	-	-	-	3,747	-
Financial Aid	-	94,701	94,701	75,397	5,803	19,304	-	-	-	100,504	(5,803)
Financial Aid Administration	-	226,879	226,879	190,211	7,500	27,168	2,000	-	-	226,879	-
Transfer/Articulation	534	-	534	-	534	-	-	-	-	534	-
Articulation(CAN)	130	663	793	-	-	793	-	-	-	793	-
Matriculation - Credit	-	229,093	229,093	214,644	13,349	1,100	-	-	-	229,093	-
Matriculation - Non Credit	-	94,551	94,551	90,680	3,871	-	-	-	-	94,551	-
Disabled Student Prog. & Svs.	-	433,232	433,232	419,763	6,769	6,700	-	-	-	433,232	-
DSPS Workability	-	273,742	273,742	257,866	5,500	6,376	4,000	-	-	273,742	-
DSPS - TRIO Direct	-	263,059	263,059	225,885	17,874	19,300	-	-	-	263,059	-
DSPS - TRIO Indirect	(7,024)	25,944	18,920	-	12,920	6,000	-	-	-	18,920	-

Upward Bound	-	421,725	421,725	299,653	19,797	47,921	18,705	35,649	-	421,725	-
EVC Support Services - TRIO	-	243,529	243,529	204,673	16,689	22,167	-	-	-	243,529	-
Student Support Grant - ACES	-	346,156	346,156	275,375	23,055	22,726	10,000	15,000	-	346,156	-
International Education	90,000	-	90,000	440,034	14,000	153,920	3,000	194,000	28,000	832,954	(742,954)
Intensive English Academy	30,000	173,900	203,900	102,846	6,400	49,306	500	34,000	-	193,052	10,848
Equal Opportunity Program	-	297,714	297,714	205,607	6,507	5,600	-	80,000	-	297,714	-
EOPS - CARE	-	67,512	67,512	-	1,512	-	-	66,000	-	67,512	-
Academic Affairs:											
Applied Science	16,296	-	16,296	-	1,672	5,457	9,167	-	-	16,296	-
Governor Career Tech Ed Initiative	-	256,592	256,592	106,726	16,358	132,508	-	-	-	256,592	-
Career Opportunities/Expi. In Sci.	-	46,572	46,572	13,394	-	15,906	-	17,272	-	46,572	-
Business Industry Collaborative	(456)	50,456	50,000	23,058	3,042	15,400	8,500	-	-	50,000	-
CA Early Childhood Mentor	954	2,000	2,954	-	1,000	1,954	-	-	-	2,954	-
Child Development Consortium	-	4,410	4,410	-	-	-	-	4,410	-	4,410	-
Nursing NSNA	14,246	-	14,246	-	-	-	-	14,246	-	14,246	-
Child Development Center	-	193,575	193,575	165,919	15,840	11,816	-	-	-	193,575	-
Enrollment Growth	-	203,687	203,687	135,566	50,600	6,695	3,000	7,826	-	203,687	-
Entrepreneurship & Career	-	12,701	12,701	11,260	1,000	441	-	-	-	12,701	-
Science/Mathematics	7,204	-	7,204	-	5,204	-	2,000	-	-	7,204	-
Quality STEM	-	40,191	40,191	40,191	-	-	-	-	-	40,191	-
Math Open Doors Grant	4,231	-	4,231	4,231	-	-	-	-	-	4,231	-
MESA - State Grant	-	71,895	71,895	29,304	22,469	10,235	-	9,887	-	71,895	-
CA Math/Science Partnership	1,757	-	1,757	1,757	-	-	-	-	-	1,757	-
STEMS Majors Scholarships	-	282,788	282,788	16,706	-	-	-	266,082	-	282,788	-
Fine Arts Productions	(23,188)	143,311	120,123	26,189	20,500	73,434	-	-	-	120,123	-
Walter N. Marks Center	-	3,000	3,000	89,473	5,328	15,168	-	-	-	109,969	(106,969)
Communication Division	6,209	-	6,209	-	6,209	-	-	-	-	6,209	-
ABE Workforce Investment Act	-	250,246	250,246	176,779	39,911	33,556	-	-	-	250,246	-
Adult Basic Education - tests	27,751	30,000	57,751	-	35,606	700	2,500	18,945	-	57,751	-
Economic Develop/Community Education											
CTD Grants	14,597	7,000	21,597	3,378	-	18,219	-	-	-	21,597	-
Career Tech Ed Workforce In Part.	-	214,190	214,190	193,868	1,450	10,220	240	8,412	-	214,190	-
DEEC Lease/Operations	60,972	18,500	79,472	-	-	79,472	-	-	-	79,472	-
SD AQMD-ARRA	-	37,250	37,250	-	3,945	19,755	800	12,750	-	37,250	-
Tech-Prep	-	49,389	49,389	39,285	1,354	8,750	-	-	-	49,389	-
Econ. Dev. & Workforce Dev.	-	158,831	158,831	97,629	8,035	43,601	913	8,653	-	158,831	-
Renewable Energy	-	7,000	7,000	3,000	-	4,000	-	-	-	7,000	-
ATTEc	-	382,836	382,836	106,914	6,175	181,755	8,767	79,225	-	382,836	-
Chancellor's Office	-	7,033	7,033	-	-	7,033	-	-	-	7,033	-
Econ. Dev. Adv. Transp.Tech.	-	172,500	172,500	145,942	870	18,023	1,000	6,665	-	172,500	-
Econ. Dev. Adv. Transp.Tech.	(11,401)	234,380	222,979	161,258	9,662	27,974	16,200	7,885	-	222,979	-
Contract Education	(46,800)	451,890	405,090	252,461	27,136	86,222	2,500	36,771	-	405,090	-
Community Education	20,012	-	20,012	-	20,012	-	-	-	-	20,012	-

CALCTP	-	27,212	27,212	-	2,906	23,259	-	1,047	-	27,212	-
ESL Fee Based	(6,225)	6,225	-	-	-	-	-	-	-	-	-
TOTAL FUND 12 - 0101	1,717,283	9,135,582	10,852,865	6,164,011	786,633	3,030,299	706,676	990,124	20,000	11,697,743	(844,878)

FUND 12 - 0102 - STATE EQUIPMENT

State Income	288,582	-	288,582	-	62,955	135,343	90,284	-	-	288,582	-
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FUND 12 - 0103 - RESTRICTED DONATIONS

Donations for Student Employment	-	135,000	135,000	135,000	-	-	-	-	-	135,000	-
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FUND 12 - 0104 - DONATIONS - Foundation

Donations	709,658	90,000	799,658	139,787	18,506	566,365	75,000	-	-	799,658	-
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FUND 12 - 0105 - PARKING FEES

Parking Permit Revenue	843	274,500	275,343	245,993	25,000	19,602	5,000	-	-	295,595	(20,252)
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FUND 12 - 0106 - RESTRICTED LOTTERY

Lottery Revenue - Restricted	371,705	252,000	623,705	-	324,594	299,111	-	-	-	623,705	-
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FUND 12 - 0107 - STUDENT HEALTH FEES

Student Health Fees	77,412	321,000	398,412	271,161	10,000	115,251	2,000	-	-	398,412	-
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FUND 12 - 0108 - WORK STUDY

Federal Income	-	139,000	139,000	139,000	-	-	-	-	-	139,000	-
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FUND 12 - 0700 - ARRA

CEWTP-ARRA	4,778	-	4,778	-	-	3,000	1,778	-	-	4,778	-
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TOTAL FUND 12	3,170,756	10,347,082	13,517,838	7,094,952	1,228,183	4,168,971	880,738	990,124	20,000	14,382,968	(865,130)
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General Fund

FUND 21 - Bond Interest and Redemption Fund

Local Income	19,469,264	16,526,772	35,996,036	-	-	-	-	35,996,036	-	35,996,036	-
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FUND 33 - CHILD DEVELOPMENT FUNDS

Grants	143,257	848,929	992,186	663,928	49,020	133,981	2,000	143,257	-	992,186	-
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Multiple-Year Budget Plan FY2012-13 through 2016-17

	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
	Adjusted to Actuals					
Opening Fund Balance	8,383,183	7,791,368	6,310,612	4,780,737	2,765,913	2,765,913
Projected Revenues	36,798,664	35,878,845	36,878,845	36,878,845	36,878,845	36,878,845
Projected Expenditures	37,390,479	38,190,479	38,408,720	39,208,720	39,693,669	37,678,845
Projected Surplus/(deficit)	-591,815	-2,311,634	-1,529,875	-2,329,875	-2,814,824	-800,000
Proposed Action Plans	0	830,878	0	315,051	2,814,824	800,000
	incl in exps					
Projected Closing Fund Balance	7,791,368	6,310,612	4,780,737	2,765,913	2,765,913	2,765,913

Opening Fund Balance	8,383,183	7,791,368	6,310,612	5,518,217	4,663,302	3,745,867
Projected Revenues	36,798,664	35,878,845	36,878,845	36,878,845	36,878,845	36,878,845
Projected Expenditures	37,390,479	38,190,479	38,408,720	38,471,240	38,533,760	38,596,280
Projected Surplus/(Deficit)	-591,815	-2,311,634	-1,529,875	-1,592,395	-1,654,915	-1,717,435
Proposed Action Plans--EQUALIZED	0	830,878	737,480	737,480	737,480	737,480
	incl in exps					
Projected Closing Fund Balance	7,791,368	6,310,612	5,518,217	4,663,302	3,745,867	2,765,912

