

**DESERT COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING  
43500 MONTEREY AVE.  
PALM DESERT, CA 92260  
FRIDAY, DECEMBER 14, 2012  
MINUTES**

**I.** Chair Stefan called the meeting to order at 9:00 a.m. and asked Trustee Broughton to lead the pledge of allegiance.

**II. SWEARING IN OF TRUSTEES**

1. Desert Hot Springs City Council Member Russell Betts administered the Oath of Office to newly elected trustee Mary Jane Sanchez-Fulton. Assembly member Manual Perez also administered the Oath of Office to Ms. Sanchez-Fulton and congratulated her. He spoke to her commitment to public service and education.
2. Superintendent/President Joel Kinnamon administered the Oath of Office to re-elected trustees Michael J. O'Neill and Dr. Bonnie Stefan.

**III.** President Kinnamon called the roll:

Present:       Becky Broughton  
                  John Marman  
                  Michael O'Neill  
                  Mary Jane Sanchez-Fulton  
                  Bonnie Stefan  
                  Student Trustee Andrew Campbell arrived after the closed session

**IV. ORGANIZATION FOR 2013**

**A. APPOINTMENT OF OFFICERS**

- 1) Chairperson: Michael O'Neill
- 2) Vice-Chairperson: Becky Broughton
- 3) Clerk: John Marman
- 4) Secretary: Dr. Joel Kinnamon
- 5) Representative/COD Foundation Board of Directors: Bonnie Stefan
- 6) Representative/County Committee: Mary Jane Sanchez-Fulton

Chair O'Neill asked the board to postpone choosing representatives for 7-9 until all positions are fully staffed.

- 7) Representative/Business Affairs (Finance/Facilities/COC) - postponed
- 8) Representative/Student Affairs - postponed
- 9) Representative/Academic Affairs - postponed

## 10) Representative/Citizens' Bond Oversight Committee

Chair O'Neill was reappointed to this committee recently and would like to continue.

**Motion** by Becky Broughton, second by John Marman, to appoint Trustee O'Neill as the representative to the Citizens' Bond Oversight Committee.

**Discussion:** None.

Vote

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

Motion carried unanimously.

## 11) Parliamentarian

Trustee O'Neill would like the board to follow Parliamentary Procedure more closely and he has asked Carlos Maldonado, Director of Student Life, to be the board's Parliamentarian. In that vein beginning today the person that makes the motion has the first right to speak, followed by other members that wish to speak. The original speaker cannot speak until all members have had the opportunity. Mr. Maldonado has been asked to comment immediately if any Parliamentary procedure has been violated.

Trustee O'Neill reviewed some general operating procedures:

- The board's primary way of communication is email through the Board Executive Assistant, Lee Ann Weaver. He asks all members to check their email daily and respond appropriately to Ms. Weaver. He cautioned members to "reply" to the sender and not to "reply to all" as that would be a violation of the Brown Act. A phone call is also appropriate.
- The board assistant is the Board's main contact and the person that liaisons with the college community. If any members have questions or require information those requests should also go through the board's assistant. He asks that members do not disrupt staff by dropping in without an appointment. Schedule any appointments through Ms. Weaver.
- He said it is professional courtesy to let the President's Office know any time you are on campus.

- Questions regarding agenda items should be addressed to Ms. Weaver. She will gather the responses and forward those responses to the entire board so all members are receiving the same information.
- The Board started a process last year of submitting written reports prior to the meetings and highlighting areas of special interest at the meeting. This will continue.
- The Student Trustee's vote is an advisory vote. We call on the Student Trustee first as advisory and then the remaining members vote.
- Last year the Board initiated a 3 minute rule for reports to board. While this has not been well received we will continue. The various representatives submit a written report, which can be any length. The verbal/oral presentation to the board could be highlights from the main report or something they choose to speak to. Members of the public or any of those representatives can speak for 3 minutes per person or 15 minutes per topic during the Public Comments section of the meeting.
- We tried an earlier start time several months ago but starting in January meetings will begin at 9:30 a.m. The Board will start at 9:30, go into closed session and back into open session at 10:00.
- He reminded the members the board has 3 responsibilities:
  - To hire the President
  - To establish policies and provide direction to the District
  - Fiduciary responsibility and oversight in making sure things are done correctly.

The Board is prohibited from micromanaging. The Board hires the Superintendent/President to do the managing. The Board is to make sure operations are proceeding appropriately. Dr. Kinnamon is very aware of and receptive to the proper functioning of the Board, keeping the Board informed, and interacting with the Board for a better flow of information. Trustee O'Neill would like us to keep moving forward in that direction in the New Year. The residents of the District have entrusted this job to the members and they take it extremely seriously. Every Board member wants to do what's best for the students of the Coachella Valley.

Dr. Kinnamon congratulated everyone on their new role and thanked Trustee Stefan for her service this past year as Chair. He said the Board was very clear in their direction to him in ensuring that we operate in a transparent manner and are accountable to our constituents.

**V. AGENDA:**

- A. CONFIRMATION OF AGENDA:** Approve the agenda of the Regular Meeting of December 14, 2012, with any additions, corrections, or deletions.

**Motion** by Becky Broughton, second by Bonnie Stefan, to approve the agenda of the December 14, 2012 meeting as presented.

**Discussion:** None.

**Vote**

Yes: Becky Broughton, John Marman, Michael O'Neill, Mary Jane Sanchez-Fulton,  
Bonnie Stefan

No: None

Absent: Andrew Campbell

Abstain: None

Motion carried unanimously.

**VI. CLOSED SESSION**

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

**VII. OPEN SESSION 10:15 a.m.**

No reportable action taken in closed session.

**VIII. PUBLIC COMMENTS:**

There were no requests to address the Board.

**IX. APPROVE THE MINUTES OF:**

There were no corrections to the minutes of the Regular meeting of November 16, 2012  
and they stand approved.

**X. REPORTS**

1. ASCOD: John Arroyo, ASCOD President, was not present.
2. CSEA: Lauro Jimenez, CSEA President, was present and gave a brief report. The full report will be included with the minutes.
3. ACADEMIC SENATE: Zerryl Becker, Senate President, was present and gave a brief report. The full report will be included with the minutes.
4. COLLEGE OF THE DESERT ALUMNI ASSOCIATION: Gene Marchu, Alumni Association Executive Director, was not present but had submitted a written report, which will be included with the minutes.

5. **FACULTY ASSOCIATION:** Gary Bergstrom, Faculty Association President, was present but did not give a verbal report. He had submitted a written report and it will be included with the minutes.
6. **C.O.D.A.A.:** David Bashore, Adjunct Association President, was present and gave a brief report.
7. **COLLEGE OF THE DESERT FOUNDATION:** Jim Hummer, Foundation Executive Director, was unable to be present.

**Trustee Broughton** apologized for not being present last month, she was ill. She missed the Public Safety Academy Award Ceremony but was very pleased that we honored Steve Quintanilla. Mr. Quintanilla sent an email this morning saying how honored he was. She and Trustee O'Neill attended the memorial service for former Trustee Ray House. It was a wonderful celebration of his life.

She attended the following:

- Central campus redevelopment meeting
- Blue light ceremony honoring and remembering those that died in the line of service.
- The Bookstore appreciation event was very nice.
- Board agenda review meeting.
- TRIO Fall 2012 Academic Achievement Ceremony - she thanked all that attended.
- The most meaningful meeting she attended was the East Valley Friends and Alumni. Their project for the year is reviewing the Sunline bus relationship with the college. They also gave Juan Lujan a plaque honoring his service to the college and thanked him for all his hard work to the students and the community.

**Trustee Marman** submitted a written report. He commented he would like to get the agenda sooner. On Saturday he will be speaking at Professor Emeritus Dr. Joyce Wade-Maltais' funeral service. He also played Santa for Lincoln Elementary School.

**Trustee Stefan** welcomed our new Trustee Mary Jane Sanchez-Fulton and looks forward to working with her. She attended the Public Safety Academy Award Ceremony and was very proud that a former student of hers from Jefferson Middle School graduated. She attended several concerts in the Pollock Theatre and enjoyed all of them.

**Trustee Sanchez-Fulton** thanked the students/staff/faculty/community for all the work they do. She taught here as an adjunct and was mentored by Juan Lujan and appreciates being able to come back and help the COD family. She thanked those that came to witness her swearing in. She was very touched when she ran into a former student who thanked her.

She attended the following:

- Public Safety Academy Award Ceremony: she saw a former student of hers from Coachella Valley Unified who personally thanked her onstage
- The Open Mic event

- Met with Carlos Maldonado, who explained about the 35 clubs on campus and what they are doing.
- Visited ITIR and saw their cutting edge technology and the innovation that COD is about. She thanked the Dean of ITIR.

**Student Trustee Campbell** welcomed Mary Jane Sanchez. He thanked Edwin Deas for making it possible for a student to be co-chair on the Green Council. He thought this would draw more student participation. He congratulated Eleanor Campbell for being the first student co-chair on the Green Council. He attended the SSCCC Region 9 meeting hosted by Chaffey College and looks forward to COD hosting the January meeting. He attended the “Meet the Faculty” event and the Student International Festival.

**Trustee O’Neill** welcomed Trustee Sanchez-Fulton and congratulated Dr. Stefan on her re-election. He thanked everyone for all of the invitations the Board receives. Unfortunately, the Board cannot get to all of them but they will attend as many as they can. Three former colleagues have passed away, Ray House, Dr. Joyce Wade-Maltais and Dan Deti. These three individuals probably have 130 years of education for the college community. He is happy to have had the opportunity to work with all of them.

As the Board’s representative he attended the Citizens’ Bond Oversight Committee meeting this week. The Bond program had a perfect audit and the committee wanted him to tell the Board it is because the committee does what it is supposed to do; protect the public’s money with a system of checks and balances. The committee is very proud of the work they do. As part of the meeting a tour was provided to the members and he received a lot of positive feedback from the committee members. The committee was extremely impressed to see the end result of what their efforts do in guiding the bond committee. The annual report will be available electronically.

He attended the central campus redevelopment meeting. This is a fast track program. There was a concern that the whole central core of campus will be fenced off and this will be challenging, but the end project will be worth it. He also attended the Public Safety Academy Award Ceremony last night. He wished everyone a happy holiday season.

## **XI. ADMINISTRATIVE REPORTS**

### 1. Superintendent/President

- a. Update of Fiscal Crisis Management Assistance Team Report
  - Process for Reporting Full Time Equivalent Student
  - Management Audit

Dr. Kinnamon comments will be shared with the community, both internally and externally. He felt there were very important points to be made. There is no evidence that any individual benefitted financially from the misreporting. He has asked the Fiscal Crisis Management Assistance Team (FCMAT) to provide a management report detailing the best practices and systemic checks and balances recommended for College of the Desert. A FCMAT representative will work with Dr. Kinnamon as a third party. They will also be validating our 2011-2012 FTE

report prior to submission to the California Community Colleges Chancellors Office. In addition, in order to meet the Board's expectation of accountability we will conduct an extensive investigation using an investigator, that will report to the President and the Board on all matters related to the FCMAT findings. We will also have an external forensic accountant review all relevant issues related to the FTE reporting. This accountant will report directly to the President so he can evaluate and analyze the information gathered. He is currently working with the Board's counsel to ensure all necessary steps are taken to address present and past issues related to this matter. He has been in touch with the Chancellor's Office to keep them informed of what we are doing and will be meeting with them in January to inform them of all findings and our progress.