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
President's Office	<i>completed FY2011-12</i>								
	Non-compensation	1	25,000	-10,000	-10,000				
	Inst Memberships	2	43,240	20,000	10,000			10,000	
	Legal	2	48,240	24,240			12,120	12,120	
	Other	2	17,700	17,700	17,700				
	Workforce reduction	2	75,000	0					
Trustees	Stipends	2	2,213	2,213	2,213				
	Supplies	2	4,700	4,700	4,700				
	Travel	2	15,000	10,000	5,000	5,000			
ITIR	HP/DataTel	2	39,533	39,533	18,053		21,480		
	Services to self-sptng	2	104,000	50,000			25,000	25,000	
	Printers/Servers	2	35,576	25,576			25,576		
	Workforce reduction	2	75,000	35,000				35,000	
	Realignment of workforce	2	115,000	0					
	Student Computers	2	Under review						
	Providing Software	2	Under review						

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Fiscal (continued)	Payroll adj, completed FY2011-12								
Bursar	Compensation, completed FY2011-12								
	Workforce reduction	2	106,100	35,000			35,000		
Purchasing	Workforce reduction	2	259,959	59,191			59,191		
	Compensation, completed FY2011-12								
	Non-compensation, completed FY2011-12								
Warehouse	Workforce reduction and rental	2	88,687	88,687	88,687				
	Non-compensation, completed FY2011-12								
Safety	Non-compensation	2	40,000	40,000	40,000				
Copy Center	Total	2	189,920	50,000	25,000	1,777	23,223		
Rideshare	completed FY2011-12								
403b Match	Total	2, 3	184,239	184,239			184,239		
Retirees' Insurance	Total	1	0	0					
Insurance	Total	1	20,000	20,000	20,000				
Bond Audit	completed FY2011-12								
Utilities	Projected revenue \$1million in FY2013-14 and beyond	1							
Tuition Revenue	Removed FY2011-12 and FY2012-13								
Security	Plan #4 or Plan#1	2	150,059	75,059		67,252		7,807	
BUSINESS AFFAIRS	SUB-TOTAL		3,979,529	2,097,176	351,687	569,029	571,702	604,758	
Office of VPAA	FIES and classes reduction	3	300,000	300,000	300,000				
	Scheduling	2	Under review						
	Faculty Computers	2	Under review						
	Online Courses	2	Under review						
	Non-compensation, completed FY2011-12								
	Unfilled position, completed FY2011-12								
	Revenues	3	1,000,000	Under review					
Library	Unfilled position, completed FY2011-12								
	Other	3	30,000	30,000			30,000		
Instruction	Budget alignment, completed FY2011-12								
	Earlier class reductions, completed FY2011-12								
	Other	1	84,939	0					
Art Gallery	Target	3	60,000	60,000	10,000	20,000	30,000		
Athletics	30% target	3	300,000	160,000	40,000	40,000	40,000	40,000	
MESA	Target	3	30,000	30,000		30,000			

Area	Description	Source*	Savings Considered	Savings Proposed	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
ASC	Target	3	30,000	30,000		30,000			
PACE	Budget realignment, <i>partial completion FY2011-12</i>	1	97,759	61,849		61,849			
ACADEMIC AFFAIRS	SUB-TOTAL		1,932,698	671,849	350,000	181,849	100,000	40,000	
Office of VPSA	Non-compensation, <i>completed FY2011-12</i>								
Title V	Non-compensation, <i>completed FY2011-12</i>								
Student Activities	Non-compensation, <i>completed FY2011-12</i>								
Counseling	Budget alignment, <i>completed FY2011-12</i>								
DSPS	Budget alignment, <i>completed FY2011-12</i>								
General	30% target	3	973,539	316,000	75,000	75,000	75,000	91,000	
STUDENT AFFAIRS	SUB-TOTAL		973,539	316,000	75,000	75,000	75,000	91,000	
ACTION PLANS	ADJUSTMENTS NECESSARY					-93,398	-93,398	-93,398	737,480
COD	TOTAL		7,556,908	3,323,512	830,878	737,480	737,480	737,480	737,480

*Source Codes

Cabinet budget review

1

Think Tank recommendations-direct

2

Think Tank recommendations-Cabinet

3

Version 1

BOT 08-17-12

Notes:

a) Savings proposed for FY2011-12 were enacted.

b) Savings proposed for FY2012-13 and beyond are included in the financial summary at the top of the page.

c) The projected revenue benefit from the FY2011-12 and FY2012-13 tuition increase has been removed.

d) FY2013-14 and beyond includes revenue of \$1 million from the solar project.

e) FY2013-14 revenue assumes failure of November vote.

September Reports

Trustee Stefan

This month was a flurry of activity, beginning with the 2nd Annual Welcome Back event for the East Valley Students at the Mecca /Thermal Campus. Annebelle Nery was a wonderful motivational speaker for these students and her life experiences left tears in my eyes as well as a new hope for all of our students. Truly COD is a lifeline to a better future for so many of our students.

Wednesday the 22nd of August, I was able to attend my first ever Flex Event! It was wonderful to hear all of the nuts and bolts of getting the year started and everyday procedures at the Adjunct Faculty Orientation. I even walked away from this session with some ideas that I could incorporate into my own new school year. The next evening I again had the opportunity to attend a Flex event and chose the viewing of the movie, "The Race to No Where". This was a wonderful documentary. The truth of which came into focus better the next week when my school's staff was given a memo about an incident at Harvard where a student was suspended for a semester for cheating on an assignment. I was disappointed that I could not attend Dr. Kinnamon's First Address to our College Community at the opening of Flex, but was delighted to be able to view the recording of it.

Somehow, I had the opportunity to tour the new MESA home and part of the MSTC, during the second week of classes. During my visit, I talked with lost students, students excited about their classes and even participated in one student's survey. The enthusiasm, optimism and joy was both astonishing and infectious. Many of my memories of my college days surfaced.

The LVN Pinning the end of the second week of class brought me full circle as to the reason we do what we do. The Student Success, the faces of joy for their accomplishments and hope for the future, and the pride of their families and friends, makes all of the hard work worthwhile. I wish all of our students success for the future and all of our employees a wonderful year.

Wednesday I hope to attend the Mark's Center Reception and am looking forward to meeting the West Valley Community this Friday at our Board Meeting in Palm Springs.

John Marman

- attended several flex and athletic events
- met with Jim McCallum and Desert Radio Group
- Attended a CVMACC function
- represented HSPD's and the FDRCo.'s youth fire safety program in front of PD and IW city councils
- met several former COD students who were performing at the Idyllwild Jazz Fest
- Our Mesa students are helping the PDHS with computer tech.
- The Iron Horse Marines will be at Homecoming on Oct.13th vs Citrus College
- COD Public Safety Students were highly visible at last Tue's 9/11 Concert @ the PD civic center.

Becky Broughton

President Kinnamon and I met with local community representative to discuss possibilities for the future development of the Mecca/ Thermal Campus. Our hope is that this will contribute to informed discussions and decisions for input into the East Valley Master Plan.

East Valley committee of the Alumni Association had an informal meeting to discuss plans for the College Voc-Tech Night on the 3rd Wednesday in October – October 17th. The event will be held in Indio at the Fairgrounds from 6:00 to 8:30 p.m. It is an event that is coordinated by the High School Counseling Departments of Desert Mirage, Coachella Valley, Indio, Amistad, La Familia, and West Shores and is well attended by families from the east valley. Last year we had upwards of 2,500 students and parents coming to interact with over 100 representatives/ recruiters from college/universities, vocational schools, armed services, law enforcement along with State and County agencies. The COD Alumni enables our East Valley Committee to be one of the sponsors of this event. Support is needed as it accommodates the needs of a number of students/families and there are some expenses incurred (tables, chairs, food, security, facility rental etc.)

It is important for College of the Desert to be out in the community even though the enrollment picture is tougher. We do not want the community to forget us because of the budget setbacks. There are some instances where we should maintain a community presence. This is one community event COD needs to show up at for the students and their parents from the East Valley.

In the past College of the Desert has had representation from a number of areas. It is an opportunity to offer information about Student Services, Academic Programs and some cheering about our soon-to-be new Indio building - with a "shout out" to Mecca/Thermal campus and services.

Larry Salas, counselor CVHS, has shared with us a link where Dr. Lopez and students, promote College VocTec on Youtube. The intro music is sung by one of the CVHS 12th graders.

<http://www.youtube.com/watch?v=MdpBZyjllQM&feature=youtu.be>

I thank everyone that will help for their participation.

Other events and projects of the month were:

- the September **IID Energy Consumer Advisory Board** meeting.
- represented COD at **the grand opening of the Mecca Fire Station #40**. It's a beautiful and very functional building that replaces a fire station built during Harry Truman's Presidency.
- introduced President Kinnamon at the **Jackie Cochran Regional Airport Authority meeting**. It was a great opportunity for us to meet and mix with local officials and for Joel to tour that growing facility.
-
- attended, along with Trustee O'Neill and at the request of our Board Chair the **CCR sessions** on Thursday September 20th.

It's been a busy month, and our school year is just beginning. I'm looking forward to a year filled with cordial inspiring staff interactions as well as academic achievements and student success.

September Board Report
Trustee Michael O'Neill

The start of a new academic year is always an extremely hectic time. This year seemed even more so because of many factors both inside and outside of College of the Desert requiring time and attention that could have been directed to the fulfillment of the College's Mission. Much of my time since the last Board Meeting was focused on those critical issues.

In addition to usual meetings I participated in the following meetings and activities in the past month:

TRIO Welcome Back at the Mecca Thermal Campus. This year's event was again a successful experience for the TRIO students. The enthusiasm and motivation of the students to achieve a college education is exceptional. The TRIO Staff and the MTC staff under the leadership of Juan Lujan committed to student success and I applauded their dedication and success.

FLEX. I had the honor, on behalf of the Board of Trustees to officially introduce and welcome Dr. Joel Kinnamon at The President's FLEX presentation. While I was able to attend some including "Validating Pre-Requisites" I was not able to attend all the FLEX activities I would have liked to attend. The Staff Development Committee did an outstanding FLEX. Congratulations on a job well done.

Measure B Citizens' Bond Oversight Committee. As the representative of the Board I attend the September 11, 2012 meeting. There are new members of the Committee as well as members who have volunteered to serve second terms. This is a very impressive group who, by the nature of their questions, take their oversight duties very seriously. I know that I speak on behalf of the the Board to thank them for performing this critical service for the college now and for the impact there service will have on many future students and residents of the Desert Community College District.

Board Agenda Meeting. Along with the Board Chair, the President and Senior Staff we participated in the agenda review process for the September Board Meeting.

Public Service Academy Ad-Hoc Committee. I participated with the other members of this Ad-Hoc Committee to develop the response to the 2011-2012 Grand Jury Report: College of the Desert - Public Safety Academy. The response to the Grand Jury will be reviewed and approved by the Board at the September meeting so it can be submitted to the Grand Jury within the required timeline. On behalf of the Board I want to thank local attorney Steven B. Quintanilla for volunteering his time to coordinate and develop the College's official response.

Central Campus Redevelopment Project. Along with Trustee Broughton I attend two presentations this week regarding this extensive renovation of the center of the Palm

Desert Campus. We represent the Board as members of the users group in the development and planning of the Board Room to be constructed in the current Administration Building. This is an exciting assignment which will culminate in a Board Room that will be state of the art and functional for Boards for years into the future.

Respectfully Submitted,

Michael O'Neill
Trustee

Board of Trustees, College of the Desert
RE: Foundation Status Report:

Dear Trustees,

It is hard to believe, but the summer is almost at the end and I hope you are all ready for another exciting and busy season with the Foundation. I thought it may prove useful to update you on the summertime activities and tasks that have kept the Foundation personnel on track completing the tasks identified in the work program. With that said, here is a quick summary:

1: Strategic Plan: During the summer we have met with Rose Lester on numerous tasks including reviews of the draft Business Plan and analysis of the organization, and we are currently in the fourth rewrite of the document. The analysis includes the history of the organization, need for services, analysis of the resources, a financial analysis, and a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. At this time we are in the process of developing a draft strategic 3 year plan. Of course, this is all subject to the participation of the Foundation Board at the Retreat scheduled in the Fall. By the way, after polling the Board and the November/December holidays the 3 day retreat is scheduled for:

Board Retreat Dates:

January 31st-----February 2nd (Thursday-Saturday)

Thursday January 31st---5-8:30 Reception and dinner

Friday February 1st—8:00-5:00 Board Retreat

Saturday February 2nd---8:00-1:00 Board Retreat

Please mark your calendar for the time as the workshop will be very important to the future of the Foundation. We are exploring alternative locations for the retreat and will discuss with the Board in the coming months.

2: Barry Manilow Tickets: We have been quite successful in selling our tickets for the Barry Manilow shows in December. I still have great tickets for opening night December 11th, so if you have not acquired your tickets, please contact us ASAP. I ALSO HAVE TICKETS FOR Thursday night and Friday---VIP tickets.

3: Stepping Out for COD: On February 22nd, Bebe Neuwirth (formerly of Cheers—Lilith-- and star of the Adams Family on Broadway) and Brian Stokes Mitchell (star of Porgy and Bess on Broadway) will take the stage in “Stepping Out for COD”. Diane Gershowitz and JoAnn McGrath have taken on the task of being co-chairs of the annual event, and have graciously donated \$25,000 each to the event. At this time, Wells Fargo has verbally committed to be the Presenting Sponsor with a \$50,000 donation. The staff is now working with Tim O’Bayley and Associates developing sponsorship packages, and working with Kay Hazen on the marketing material for the advertising.

4: Veterans Resource Center: You are all invited to the ribbon cutting ceremony on **November 8th at the new Bighorn Golfclub Charities Veterans Resource Center in the Cravens Building**. As you know R.D. Hubbard and Bighorn Golfclub Chairities donated \$150,000 to make the center a reality. This will

be an opportunity to honor the over 500 veteran students attending COD and see the great resource center for all of them.

The staff continues to meet with Desert Health Care District on a grant for a mental Health Specialist to fulfill the needs of the returning veterans from Iraq and Afghanistan. We are continuing to see a multi-year grant to fund a mental health specialist for the center.

5: President's Circle: I would hope that all of you would calendar **November 14th for a VIP Reception "Meet the New President" at Heather James.** In conjunction with Jim Carona of Heather James, we will be featuring COD students and also providing an opportunity for our President Circle members to meet Dr. Joel Kinnamon. I would suggest that every board member invite someone who may be a candidate for membership in President's Circle to the event.

In the coming weeks you will receive the President's Circle announcement letter which includes the annual calendar of events for members—trust me, it will keep all the members busy. With the assistance of Marcia Stein and Annette Novak, President Circle in home events will be conducted on a monthly basis starting in January.

6: President's Business Council: Peter Sturgeon has taken the lead on the development of the President's Business Council. To date he has identified 140 potential contacts which have been broken down into categories: Construction, Agriculture, Hospitality, Financial, Automotive, General Industry, Healthcare, Legal/Accounting, and media. To date we have achieved 8 new members with a target of 20 this formative year. This is a project that we can use some assistance and contacts from Board members.

7: Planned Giving Program: During the summer, we have started on re-establishing a formalized Planned Giving program at the Foundation. The major emphasis has been to identify and contact potential members of a "Technical-Advisory Planned Giving Committee". The members are to be in the Planned Giving profession—attorneys, wealth managers, CPA's, trust advisors, etc. At present there are 8 volunteers that have come forward to assist the staff in developing the program.

8: Scholarships: During the past few months, the staff has completed just over \$100,000 in new scholarships.

9: Barbara Sinatra Children's Center: Diane Gershowitz asked the staff to partner with the Sinatra Center to build a Healing Garden for the children at the center. Jeff Place and Peter Sturgeon has assisted the center to make the construction of the healing garden a reality.

10: Desert Classis Charities: At present, the staff is completing an application to become a recipient charity for the Humana Challenge. The submission deadline is November 15th.

11: Grants Handbook: As part of the Title V Grant and work program, the staff headed by Pam Hunter, has developed a grants portal and grants handbook for the College of the Desert. She also has inventoried all the grants currently in the application process by various departments of the College--- this being the first such inventory for the College. The next step in the process is to develop an overall strategic process for application of grants.

12: The list of 120,000 former COD students: In an ongoing effort to do community outreach, the staff is exploring alternative means to reach the 120,000 former students---80% of which live in the

Valley. We will be presenting a summary of our findings and recommendations at an upcoming board meeting.

13: Marketing Plan for this next year: As the Board has approved \$150,000 in marketing for the upcoming year, Kay Hazen and the staff has been working on an approach to the marketing to continue the “Step Up for COD” campaign. We are now moving the campaign from an awareness campaign to an “Awareness and ASK” campaign. The final details will be forthcoming as we will be meeting with the President of the College to engage the college in the marketing approach.

14: Board Manual/Internal Policy Manual: We will have an updated board manual for all of you in the coming month. Also the staff has been reviewing and updating all internal operating policies in the Foundation operations manual.

15: Audit: The auditors are just about completed with the audit, and Joanne may be able to join the living soon. At this point, subject to finalization, it appears that the audit will, once again, demonstrate that the finances are in order here at the Foundation.

Jim Hummer

September 2012 Board Report

First:

The Student Emergency Fund now has \$1,480.00. Please contribute.

Next:

Although negotiations have not begun, we are excited that all parties have embraced Interest Based Bargaining. Tentatively, IBB training will take place in during winter break but only if the new HR director has been hired by then – for obvious reasons. I hope all board members will attend at least part of the training in order to show buy in and support.