Yesterday he visited with Vice Chancellor Fred Harris and he indicated the Chancellor's Office has lowered COD's funded base to reflect the adjusted FTE. The financial impact of the corrected calculation is approximately \$630,000 per year. He will continue to work with the Chancellor's Office to find a multi-year reimbursement plan. We are committed to rectifying the situation in a timely manner with minimal impact on students and learning.

He thanked the Board of Trustees for their leadership. They have read many different things and have been very clear in their expectations on this matter to do our due diligence, review, be transparent and move forward in an appropriate manner. We have to put things in context. When we are looking at the past we don't have the full context of decisions that were made. The reality is COD is a wonderful educational institution. Every person in this organization should be proud of what we do. This is a situation we will work through and get resolved and will be a prouder and stronger COD once we complete this process. He is still very happy and proud to be here. We have very important work to do with students that need us. We will focus on the good of COD. There will be others coming in to focus on these issues to enable him to focus on the good of COD.

He acknowledged the College of the Desert Foundation's generosity with their donation of \$100,000 to add approximately 30 classes in the spring schedule.

He is appreciative of the way he has been received in his first six months. 2013 will be a wonderful year and he wished everyone a happy holiday.

## 2. Vice President Business Affairs – Dr. Edwin Deas

### a. Safety Award by Statewide Educational Wrap Up Program

Dr. Deas introduced Suzanne Trowbridge from the Statewide Educational Wrap-up Program. Ms. Trowbridge explained she is the administrator for the program. The program is an owner controlled insurance program for our construction projects and a joint powers authority. Instead of having contractors provide their own general liability insurance, workers compensation and property coverage during construction the college provides it. If a contractor fails there is no insurance coverage for the district should there be a construction defect that results in a loss. The Math Science and Technology Center was recently completed and during that construction there were no workers' compensation losses, no general liability losses to date and no property losses. This is quite an accomplishment and the college should be proud. She commended Bernard's,

our construction manager, for making sure the contractors did what they should do. EIS Pro is also very aggressive in making sure the tailgate meetings are completed on a regular basis. Ms. Trowbridge introduced her colleague, Elsa Esqueda, who is the director of facilities with the Coachella Valley Unified School District and one of the executive committee members of the SEWUP JPA.

Ms. Trowbridge presented an award to Dr. Kinnamon. She also presented an award to EIS Pro, which was accepted by Pamela Pence.

Trustee O'Neill read the plaque: "KEENAN: On behalf of the SEWUP (Statewide Education Wrap-Up Program)" presents this award to Desert Community College District in recognition of their dedication to the making the site safe for construction workers, district staff, students, and the local community. College of the Desert's new Classroom building 2010-2012.

Dr. Deas said the board is aware this was a very challenging project for us but he is pleased to see that safety was not sacrificed along the way. Trustee O'Neill thought we should attach this to the building. Dr. Deas said this and other plaque placement is underway. Orders have been placed for the plaques.

b. 2011/2012 Citizens' Bond Oversight Committee Annual Report

Dr. Deas distributed copies of the report to the members. The report was approved by the Oversight Committee and will go out across the valley to approximately 300 agencies. This is an important confirmation to the taxpayers that we are doing things correctly. Dr. Deas thanked Chair O'Neill for his support of the committee. The committee is a very effective working group. Trustee O'Neill commented that the group is comprised of very experienced business people and they have done an outstanding job.

c. Development Update: EVC Indio & Mecca/Thermal

Dr. Deas reported the Indio project is in full swing. The project was split into two, working hand in hand with the city project. The first part of our project involves grading and installing structural piles due to the high water table in the area, underground utilities and the general site preparation. On December 20 we open the remaining bids for the 12 separate contracts. Once that is completed the project is fully underway, with an intended opening in spring 2014.

Trustee Sanchez-Fulton asked if we have fair and equitable bids for local contractors. Dr. Deas said we are prevented from giving local preference and from having a competition among local companies. We do use multiple primes, which often gives the local firms an opportunity. A local firm might not be big enough to be a general contractor but because of multiple primes we frequently see local firms get the specific trade components.

Trustee Broughton commented the county is very excited we are so far along and they asked if we were on track. Dr. Deas confirmed we are.



Dr. Deas reported on the Mecca Thermal Center project. An interim project is to look at the camera safety situation, given its remote location. We are in a period of intense technological research on how to approach the next wave of cameras. The existing cameras are old technology. We now are aware there are high resolution models available, that are much more effective and cover a greater span of vision, but they require new hardware and software. We are trying to reach a conclusion on that. We would like to go with the new technology and not patch the old technology.

Trustee Broughton commented that the deputies from the community services district have asked us to consider a good backup so when we have a problem we have pictures we can share. They have also asked us to consider a way to monitor the roadway entrances of the campus. It would help us and them. Much of the vandalism is recidivism within the community. They have taken huge amounts of copper from the airport area and it is likely they are the same people that vandalized our area. Dr. Deas said our security director Ray Griffith is actively involved in these issues and has a good relationship with RCS.