Third, faculty accomplishments:


- **The first “Meet the Faculty”** took place September 11 and was a rousing success with hundreds of students interacting in a relaxed atmosphere with faculty. Make sure to come to the next one which is October 9th and enjoy some free pizza.
- **Betty Baluski reports:** that she witnessed wonderful collaboration between drama students and nursing students. It was the brainstorm of Ana Reber-Franz nursing faculty which included creating the scenarios and coordinating the simulation event. The nursing students were able to practice communication, evaluation and essential de-escalation skills during a simulation using drama students playing the role of patients. Their input was so valuable due to the fact the drama students did not have a nursing back ground, which made it extremely insightful and honest. They were so realistic in the roles they played and it was very emotional. The nursing students loved the chance to practice in a safe environment and the drama students appreciated the chance to practice their art. Both would like to continue next year.
- **Ms Baluski also reports:** COD will receive the ACES award this week at the NLN conference in Anaheim.
- **Anna Reber-Frantz reports:** She was awarded the "Outstanding Academic Achievement Award" in her Doctoral Nursing Program at her May 17th graduation.
- **Lisa Soccio reports:** She has been busy outside of the classroom organizing a stimulating variety of diverse arts activities at the Marks Art Center (MAC) that well serve our students and the larger community. MAC is continuing to host bi-weekly Open Mic events with SafeHouse of the Desert’s Cup of Happy program, which provides

outreach and services to at-risk youth; Open Mics take place on the first and third Wednesdays of the month, 7-9:30 p.m., through December 5. MAC will also be hosting two film screenings, on October 10 and November 14, as part of the inaugural year of the Latino Film Festival sponsored by COD's Friends of the Earth group, founded by English instructor Jay Lewenstein. Scheduled in conjunction with Hispanic Heritage Month, the first screening addresses contemporary art in Latino culture: director/producer Roberto Oregel (CSU-LA) and mural painter Eloy Torres will be visiting from Los Angeles for a screening of the documentary "Eloy Takes Two," with a Q&A afterwards; this event is being funded by COD's Diversity Council and the Office of Student Life and refreshment sales will support the student clubs Ballet Folklorico, Latina Leadership Network, and Alas Con Futuro. And last but not least, MAC opens a new exhibition this week, entitled "Konstructivism: Making Art Pop," (September 17 - October 18, 2012) featuring paintings and mixed-media artwork by Ryan "Motel" Campbell (COD alumnus) and Chris Van Redman (current COD student); the artists' reception, which like the gallery is free and open to the public, is Wednesday September 19, 5-7 p.m., with musical entertainment by DJ Daily Terrors, a.k.a., Alex Callego (another COD alumnus), to be followed by Cup of Happy's Open Mic, 7-9:30 p.m.

- **Ruth Nolan reports:** Ruth Nolan is writing as a cultural journalist for KCET Artbound Los Angeles, a mixed-media program that features writers from throughout Southern and Central California covering the arts in their regions. Ruth has written stories that feature several College of the Desert students and alumni who are attaining local recognition in the arts.


Finally – I apologize that I could not attend the board meeting to deliver this report personally. I had pressing out of town business. See you all next time!


Gary Bergstrom
CODFA President


 **CSEA Chapter News** – CSEA set aside September 7th to host a Chapter Member Benefits and CSEA Information Fair. Beth Caskie, our Labor Relations Representative and Jody Bell, CSEA Member Benefits staff, were available at tables set up next to the Administration building across from the dining hall. We encouraged staff interested in learning about the advantages of chapter membership to visit during break times or lunch breaks. We also provided important information key issues that will affect education funding and consequently will affect our jobs, wages, benefits and pensions. I had requested this date to coincide with the special BOT meeting to allow Board members desiring to stop by for a visit. I was surprised when I could no longer find the meeting on the schedule and then learned it was cancelled.

In other news, the first week of September our chapter Political Action Committee interviewed candidates for the Board of Trustees in time to present a recommendation to the chapter for endorsement at our September 7th Chapter meeting.

CSEA firmly believes in training members and providing resources to chapter presidents. I am proud to report that I have completed three intensive all day trainings including assigned projects. The CSEA Association President presented each of us with a new CSEA gavel.

 **Resolutions** – The Community College League of California has taken a “support” position for Proposition 30 entitled “Temporary Taxes to Fund Education – Guaranteed Local Public Safety Funding” and has taken an “oppose” position to Proposition 32 entitled “Prohibition on Political Contributions by Payroll Deduction – Contributions to Candidates.” CSEA thanks Dr. Kinnamon for bringing both resolutions forward for your approval. CSEA expended significant resources both monetary and in volunteer hours to get signatures to qualify Proposition 30 in defense of education funding which includes community colleges. Proposition 32 would greatly reduce the resources available to defend education funding in the future as these resources are sourced primarily through payroll deductions.


 **Reclassification and Working out of Classification** – We are finding that, as positions are left vacant or reduced, departments find themselves without key personnel to function properly. For example, in today’s Agenda you will find for your retroactive approval, a request for two confidential HR staff to receive additional compensation for working beyond their regular classification as they covered for various staff on leave and on vacation as well as for a vacancy. We find that this not only happens in crises all of a sudden but also slowly without supervisor or staff realizing. Rather than not serving students, staff members go above and beyond. We have requested that the District continue to address the issues of working out of regular classification even as the process of official reclassification proceeds as the department re-organizes. Reclassification may be initiated by a staff member or may be initiated by the district at the request of a supervisor. We hope to continue advocating for staff to receive compensation for the expertise and skills they provide even as difficult times force them to step up for our students.

 **Negotiations** – We have completed negotiations with the District on the Classified Bargaining Agreement. Later today our chapter will meet to hopefully ratify the Tentative Agreements. You should then see them for your approval at the next Board meeting.

I would like to thank our Negotiations Team comprised of our LRR Beth Caskie, Mary Lisi, Kelly Blair and Mike St. Clair. Thanks also go to the District's team including Stan Dupree, Susan Kitagawa and Wade Ellis as well as Anita Corral. The hiring committee for the Executive Director of Human Resources and Labor Relations has met for the first time to begin work on the process. We hope to complete the process mid-October.

We are also keeping a close watch on workload issues as a result of unfilled positions such as in Maintenance and in the Financial Aid Office. Furthermore, we are concerned with the implementation of Think Tank recommendations and would respectfully request that we be kept informed how these will be implemented. A case in point is the reference to workload reduction for the warehouse and in the library as they appear in the final budget before you today.

We have reminded the district that CSEA has sent now two letters demanding to bargain the reduction of one full time position with benefits to two part time positions without benefits. CSEA again cites East Side Union High School District (1999) PERB Decision No. 1353 as one of its authorities in this claim. At the CSEA Conference this issue was front and center during negotiations training. We had hoped that the district would agree that this change in wages and work conditions is indeed negotiable—even for a vacated position. The timeline for the filing of an Unfair Labor Practice has now regrettably forced our hand in this issue.

 **Layoff and Bumping Rights** – At the last Board meeting, I thanked the Board for pulling a 45 day layoff from the Agenda. Unfortunately, the layoff is again on the agenda for your approval. We have been told that the restricted fund related to student health fees has been so depleted that there is no option but to layoff the secretary. District legal counsel concurs with CSEA in that the Ed Code dictates that seniority will result in a difficult cascade of “bumping” beginning with the position which no longer has funding and ending with the least senior of the staff in the position of “secretary.” This process will likely result in both a disruption of the lives of a number of individuals and in many departments campus wide. The District is within its right to layoff for lack of funds. However, PERB has ruled that a reduction in hours of the position whether filled or vacant is a mandatory subject of negotiations. Our hope is to work with the district to minimize the effects of this layoff on the lives of staff and on those remaining. A month ago, we requested an accounting of how the healthy fund balance is so depleted to result in this. Although details have not yet been received, it appears that a significant amount of the reserve was used to subsidize the salary of a director over this and another department. We are assured that salary from student health fees is no longer used for this purpose. We will also continue to request up to date lists of short term, substitute, specialists and student workers to make sure that these are used within the legal guidelines as it does not seem right to layoff permanent staff – even as others are hired to do classified work those laid off could be doing.

Lauro Jiménez

President, CSEA Chapter 407

Desert Community College District
Board of Trustees Meeting
September 21, 2012
CODAA Report

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

Our Flex programs went well with good attendance at each function for adjuncts.

We are very pleased with the level of communication with President Kinnamon, and look forward to a productive working relationship in the future.

All adjuncts slots on Senate committees have been filled and adjunct participation in college governance is at a very high level. Our congratulations go out to Kelly Hall and Zerryl Becker for a successful “Meet the Faculty” event, in which there was also a high level of participation from adjuncts. We look forward to participating in similar events in the coming months.

I will be on vacation and will miss the upcoming Trustee Board Meeting. However, I would like to present some Alumni figures to the Trustees. Thus far, for this fall semester, the Alumni Association has already given out in grants, gifts, and scholarships the following:

\$125,000	In scholarships matched by Pathways to Success for a total of \$250,000
\$ 25,000	Mentoring Pathways/Alumni Scholarship students
\$ 45,000	COD Campus Work Study Program for students with needs
\$ 2,500	Nurses Pinning Ceremony
\$ 2,000	COD's Classified Tech Institute
\$ 600	COD's Arts Dept. to attend Desert League Awards
\$ 500	Math, Science, Technology Center Opening
\$ 300	Mecca Family Resource Center "Superheroes" Fair
\$ 250	Palm Desert Sister Cities 911 Event
\$ 200	GED Student Grants
\$ 200	Community Voc-Tech Night
\$201,550	Total

The Alumni Association is proud it can be of help to students and College of the Desert.
Gene Marchu

Academic Senate President
Report to the Board of Trustees
September 21, 2012

Meet The Faculty

Our first Meet The Faculty event on September 11, 2012 was a huge success: almost 50 faculty and more than 20 students attended the “Ice Cream Social”. Some were, of course, there for the free food. Most were there to actually “meet the faculty” in a relaxed environment and it was not unusual to see faculty sitting at a table in animated discussion with three or four students.

Several faculty have contributed suggestions for making the October event – “Pizza party” even more successful; greeters at the door to direct students to appropriate faculty; colored balloons to identify departments; a modified treasure/scavenger hunt in which students need to get answers to three or four questions from different faculty to qualify for a raffle ticket.

The third event is November 13 and we invite the members of the Board to join us during their noon recess.

Senate Executive Retreat

The Senate Executive Committee met from 9 to 5 on Monday, August 20 to set goals for the year. Dr. Kinnamon joined us for the afternoon. Minutes from the Retreat are on the Senate portal.

Equivalency

The Equivalency Subcommittee met in late August to consider three equivalency requests; two were approved and one rejected. Present were Kelly Hall, Subcommittee Chair; three full time faculty; Susan Kitigawa from Human Resources; a Dean and discipline faculty from each area being considered. The process seemed to go well; the forms fine except we identified a need for a small narrative area in which to explain the criteria used for both acceptance and rejection.

Course Categories(Distance Ed)

Last year the Ed Tech and Ed Policies committees brought forward a Senate resolution to define course categories for online, hybrid, and web enhanced courses. The resolution passed both first and second readings in the Senate but never became an approved Administrative Procedures and was never implemented.

This summer when the auditors were looking at “TBA” documentation, they were incorrectly directed to class sections that are NOT “TBA” which made the entire issue of Class Schedule course descriptions even more important. The primary issues are:

- In the class schedule, both hybrid and online courses are shown as “Virtual Valley” even when they require on campus meetings;
- Days and Times for online classes are shown in the class schedule as “TBA”.

The Senate is recommending that new categories be implemented for Spring 2013 with Days and Times listed as simply blank and courses identified as Online, Hybrid, Web Enhanced, or Proctored online so students are able to correctly identify the requirements for which they register.

Registration Guidebook

Admissions and Records has compiled an excellent registration guidebook for faculty; however the book is currently silent on requirements for distance education. Definitions for “no show” and “regular effective contact” were approved by the Senate last year, are in the process of becoming Administrative Procedures, and need to be included in the manual. Additional areas that need to be addressed include the definition of “attendance” for online classes, Course Categories which is being addressed at the Senate meeting this week, and a general look at each area to see if what works for the classroom also works for distance education.

Registration

Faculty response to the new automated drops feature was very positive.

Wait List and Add Permit codes are still an issue for online classes; in CIS we had 22 unfilled seats in cis 10 online sections at the end of late adds. The Ed Policies committee and Dr. Nery are looking at alternatives; we may eliminate both wait list and add permit codes for online sections during Spring 2013 registration, leave all online sections open during late registration, and evaluate whether that is a more effective way to assure full classes.

Calendar for 2013/2014

Last spring the Senate voted to move Spring Break to the middle of spring semester. On the currently proposed calendar, spring break for 2013/2014 occurs during the twelfth week of the semester which means students return for three weeks and then finals. Faculty are convinced that whenever break is that late in the semester, students lose enthusiasm and drop, return late, or fail to maintain high standards of work.

Although changing break week creates some issues for classified holidays, faculty feel strongly that the educational advantages of an earlier spring break should govern the calendar.

The Calendar has a second reading at the Senate meeting on 9/20/12. The Calendar committee meets October 5.

CurricUNET

Curriculum committee has started discussion on the future of CurricUNET. Some faculty are reluctant to drop the system after spending so much time getting it in place; some faculty think it has enhanced curriculum development; most admit that it has impeded progress and allowed a "rubber stamp" approval process.

One of the original selling points for CurricUNET is that it would interface with the state system; there were even some "claims" that ONLY colleges on CurricUNET would be able to interface directly with the state. This is not true: local versions of CurricUNET do NOT interface with the state system – all courses must be copied manually by our Curriculum Specialist from our CurricUNET to the state CurricUNET.

A new version of CurricUNET was announced last week; our "bargain" price for converting is a one time charge of \$20,000 and continuation of the \$1000 per month fee we pay now IF we jump quickly. Support for the old version will continue if we elect not to convert.

Next steps are to determine how many colleges are currently on CurricUNET; view a demo of the upgraded system; poll faculty. Curriculum is making this an urgent high priority.

Course Disciplines

Each course must be assigned to at least one discipline that corresponds to the state Disciplines List to accurately determine the minimum qualifications for instructors teaching the course.

Curriculum has modified the course outline to include this information and is actively working on identifying disciplines for each course.

Prerequisites

Content Review is now accepted as justification for prerequisites, provided we have policies and procedures. Curriculum committee will begin working on this next week; however the committee will have a heavy course approval workload in October and November so prerequisites will probably be delayed until spring semester.

Curriculum Deadlines

The last Curriculum Committee meeting of the semester is November 8; all new and updated curriculum that will be offered Fall 2013 must be delivered to the Curriculum Specialist no later than November 6, 2012 and must be already approved at the discipline and school level by that date. 168 courses are due for review.

For next year Curriculum will look at changing the course review deadlines from fall to spring semester to better even out the workload for the committee; courses due for review in 2013/2014 would be due to curriculum in April, 2013 rather than November, 2013.

TMC 1440 degrees

Although COD was one of the leaders in developing TMC degrees last year we have now fallen behind. There are twenty degrees approved at the state level; we have seven approved locally: Communication Studies, Psychology, Sociology, Administration of Justice, Theatre Arts, Studio Arts, and Mathematics and two more are in progress.

CSU has been slow in agreeing to accept the degrees but are now limiting transfer to ONLY students with TMC degree preparation (in areas where TMC degrees are available). There are also issues where the TMC degree does not match what our local CSUSB requires; Business is one degree that is on hold for that reason.

C-ID

A related issue is C-ID designation for our courses. This is a replacement of the old CAN articulation system and also an articulation system across community colleges; any course given a C-ID will be automatically accepted for credit at any community college with a similar C-ID course.

There are 346 course descriptors complete at the state level; 89 colleges have between 1 and 95 courses approved; COD has none approved although some have been submitted to the process.

Curriculum Committee is encouraging faculty to visit the C-ID.net web site, look at courses in their area for which descriptors have been written, verify that our local course outline is a close match to the descriptor, and submit the course through our articulation officer, Maria Jasso. Maria sent out a reminder e-mail to all faculty Tuesday, September 18.

Outcomes and Assessment

Bert Bitanga is leading an enthusiastic group of faculty toward regaining momentum for Outcomes and Assessment. The good news is that several faculty continued working through the Assessment cycle last year even though the District had no Outcomes coordinator or staff; the bad news is that we can't find the assessments.

The Accreditation commission would like us at the "proficient" level by October, 2012; we are aiming at that goal and will be able to document some progress but see little chance of actually being able to accomplish the entire task.

PRU

Program Review Updates are usually due in October of each year which adds to the already heavy burden on faculty required to submit course outline updates; new curriculum; new programs; and assessments by November 8. This deadline was established to coordinate with Planning Council dates but since CPC is being re-evaluated and possibly restructured, Senate is recommending that the PRU deadline be extended to February 15, 2013.

Program Review Validation

In response to a request from the Board of Trustees, Outcomes and Assessment Committee members brainstormed at their first committee meeting on ways to validate Program Reviews.

Nothing concrete has been decided or recommended but the topic is active in the Senate.

Communication

In his Faculty Association report to the Board last month, Gary Bergstrom mentioned a very key communication issue: in these written reports and in our oral report we talk TO the Board; what we need is an opportunity to talk WITH the Board of Trustees. We all understand the limitations of the Brown Act and agenda requirements but hopefully we can find a way to make that happen: input into the agenda; question and answer on written or oral report topics; a second public comments session after all reports (including administrative reports); active participation in Board study sessions; retreats.

Budget

In past months, “draft” budgets and budget plans have been presented to the Board. Repeatedly, the budget was “linked” to Think Tanks recommendations; repeatedly I cautioned against that link ; cautioned that the process by which Think Tank suggestions became budget numbers ignored much of the “thought” behind the recommendations.

As an example, a Tank discussion that determined the only way to reduce budget in an area was to reduce a function or position to save \$50,000 cannot be feasibly turned into a reduction of \$10,000 each year for 5 years. As a second example, the Senate budget was cut from about \$3000 last year to \$400 this year; but Senate dues to the state are \$2250 per year so it is completely unfeasible to cut the Senate budget below the amount of the dues unless we make the decision to no longer belong to the state Senate. I mentioned this when I received the budget; nothing happened. The dues have now been paid – but out of a different budget. What does that say about the budget as a planning and management tool?