Trustee Broughton asked about the next phase of Mecca Thermal and Dr. Deas said we have a conceptual plan for Phase II and a proposed budget. The Board will be receiving a detailed report on this in January.

Trustee Marman asked about the small basic education center in Desert Hot Springs. Dr. Deas reports we have the non-binding letter of intent from the county. It appears to give us everything we asked for. The next stage will be the negotiation of a formal lease. There are several plans under discussion and the board will be asked to make a decision in January. Trustee Sanchez-Fulton thanked Dr. Deas.

Dr. Deas also mentioned the arrival of UCR's medical school in Desert Hot Springs. There is the potential to partner with COD to cover all aspects of health.

## **XII. CONSENT AGENDA:**

### **A. HUMAN RESOURCES**

1. Employment Group C Appointments
2. Volunteer
3. Initial Proposal from DCCD to CTA
4. Initial Proposal from CODAA to DCCD

### **B. FISCAL SERVICES**

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

6. Change Order #010-001 – Math Science Technology Center Project – Lozano Caseworks
7. Amendment to the Habitat for Humanity of the Coachella Valley, Inc. Agreement

Stan Dupree asked to pull item A1, relating to the extension of days for a counselor for discussion. His intention is to meet with the counselors, the faculty association union President, Gary Bergstrom and someone from Dr. Nery's office. This is page 5 of the back up material for Consent Human Resources item 1.

**Motion** by Bonnie Stefan, second by Andrew Campbell, to approve the consent agenda as amended.

**Discussion:** Trustee Marman asked what type of screening or background checks are we doing on our volunteers. Mr. Dupree reported we do TB testing and the FBI security check.

He also asked about an item under Warrants for \$400,000.00. This is for American Micro-Imaging, Inc. Dr. Deas said this is part of our Bond program and it is a strategy to reduce the amount of storage that has to be built to house paper so we are moving in a comprehensive way to imaging our historical records.

Trustee Marman said that in the past we had the ability to put things on micro but we didn't have the staff to do it. He asked if we were allowed to use Bond money to do this or will this take place over a period of time. Mr. Ellis responded that yes we are able to use Bond money as part of the project. The imaging comes as two parts; part of the Cravens project and part of the Administration building renovation. This will involve student records and fiscal records.

**Vote**

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

Motion carried unanimously.

**XIII. ACTION AGENDA**

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

**Motion** by John Marman, second by Andrew Campbell, to approve Consent item A-1 as revised. (the counselor position on page 5 of the backup – ConsentHR1\_Fac - has been removed from the agenda. The motion refers to the remaining items within that backup document.)

**Discussion:** Trustee Marman referred to the item regarding the Department Chair of the School of Health Science. He said this one had the length of the contract adjusted and asked if it was a new position or has existed in the past. He also asked if this person has a certificate to teach. Mr. Dupree said this contract is a new one but the position existed in the past. Dean Leslie Young responded that there are two chairs in the Nursing Program; one for the RN program, which was the assistant director position that became the chair position and one for the LVN program. When chairs were instituted it was moved from a stipend arrangement, which was an assistant director and required by that program. There is an assistant director in the LVN program. The CNA program was added to the LVN program when it became a chair and the HS classes. There are 2 chair positions in the nursing programs. We combined two nursing programs to the chair position. Trustee Marman asked if accreditation accepts this and Dean Young replied she has been accepted by the board for the VN program as the assistant director. She is also a certificated, tenured faculty, who teaches in the RN program and has also taught in the LVN program. The person who held this position resigned before the end of the contract, in the middle of her two year chair contract. It was announced and this person is the only one that applied.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

**B. BOARD OF TRUSTEES**

1. Approval/Ratification of Board member travel

**Motion** by Becky Broughton, second by John Marman, to approve/ratify the board member travel as presented.

**Discussion:** None.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

2. Approval of Resolution 121412-1

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

**Discussion:** None.

**Roll-Call Vote**

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

Motion carried unanimously.

3. Clarification of Board Policy #3570 Smoking on Campus

**Motion** by Andrew Campbell, second by Bonnie Stefan, to accept the clarification as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

**C. PRESIDENT**

1. Approval of Administrator Emeritus

**Motion** by Becky Broughton, second by Andrew Campbell, to approve the administrator emeritus as presented.

**Discussion:**

Trustee Marman commented that Emeritus is for faculty. There is a process for faculty to receive this. He thinks there should be a waiting period. He has no objection to this person receiving this, as it is well deserved. He would like to go back and void all the emeritus administrator and trustee until such time as there is a procedure in place.

Trustee O'Neill asked Dr. Kinnamon to research this. Dr. Kinnamon reported we do have a policy and suggested the policy and procedure come back to the board for review. The policy does not speak to any waiting period. This recommendation is consistent with the current policy.

Trustee Broughton called for the question. All members voted yes to vote on the item.

**Vote**

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

Motion carried unanimously.

**2. Certification of Signatures**

**Motion** by Andrew Campbell, second by John Marman, to approve the certification of signatures as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

**D. HUMAN RESOURCES**

**1. Resignation – Leadership**

**Motion** by Becky Broughton, second by Bonnie Stefan, to approve the resignation as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

**2. Retirement – Confidential/Leadership**

**Motion** by Andrew Campbell, second by Bonnie Stefan, to approve the retirement as presented.

**Discussion:** None.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

**3. Working Out-of-Class – Confidential**

**Motion** by Bonnie Stefan, second by Becky Broughton, to approve the assignment as presented.

**Discussion:** None.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

**4. Temporary Assignment Extension – Leadership**

**Motion** by Bonnie Stefan, second by Becky Broughton, to approve the temporary assignment extension as presented.

**Discussion:** Trustee Marman commented this has been an interim position for a year and a half and thought extending it for 6 months is a long time, especially given there are issues in this area.