This month a “final” budget was presented to the Budget Committee. A huge amount of effort goes into that budget; Wade has notebooks bigger than any I have ever seen filled with all the detail. Everyone on campus who has a budget is sent a copy of that budget; changes come back and are juggled and implemented into the summary. Except that my Senate budget remained the same so apparently some budgets get adjusted and others don’t.

My primary teaching assignment is Computer Information Systems but I also teach Business and Management courses. I have an MBA degree and spent several years managing projects and departments for Cargill, Inc. Accounting is not my area of emphasis but I do know the difference between financial accounting systems and managerial accounting systems; what we have today at College of the Desert is clearly not an effective managerial system.

As bargaining chair for the Faculty Association I asked how much money was being spent on stipends to faculty. The answer was – we don’t know. Anyone who has a budget can create a stipend; no one manages stipends as an overall expense category. The bargaining team went through every Board report, wrote down every stipend approved over a two year period, and brought that information to negotiations. The total was astonishing. And to me, the fact that the college was not managing that amount was even more surprising.

None of this is a criticism of staff or administration. Dr. Deas stated the issue very clearly when he made the statement to the budget committee that we are no more organized to effectively manage growth than we are to manage reductions; Wade Ellis clearly recognized the issue when he stated that the budget is really just a way to put money into categories so we can pay people; recent conversations with Dr. Kinammon indicate that administration is not only aware but actively pursuing ways to fill this gap in budget management.

From the faculty viewpoint, the most critical issue is support of teaching and learning. If you look at the “Changes between budget years” column of the 2012-2013 Final Budget for the General Fund Restricted, you will see a reduction in expenditures of \$2,248,264. And if you look even more closely you will see that the reductions occurred in:

- Full Time Teaching Salaries: \$949,763
- Adjunct Teaching Salaries: \$418,486
- Other Academic Salaries: \$511,774
- Administration Salaries: \$93,645
- Classified Salaries: \$55,261

Looking at those numbers, would you say that our primary mission is teaching and learning?

Community Colleges are required to spend at least 50% on instructional faculty salaries. According to the League,

“...it can be concluded the 50 percent law as applied to “junior college districts” was intended to limit expenditures for administration ...”

<http://www.ccleague.org/files/public/PRP50law.pdf>

50% isn’t just a number – it is a direction – a direction the state recently restated when- as Dr. Deas mentioned in his budget presentation last month - the “June Balloon” mentioned allocating deferrals only to the classroom. There are, of course, issues with the 50% rule: counselors and other student services staff are on the “wrong” side; maintenance and building costs are on the “wrong” side. But it is difficult to argue with the general direction from the state: Educational institutions in California should be spending at least 50% of their budget on education.

Community colleges are not required to hire administrators or classified staff. There are minimum requirements that must be met: reports must be filed, funds managed, accreditation – a complete list can be found in the same League article mentioned above. There are also responsibilities that must be assigned to someone: President, VPI, VPBA, HR, IT, etc. But the amount spent on filling those requirements is locally determined.

I am again, not criticizing administration and staff. We may have the perfect combination – may be moving together toward the same goals. The primary issue is that we don't really seem to know; don't have or review at the Board of Trustees meetings an overall budget that brings the general fund, categoricals, grants, and the bond together into a management document. To truly understand where we are and where we are going we need to identify exactly where funds are being spent and determine whether we are in fact supporting teaching and learning as a primary objective.

Grants

If we are going to accurately develop a managerial accounting system, grants must be included. In past years we have ignored functions funded by "soft dollars"; administrators funded by grants are not "counted" when looking at the college budget or the 50% law.

Faculty do not want to discourage grants; they do not want to make the process more difficult; they do want grants to be part of the college mission. The Senate has already requested – and will continue to request – Senate approval on any grant that will require the development of curriculum. The Senate would also like to recommend that the Senate or Planning Council or Joint Cabinet or Board of Trustees review all grants that will require the hiring of NEW positions to be sure those positions actually move the college forward on the same mission and objectives being followed by the general fund.

This month the Senate was asked to approved the annual report for the BSI grant. This report shows the following budget expenses:

Category	Expense
A. Program, Curriculum Planning and Development	20,000.00
B. Student Assessment	0
C. Advisement and Counseling Services	66,965.00
D. Supplemental Instruction and Tutoring	16,759.00
E. Course Articulation/ Alignment of the Curriculum	12,000.00
F. Instructional Materials and Equipment	2,000.00
G.1 Coordination	100,000.00
G.2 Research	21,000.00
G.3 Professional Development	26,000.00
TOTAL:	264,724.00

Is this really appropriate? Should \$100,000 be spent on coordination of a \$246,000 grant? Is the \$26,000 actually being spent on developing research specific to BSI or is this conveniently covering the cost of our research analyst? Is it appropriate to spend \$66,965 on counseling and advisement but only \$20,000 on curriculum development?

This is not meant as a critique of our BSI efforts; it is simply an example that came to me this week of how one grant allocates funds.

I also noticed in the Board Agenda a number of stipends awarded to "Supplemental instruction Leaders" through the HIS Title 5 grant and that these SI will be working with faculty in multiple disciplines to coordinate study skills with course content. What are these positions? Is there a job description? Why would the Senate not be aware of new positions that will work directly with faculty?

We had a related issue last spring when a new position was created without sufficient faculty input; did this incident teach us nothing about communication?

Duplication of Effort

One final concern with grants is the duplication of effort without coordination. Specific to this example is the BSI grant allocation of \$26,000 for professional development.

The Senate has a Faculty Development Committee. That committee evaluates all faculty requests for travel and conference expense, using a consistent evaluation process across all faculty and all requests. The funds managed by that committee have just been cut from \$50,000 to \$30,000.

If faculty are unable to receive funds from Faculty Development and happen to be faculty involved in Basic Skills, they can apply a second time through the BSI committee and have their application evaluated by a different set of rules. Or they can apply through the HIS grant or through Perkins or through any other grant that has funds. Through this process, some faculty travel often; others find every request refused; some are able to find multiple sources of funding for the same request; others pay their own way.

Coordination of these efforts would seem to be another opportunity for more successful management of scarce resources. Ed Reed, Chair of Faculty Development is currently compiling a list of all faculty develop funds available on campus and will work with his Senate committee to recommend possible solutions to this conflicting overlap.

Thank you,

Zerryl Becker, Academic Senate President

Desert Community College District Solar PV Project 25-Year Benefit/Cost Analysis

System Specifications and Assumptions

	Final System Size (kWp) =	3,847
Solar Contract Price (including 1st 10 years O&M and Performance Guarantee =		\$15,514,301
	Total Solar kWh Generated (First Yr) =	6,262,654
	CSI-Eligible Production (First Yr kWh) =	1,926,970
	CSI Incentive (\$/kWh first 5 years) =	\$0.139
	Annual Rate of PV Degradation =	0.25%
	Average SCE Avoided Cost Value of Solar (\$/kWh) =	\$0.1080
	Assumed Utility Annual Rate of Cost Escalation =	3.50%
	% of Solar Production Achieved =	100%

Year of Solar PV Operation	Benefit: Avoided Utility Electricity Costs	Benefit: CSI Incentives	Cost: O&M and Performance Guarantee Costs	District Gross Benefit
	A	B	C	A + B - C
1	\$676,367	\$267,849		\$944,216
2	\$698,289	\$267,179		\$965,469
3	\$720,923	\$266,511		\$987,434
4	\$744,290	\$265,845		\$1,010,135
5	\$768,414	\$265,180		\$1,033,594
6	\$793,320			\$793,320
7	\$819,034			\$819,034
8	\$845,580			\$845,580
9	\$872,988			\$872,988
10	\$901,284			\$901,284
11	\$930,496		\$562,194	\$368,303
12	\$960,656			\$960,656
13	\$991,793			\$991,793
14	\$1,023,940			\$1,023,940
15	\$1,057,128			\$1,057,128
16	\$1,091,393		\$651,737	\$439,656
17	\$1,126,767			\$1,126,767
18	\$1,163,289			\$1,163,289
19	\$1,200,994			\$1,200,994
20	\$1,239,921			\$1,239,921
21	\$1,280,110		\$755,541	\$524,569
22	\$1,321,601			\$1,321,601
23	\$1,364,438			\$1,364,438
24	\$1,408,663			\$1,408,663
25	\$1,454,321			\$1,454,321
Years 1 - 25	\$25,455,998	\$1,332,565	\$1,969,471	\$24,819,092

25-Year District Gross Benefit	\$24,819,092
- Solar Contract Price	\$15,514,301
= 25-Year Net Benefit	\$9,304,791