**Motion** by Mary Jane Sanchez to revise this item. Stan Dupree suggested pulling this item in order for administrators to further review and discuss.

**Motion** by Bonnie Stefan to postpone this item to a special meeting on Thursday, December 20 at 2:00 p.m., second by Mary Jane Sanchez.

No further discussion.

**Vote**

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

Motion carried.

**XIV. CLOSED SESSION 12:00**

- 1. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**  
Section 54956.9 (b)(c) Specify number of potential cases: 7
- 2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Pursuant to Government Code section 54957 - President

No reportable action taken in closed session.

**HUMAN RESOURCES Cont'd**

5. Educational Administrator Contract Terms & Salary Placement

**Motion** by Bonnie Stefan, second by Andrew Campbell, to approve the educational administrator contract terms and salary placement as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

**E. FISCAL SERVICES**

1. Budget Transfers

**Motion** by Bonnie Stefan, second by Becky Broughton, to approve the budget transfers as presented.

**Discussion:** Trustee Broughton asked for clarification on whether there is anything out of the ordinary with these. Mr. Ellis replied they are the regular transfers that happen every month.

**Vote**

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

No: None

Absent: None

Abstain: None

Motion carried unanimously.

## 2. 2011-2012 Audit Reports

**Motion** by Bonnie Stefan, second by Andrew Campbell, to approve the audit reports as presented.

**Discussion:** Heidi White, Managing Partner with the Auditing firm of Vavrinek, Trine, Day and Co., reviewed the audit reports with the members. They have given these financial statements an unqualified opinion. An unqualified opinion is the highest form of assurance the auditors can provide to the college that the financial statements have been presented in accordance with generally accepted accounting principles and there is nothing taken exception of, except for some specific area or fund or activity.

Trustee Marman asked if there is one page that contains all the issues. Ms. White said page 75 and beyond are items of note. Each of the comments includes management's response as to what the college is going to do. The auditors will follow up on these items in the spring when they return. The last section is a summary of prior year comments and that is audited to make sure that what was addressed in the prior year is in fact implemented or if there is still a problem.

Trustee Broughton appreciates having a hard copy of the report to review. She asked if the board could have a summary, in laymen's terms, of what the problems are and what our plan is to fix them. Mr. Ellis will provide a summary for the members. He also mentioned that everything we suggested we would do has already been put into place before the financial statements were issued. They were implemented immediately after hearing from the auditors.

Trustee Sanchez asked why there were no specific timelines mentioned. Mr. Ellis replied that our specific timelines were to have them implemented before they were even put into the financial statements.

Trustee Broughton commented the census data is a recurring problem, but seems under better control now. Mr. Ellis commented that Dr. Nery has made it very clear it will be done correctly going forward.



Trustee O'Neill asked if page 84 is a review of the prior year's recommendation. Ms. White confirmed this. Mr. O'Neill asked if the DSPS item is no longer of concern. Ms. White confirmed this but they continue to follow up and will expand their testing to make sure it doesn't fall off the radar.

Trustee O'Neill commented we need good news and feels these reports are good news. Ms. White said it is a very good report. This was their first year working with the district and there can be difficulties. She said throughout their engagement they have met with staff throughout the campus and have been greeted with open doors. It has been a very open process and for a first year it went very well. They are pleased with our pro-active status of looking at comments.

Ms. White continued with the auxiliary and the General Obligation Bonds audit reports. The Bonds report is 2 separate reports. Part of it is a financial statement and part a compliance audit. There were no exceptions in any areas. They have given these an unqualified opinion as well.

Trustee Marman commented that unqualified usually means something is not good. Ms. White said it is different with an audit. If there is a qualification it will say "except for".

Trustee Broughton asked if there was any way to look at audits from the past and known there was a mistake in how we counted students. Ms. White said they did look at our FTES reporting. There were various compliance issues the state Chancellor's office asked the auditing firm to look into. This audit confirms we are doing FTES correctly now.

Dr. Kinnamon commented the FTES report to the Chancellor's Office does not come to the Board for approval, it is an administrative process. We are confident we are in compliance now and an independent investigator will be brought in to confirm.

**Vote**

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

No: None

Absent: None

Abstain: None

Motion carried unanimously.

Dr. Deas thanked Ms. White and the auditing firm. A good working relationship is essential and we have established that with the firm. He also thanked Mr. Ellis and his small staff for all the hard work they put in on this audit.

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

**Motion** by Becky Broughton, second by Bonnie Stefan, to approve the 311Q as presented.

**Discussion:** Mr. Ellis provided a handout and reviewed it with the members.

Trustee Sanchez-Fulton asked if these handouts could be provided prior to the meeting to give the members ample time to review them. Mr. Ellis replied he will post the narrative portion in the future.

Trustee Marman commented when we put this budget together it was with the idea that Prop 30 wasn't going to pass. We also did not take into account the FTES cap. Mr. Ellis said we took part of the FTES issue into account but not the Prop 30 funds. Trustee Marman would like the community to see that we use the Prop 30 funds for what it was intended, and not to use it for FTES penalties. Dr. Kinnamon responded that as we develop the budget we will reflect that.