Measure B

BOND

Report to the

Board of Trustees

Capital Project Update

September 21, 2012

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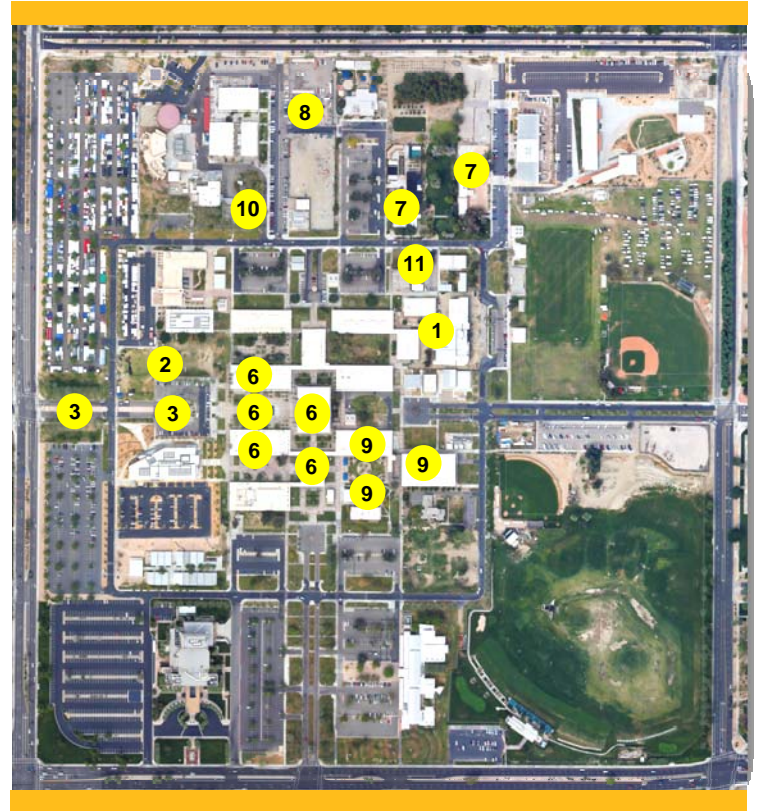
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Current Construction Projects

- 1 Math Science Technology Center
- 2 Communication Building
- 3 Monterey Entrance

Projects in Programming & Design

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



Projects In Construction . . .

PROJECT STATUS REPORTS

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

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

PROJECT STATUS REPORT

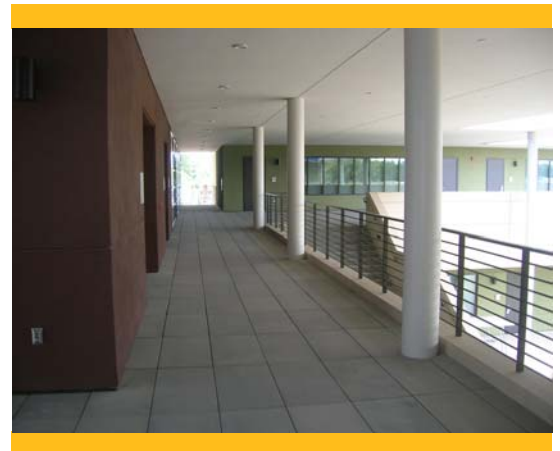
Fast Financial Facts

- **Total Project Cost \$23,800,000**
- **Construction Budget \$16,660,000.00**
- **Expenditures To Date. \$21,375,951.00**
- **Projected Change Order Percent. 0%**
- **Percent Complete of Project Cost. 90%**
- **Percent Complete of Construction. 99%**



Project Update

- **Building is open and occupied for classes and operations.**
- **Contractors continue to work on punch list items**
- **Fume hoods completed**
- **Landscaping at east annex area complete.**
- **Miscellaneous air conditioning issues investigated; resolution pending.**
- **Missing casework in route from Tennessee**
- **Close-out plan and schedule developed with CM**



PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

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

PROJECT STATUS REPORT

Fast Financial Facts

- **Total Project Cost**\$25,100,000
- **Construction Budget**\$17,570,000.00
- **Expenditures To Date**\$ 9,780,058.00
- **Projected Change Order Percent**0%
- **Percent Complete of Project Cost**39%
- **Percent Complete of Construction** 50%



Project Update

- Furniture Reps field verified all rooms; rooms with concerns are being coordinated. One thermostat needs to be moved, furniture being moved to accommodate other coordination issues.
- Window Frames being installed
- Stucco being installed on north wall.
- Drywall being installed on first floor.
- Insulation being installed at walls and ceilings on first floor.
- Exterior sheathing continues.
- Roof 99% complete
- Second floor mud and tape continues



PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

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



PROJECT STATUS REPORT

Fast Financial Facts

- **Total Project Cost \$5,000,000**
- **Construction Budget \$3,500,000.00**
- **Expenditures To Date. \$ 933,330.00**
- **Projected Change Order Percent. 0%**
- **Percent Complete of Project Cost. 19%**
- **Percent Complete of Construction. 45%**

Project Update

- **Monterey Entrance opened on August 22nd.**
- **Fountain in pricing by CM.**
- **Additional road arrows to be added.**
- **Construction fencing added around circle drive.**
- **Additional funds for shade canopies approved.**
- **Proceeding with amphitheater and amphitheater foundations, and holding on pouring concrete until DSA approval.**
- **Processing Piggy-Back-Contract for shade structures.**
- **Continuing work to open accessible sidewalks from Monterey Ave. to the Student Services.**
- **Concrete wall poured in roundabout.**
- **Continue to trench underground conduit runs.**
- **Continue to installed conduits and placed backfill.**



Projects In Design . . .

PROJECT STATUS REPORTS

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

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

Project Update

- Project resubmitted to DSA; stamp out achieved.
- Project's bid activity previously halted until DSA approval.
- Coordinated CM for tentative bid schedule.
- District approved Fire Protection analysis document requested by DSA submitted to Architect.
- IOR contract in process of approval.
- Special Testing & Inspection services contract in process of approval.

PROJECT STATUS REPORT

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



Fast Facts

- Phase 1 Project Square Ftg (GSF) 50,000 sq.ft.
- Funding Source Measure B
- Construction Start Spring 2013
- Targeted Completion Winter 2014

Sustainable Features

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

Project Update

- Project in Construction Document Phase.
- DWA requiring water lines be a public system.
- Directed Architect to proceed with DWA request to have public water lines
- Architect exploring emerging technology opportunities.
- CM reviewed 50% Estimate with EIS Pro on 8-21-2012; project on budget

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- Approved Applied Sciences Fire Access plan was sent to architect for incorporation.
- Documents received from ADA Architect for inclusion of the Path of Travel to the Applied Sciences project. Revised fee proposal for the work pending.
- Architect requested to send project specs to Ingersoll Rand, Dynalectric , carpet rep for review.

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- Project Schedule from Architect; DSA review scheduled to complete in 5 months
- Budget increased to include electrical upgrades and site covered walkway.
- Plans at DSA.
- Proposal for LEED design and administration in process

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

- Will be minimum LEED Silver certified

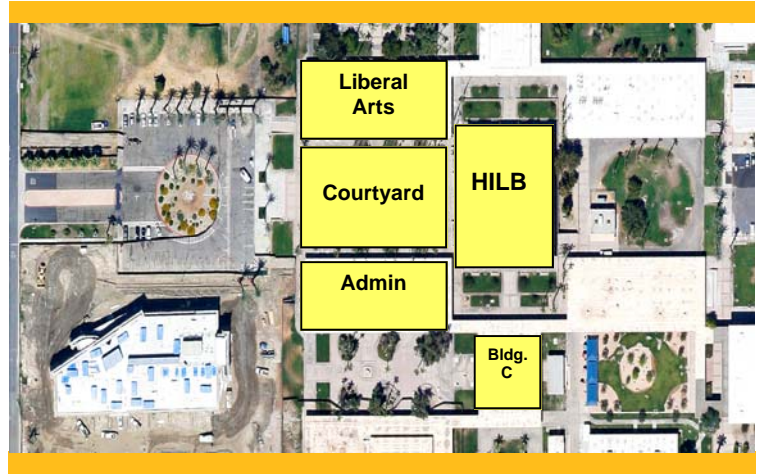
Project Update

- DSA, CM and EIS review comments and VE revisions complete and re-submitted to DSA.
- ACM and LBP remediation complete.
- First advertisement for salvage contract published; schedule issued to CM and COD.

CENTRAL CAMPUS REDEVELOPMENT

PROJECT STATUS REPORT

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



Fast Facts

- **Project Square Footage (GSF)** 66,526 SF
- **Funding Source** Measure B
- **Construction Start** Summer 2014
- **Targeted Completion** Winter 2015

Sustainable Features

- Will be minimum LEED Silver certified

Project Update

- Library Program verification meeting held with Architect.

PROJECT STATUS REPORT

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



Fast Facts

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

Sustainable Features

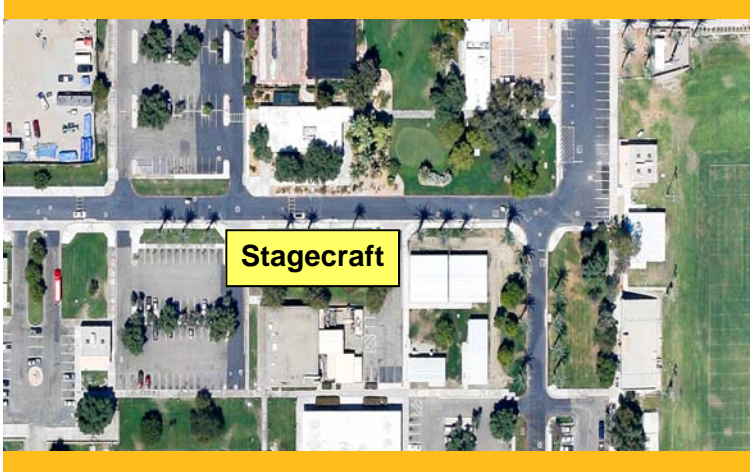
- Will be minimum LEED Silver certified

Project Update

- Bid opening complete.
- Pre-construction checklist meeting scheduled.
- Special Testing & Inspection services contract is in process.
- DSA Forms 5 requested for all inspectors.

PROJECT STATUS REPORT

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



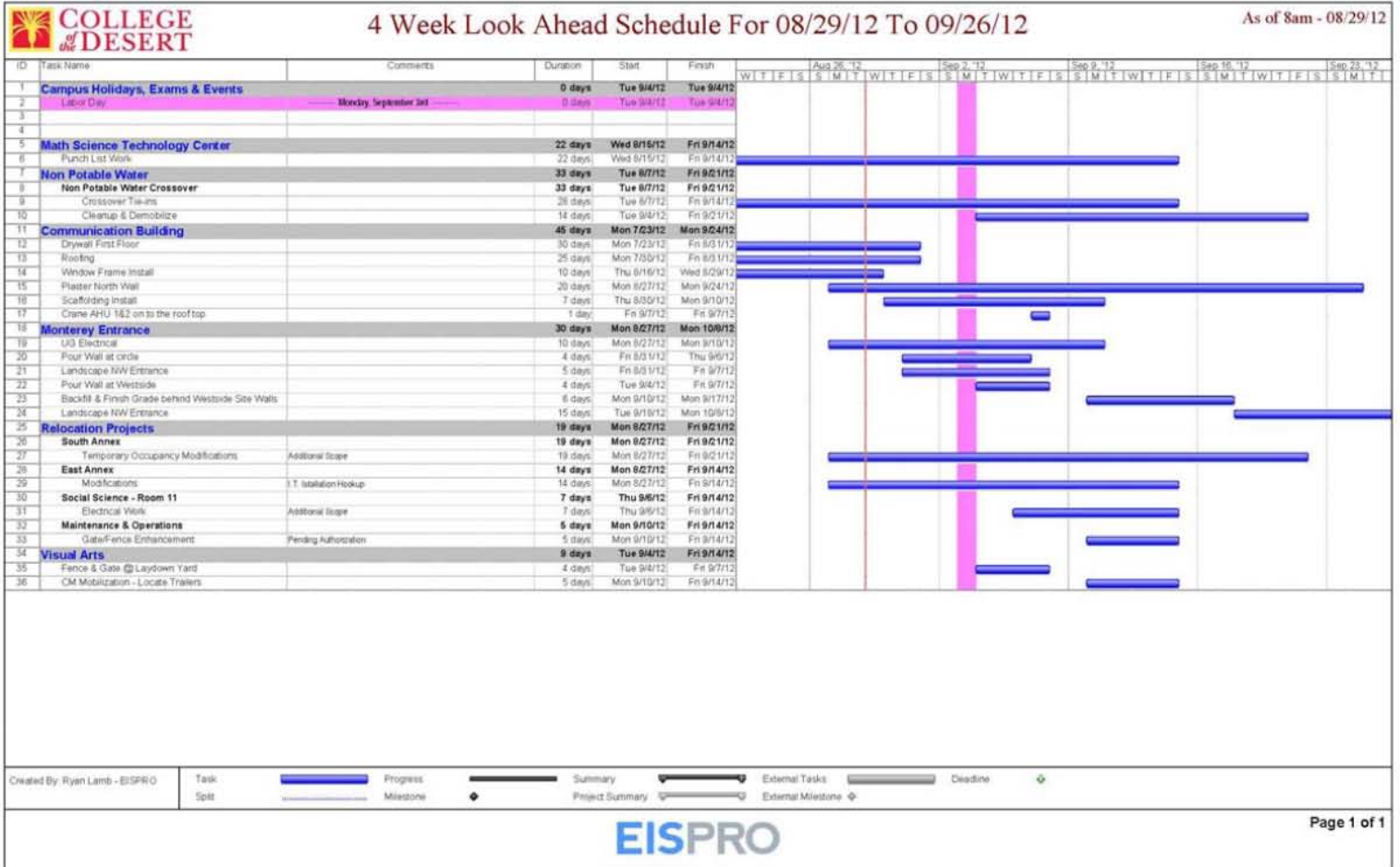
Fast Facts

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

Project Update

- Construction Documents in progress from modular company.

4 WEEK LOOK AHEAD



Financial Review . . .

PROJECT ALLOCATION BUDGET

PROJECT ALLOCATION BUDGET

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

Note: All Balances Moved To Contingency

PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget Bond + Other</u>	<u>Bond Expense</u>	<u>Balance</u>
Applied Sciences	\$12,000,000.00	\$1,214,884.00	\$10,785,116.00
+ Athletic Facilities	\$21,410,000.00	\$2,507,539.00	\$16,938,043.00
* Business Building Renovation	\$4,598,035.81	\$4,598,035.81	\$0.00
Campus Electronic Sign	\$300,000.00	\$0.00	\$300,000.00
Campus Energy Monitoring	\$295,800.65	\$0.00	\$7,498.10
Campus IT Infrastructure	\$3,000,000.00	\$1,705,294.00	\$1,294,706.00
Central Campus Redevelopment	\$37,350,000.00	\$388,525.57	\$36,961,474.43
Central Plant MBCx	\$3,144,495.00	\$2,730,121.00	\$414,374.00
Child Development Center	\$5,500,000.00	\$293,404.00	\$5,206,596.00
Communication Building	\$25,100,000.00	\$9,780,058.00	\$14,884,942.00
* Cravens Student Services Center	\$22,973,516.00	\$22,922,865.00	\$44,615.00
Demo Central Annex / Cooling Tower	\$1,500,000.00	\$253,978.37	\$1,246,021.63
* Dining Facility Renovation	\$5,399,969.00	\$5,399,909.77	\$59.23
x Imaging	\$400,000.00	\$0.00	\$400,000.00
Indio Education Center	\$20,000,000.00	\$216,192.00	\$17,838,079.00
Infrastructure Upgrade - Ph III	\$11,562,135.14	\$10,064,111.00	\$456,932.00
Math Science Technology Center	\$23,800,000.00	\$21,375,951.00	\$2,424,049.00
Mecca-Thermal Interim Modulares	\$10,000,000.00	\$9,909,428.58	\$90,571.42
** Mecca-Thermal Septic Sewer System	\$500,000.00	\$145,642.00	\$354,358.00
Monterey Entrance	\$5,000,000.00	\$933,330.00	\$4,066,670.00
* Nursing Building Renovation	\$3,538,287.21	\$3,537,467.21	\$820.00
* PSA Parking & Mag. Falls Entrance	\$949,794.14	\$949,794.14	\$0.00
RDA Small Maintenance Projects	\$490,430.31	\$0.00	\$0.00
Relocations Project	\$1,500,000.00	\$82,538.06	\$1,417,462.00
Security Cameras & Emergency Phones	\$1,000,000.00	\$128,745.00	\$867,550.00
Site Remediation	\$1,000,000.00	\$81,556.00	\$821,345.00
Soils Contingency	\$1,825,000.00	\$0.00	\$1,825,000.00
++ Stagecraft Shop	\$1,900,000.00	\$106,099.00	\$1,793,901.00
Visual Arts Building	\$8,175,000.00	\$650,408.00	\$7,524,592.00
Wayfinding	\$500,000.00	\$14,250.00	\$485,750.00
West Valley Palm Springs	\$40,000,000.00	\$3,567,543.00	\$36,432,341.00
SUB TOTAL	\$274,712,463.26	\$103,557,669.51	\$164,882,865.81

* Projects pending financial closeout.

+ Athletics Facilities sub projects added to parent project

x Funding authorized by Cabinet: \$400k

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

++ Gift from Foundation: \$400k

PROJECT ALLOCATION BUDGET

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

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Bond Expense</u>	<u>Balance</u>
Completed Projects	\$90,154,704.81	\$85,063,232.61	\$0.00
Current Projects	\$274,712,463.26	\$103,557,669.51	\$164,882,865.81
Future Projects	\$32,150,000.00	\$0.00	\$32,150,000.00
Centrally Contracted Management Fees	\$20,853,036.00	\$18,442,999.00	\$1,840,627.00
Contingency	\$430,346.00	\$0.00	\$6,425,587.00
TOTAL	\$418,300,550.07	\$207,063,901.12	\$205,299,079.81

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

<u>FUNDING SOURCE</u>	<u>Totals</u>	<u>Expenditures</u>	<u>Balance</u>
Bond Series "A"	\$65,000,000	\$65,000,000	\$0
Bond Series "B"	\$57,850,000	\$0	\$57,850,000
Bond Series "C"	\$223,648,444	\$126,065,968	\$97,582,476
State	\$3,144,000	\$3,144,000	\$0
RDA	\$30,000,000	\$5,121,267	\$24,878,733
Interest	\$30,000,000	\$8,958,894	\$21,041,106
Refunding	\$7,500,000	\$7,500,000	\$0
Rebates	\$1,158,106	\$898,654	\$259,452
TOTAL	\$418,300,550	\$216,688,783	\$201,611,767

Upcoming Events . . .

NO EVENTS CURRENTLY SCHEDULED