**Vote**

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

Motion carried unanimously.

4. Public Hearing for Adoption of Resolution #121412-1 Adopting the CEQA Initial Study/Mitigated Negative Declaration for the Palm Desert Campus pV Shade Structure Project and Approval of the Project

A public hearing was opened. Dr. Deas introduced John Crist who is the author of all documentation relating to the compliance issues for the pV shade structure. Dr. Deas also reported that this has been opened for 20 days and to date there have been no inquiries from the public.

There were no requests to be heard. The Public Hearing was closed.

5. Resolution #121412-1 Adoption of the CEQA Initial Study/Mitigated Negative Declaration for the Palm Desert Campus Solar PV Shade Structure Project and Approval of the Project

**Motion** by Bonnie Stefan, second by John Marman, to approve the resolution as presented.

**Discussion:** Mr. Crist of Terra Nova Planning and Research commented they found the project has no significant impact to the college or the community. There was one area of concern having to do with light and glare and they made recommendations for these designs to be refined. We have filed documentation in compliance with state law. There was a 20-day comment period posted at the County Clerk's office and advertised in the newspaper.

Trustee Marman commented there has been a lot of discussion about the funding and asked if it had been resolved. Dr. Deas said the project will be funded entirely from redevelopment funds, allowing all utility savings to flow to the General Fund.

Trustee Broughton asked if it will be necessary to replant any of the trees that might need to be removed. Mr. Crist replied there is a plan to replace the ground landscaping, but not the trees. The only trees being removed are those that are necessary to allow for the arrays to be installed. Trustee O’Neill asked if these panels will interfere with the Monterey widening project in process by the City of Palm Desert. Steve Renew, Director of Facilities, said the easement for the widening of the road has already been granted to the city. There is a section of planting along Monterey and that area represents where the new sidewalk and curb will be. Neither project encroaches on the other.

Trustee O’Neill asked if there will be some type of vegetation that will give these a non-metal roof view. Dr. Deas said a row of trees will remain between the sidewalk and the solar array. The array will not cover the entire parking lot, there will be a perimeter left open.

**Roll Call Vote**

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

Motion carried unanimously.

6. Resolution #121412-2 for Amendment to Updating CC-CS SIPE JPA Agreement

**Motion** by Andrew Campbell, second by Bonnie Stefan, to approve Resolution 121412-2 as presented.

**Discussion:** Dr. Deas said this is a JPA concerning insurance and they have made changes to their founding document and must be formally adopted.

Trustee Sanchez-Fulton asked for additional background about the JPA. Dr. Deas reported that we have limited purchasing power on our own for insurance purposes so we are members of state-wide JPA’s.

**Roll Call Vote**

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

Motion carried unanimously.

By consensus the members agreed to group items 7, 8, 9 as one motion.

7. Notice of Completion – Math Science Technology Center Audio Visual Project – Western Audio Visual
8. Notice of Completion – Math Science Technology Center Technology Project – Nexis IS Inc.
9. Notice of Completion – Math Science Technology Center Flooring Project – Continental Flooring, Inc.

**Motion** by Becky Broughton, second by Bonnie Stefan, to approve items 7, 8 & 9, Notices of Completion, as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

10. Notice of Intent to Award Contract for the Gas Line Lateral Construction Project

**Motion** by Andrew Campbell, second by Bonnie Stefan, to approve the notice of intent to award contract as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

Chair O’Neill asked for approval from the Board to group agenda items 11 through 41 for the intent to award contracts for the various bid packages for the athletic facilities project. There were no objections to grouping them together.

**Motion** by Bonnie Stefan, second by Becky Broughton, to approve agenda items 11 through 41 as presented.

**Discussion:** Trustee Marman asked about the signage on those facilities. He was unsure what was specified for the markings on gym floor. The lines for major events should be darker and he hopes they took this into consideration. Dr. Deas said the user group included the Athletic Director, the full-time faculty and some of the coaches, as well as the architects, who have extensive experience designing gyms.

Trustee Marman questioned the bid on the tennis courts and asked if it included 8 courts. Dr. Deas said the base bid was for 6 courts with an alternate bid for an additional 2. Unfortunately the base bid exceeds the budget. Trustee Marman has concerns about this. With this being a teaching facility he has stated all along that 8 courts is essential. He also has concerns there is to be no lighting. We are currently paying Monterey Country Club and the City of Palm Desert to use their courts.

Dr. Deas explained both the lighting and the additional 2 courts can still be added by using the contingency.

Trustee O'Neill said there have been many discussions about building to dollar amounts and not building the structure we really need.

**Motion** by Becky Broughton, second by Bonnie Stefan, to divide #20: Notice of Intent to Award Contract for Athletics Facilities Project – Tennis Courts.

**Discussion:** Trustee Marman commented that we are intending to rename that facility as a tennis center for the woman who named the existing gym.

**Vote**

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

Motion to divide carried unanimously.

**Vote**

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

Motion to approve items 11-19 and 21-41 carried unanimously.

11. Notice of Intent to Award Contract for Athletics Facilities Project – General Trade Package
12. Notice of Intent to Award Contract for Athletics Facilities Project – Final Clean
13. Notice of Intent to Award Contract for Athletics Facilities Project – Earthwork & Site Demolition
14. Notice of Intent to Award Contract for Athletics Facilities Project – Site Utilities
15. Notice of Intent to Award Contract for Athletics Facilities Project – Landscape, Irrigation & Site Furnishings
16. Notice of Intent to Award Contract for Athletics Facilities Project – Site Concrete & AC Paving
17. Notice of Intent to Award Contract for Athletics Facilities Project – Cast-in-Place Concrete & Reinforcing
18. Notice of Intent to Award Contract for Athletics Facilities Project – Precast Concrete Panels
19. Notice of Intent to Award Contract for Athletics Facilities Project – Structural Steel & Metal Deck
- ~~20. Notice of Intent to Award Contract for Athletics Facilities Project – Tennis Courts~~  
\*this item was divided
21. Notice of Intent to Award Contract for Athletics Facilities Project – Miscellaneous Metals
22. Notice of Intent to Award Contract for Athletics Facilities Project – Cabinets & Finish Carpentry
23. Notice of Intent to Award Contract for Athletics Facilities Project – Roofing
24. Notice of Intent to Award Contract for Athletics Facilities Project – Flash & Sheet Metal

25. Notice of Intent to Award Contract for Athletics Facilities Project – Doors, Frames, Hardware & Installation
26. Notice of Intent to Award Contract for Athletics Facilities Project – Coiling Doors
27. Notice of Intent to Award Contract for Athletics Facilities Project – Glass, Aluminum & Skylights
28. Notice of Intent to Award Contract for Athletics Facilities Project – Drywall, Framing & Insulation
29. Notice of Intent to Award Contract for Athletics Facilities Project – Tile
30. Notice of Intent to Award Contract for Athletics Facilities Project – Flooring
31. Notice of Intent to Award Contract for Athletics Facilities Project – Sprung Wood Flooring & Court Markings
32. Notice of Intent to Award Contract for Athletics Facilities Project – Polished Concrete Flooring
33. Notice of Intent to Award Contract for Athletics Facilities Project – Suspended Ceiling System
34. Notice of Intent to Award Contract for Athletics Facilities Project – Painting
35. Notice of Intent to Award Contract for Athletics Facilities Project – Specialties
36. Notice of Intent to Award Contract for Athletics Facilities Project – Signage
37. Notice of Intent to Award Contract for Athletics Facilities Project – Athletic Equipment
38. Notice of Intent to Award Contract for Athletics Facilities Project – Plumbing
39. Notice of Intent to Award Contract for Athletics Facilities Project – Fire Protection

40. Notice of Intent to Award Contract for Athletics Facilities Project – HVAC

41. Notice of Intent to Award Contract for Athletics Facilities Project – Electrical

***\*Item #20 was divided from the group:***

**\*20.** Notice of Intent to Award Contract for Athletics Facilities Project – Tennis Courts

**Motion** by Bonnie Stefan, second by Mary Jane Sanchez-Fulton, to refer item #20 “Notice of Intent to Award Contract for Athletics Facilities Project-Tennis Courts” back to Fiscal Affairs to be brought back in February to explore the possibility of bidding this part of the project for the full 8 tennis courts.

**Discussion:** Dr. Deas explained that we did not ask for 8 tennis courts when this went out to bid and the Board was made aware of this at both schematic design and design development. We asked for a bid price for 6 with an alternate price for the additional 2. We can go back and re-bid 8 but the bids could go up.

**Vote**

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

Motion carried unanimously.

42. Change Order #014-002 – Math Science Technology Center Project – Kincaid Industries, Inc.

**Motion** by Becky Broughton, second by Bonnie Stefan, to approve change Order 014-002 as presented.

**Discussion:** None.

**Vote**

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

Motion carried unanimously.

43. Change Order #1 – Central Plant Project – Interior Demolition, Inc.



**Motion** by Bonnie Stefan, second by Andrew Campbell, to approve change Order #1 as presented.

**Discussion:** None.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None

Absent: None

Abstain: None

Motion carried unanimously.

**F. ACADEMIC AFFAIRS**

1. Approval of Curriculum Modifications for Fall 2013

**Motion** by Becky Broughton, second by John Marman, to approve curriculum modifications as presented.

**Discussion:** Trustee Marman asked if these were vetted through the Curriculum Committee and Zerryl Becker, Academic Senate President, confirmed they were.

Trustee Sanchez-Fulton asked Ms. Becker to explain the process. Ms. Becker responded that curriculum is generated by the faculty. It goes through a process within their department, and then to the curriculum committee, which has representatives from all the faculty areas. The co-chairs of the Curriculum Committee are the Faculty Chair and the VP of Academic Affairs. There is also a curriculum specialist who is very knowledgeable about Title V regulations and requirements. It then goes to the senate for approval and to the board, and finally to the state for approvals. All curriculum is done in the fall for the following fall because it takes a full year to get it approved through the state. Trustee Marman said many of the listed changes are minor changes in the course description and some are changed to meet state standards or program changes. Ms. Becker said every course must be reviewed by faculty every six years and every CTE course is reviewed every two years. Some of the modifications list a CID. This is a course numbering system being imposed on us by the state.

Ms. Becker said in the back of the document there are 2 different kinds of programs coming through. The AA-T and AS-T are the TMC degrees and are prescribed by the state and we have to follow them. The CTE programs have an additional step and have to go to the regional consortium.

**Vote**

Yes: Andrew Campbell, Becky Broughton, John Marman, Michael O’Neill, Mary Jane Sanchez-Fulton, Bonnie Stefan

No: None  
Absent: None  
Abstain: None

Motion carried unanimously.

## 2. Approval of the 2012-13 College of the Desert Catalog Addendum 2

**Motion** by Andrew Campbell, second by Becky Broughton, to approve the catalog addendum 2 as presented.

**Discussion** Trustee Marman commented the board had previously asked to see the catalog before it was printed. That happened and the board had some input. Now it is a matter of fine-tuning it. The catalog is something that the student should refer to often.

### **Vote**

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

Motion carried unanimously.

## 3. Approval of Articulation Agreement

**Motion** by Becky Broughton, second by Andrew Campbell, to approve the articulation agreement as presented.

**Discussion:** Trustee Broughton asked for some background on how we got involved with this. Dr. Kinnamon reported that it was generated from the School of Applied Sciences and Business and is tied to our existing automotive school.

Trustee Stefan assumes that Imperial Valley does not have this program and that is correct. Dr. Kinnamon said that any time we are in another district's service area we are required to get their approval.

### **Vote**

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

Motion carried unanimously.

#### **XIV. ITEMS OF INFORMATION**

1. Administrative Procedure #3570 Smoking on Campus

#### **XV. SUGGESTIONS FOR FUTURE AGENDAS**

Trustee Marman had nothing except for the items from the last couple of meetings.

Trustee Stefan would like to know if we were applying for the HEA grant as it is due January 31, as well as the HSI grant. Dr. Kinnamon said we have moved forward with the HSI grant.

She also requested an update on the carbon monoxide detectors.

Student Trustee Campbell asked that the Emeritus Status procedure be brought back for the board's input.

Trustee Sanchez-Fulton would like to have a presentation on the Annual Security Report and what procedures we have in place for the security of faculty/staff/students and any new things to be installed on campus.

She would also like a report on our seismic valley-wide response hardware installed on our campus.

Trustee Broughton commented on the audit reports. These reports referenced policies and procedures. It needs to be clear if these are policies the board needs to approve and make sure they are in place.

Trustee O'Neill asked for the requests from previous meetings be followed up on.

#### **XVI. BOARD COMMENTS**

Student Trustee Campbell thanked the Foundation for their donation of \$100,000 for additional class sections.

Trustee Sanchez-Fulton thanked those on campus that have helped her.

Trustee Broughton welcomed new trustee Mary Jane Sanchez-Fulton and wished everyone a happy holiday.

Trustee Marman welcomed the new trustee and commented that you hear and read things about the college but then have a different impression once you are on campus. There are some amazing things happening on this campus.

Trustee Stefan welcomed the new trustee and wished everyone a happy, safe holiday.

Trustee O'Neill welcomed the new trustee and thanked Dr. Stefan for the \$1M candy bar. He said he was going to make comments about our transparency but will save it until we have an audience. Today demonstrated we can operate as an open and transparent institution and do what we are supposed to do. The audits prove we are doing things successfully. We know there are some student success issues and should be one of the goals and objectives we address.

**XVII. CLOSED SESSION** (Continuation if needed)

No reportable action taken in closed session.

**XVIII. ADJOURN**

Motion to adjourn at 3:35.

---

By: John Marman, Clerk

# DESERT COMMUNITY COLLEGE DISTRICT

## RESOLUTION #121412-3 FOR AMENDMENT TO UPDATING CC-CS SIPE JPA AGREEMENT

WHEREAS, the District has been a member of Community Colleges-County Superintendent Self-Insurance Program for Employees (CC-CS SIPE) since 1978; and

WHEREAS, the District remains a member of Authority because there are outstanding assets and liability for the self-insured workers' compensation program from 1978 through June 30, 1995; and

WHEREAS, the Authority has not updated their governing documents to delete obsolete references and update language to allow the Authority to keep its assets and liability until the members declare a return of net assets based on actuarial analysis while meeting their capital target.

NOW, THEREFORE, BE IT RESOLVED that the JPA Agreement for CC-CS SIPE can be executed as presented by an authorized signer for the District.


PASSED AND ADOPTED this 14<sup>th</sup> day in December, 2012.

AYES: 5

NOES: 0

ABSENT: 0

ABSTAIN: 0

  
Secretary, Board of Trustees or Authorized Agent of the Board

**DESERT COMMUNITY COLLEGE DISTRICT**

**COLLEGE OF THE DESERT**

**RESOLUTION #121412-2**

**A Resolution of the Desert Community College District Board of Trustees Certifying Initial Study/Mitigated Negative Declaration No, 2012-1 for and Approving the Palm Desert Campus PV Shade Structures**

WHEREAS, the Board of Trustees has considered the planned development of the solar photovoltaic parking lot shade structures proposed for development on the Palm Desert campus; and

WHEREAS, notice of public hearing of the Board of Trustees to consider the PV shade structure facilities plans and their relationship to the Palm Desert campus and the surrounding area was given in accordance with applicable law; and

WHEREAS, on December 14, 2012, a public hearing was held in accordance with applicable laws where the Board considered the PV shade structures; and

WHEREAS, the proposed project is considered a "Project" pursuant to the provisions of the California Environmental Quality Act ("CEQA"), and an Initial Study/Mitigated Negative Declaration has been prepared for this project in accordance with CEQA; and

WHEREAS, the Board has carefully reviewed and considered all of the evidence presented in connection with the project, including but not limited to the staff report, exhibits, environmental documents and all written and oral testimony presented.

THE BOARD OF TRUSTEES HEREBY FINDS AS FOLLOWS:

Section 1: An Initial Study/Mitigated Negative Declaration (IS/MND) has been completed in compliance with CEQA, the State CEQA Guidelines, and the District's CEQA Guidelines. The Board found that with the incorporation of proposed mitigation measures, potentially significant environmental impacts resulting from this project will be reduced to a level of insignificance. The Board independently reviewed and considered the information contained in the IS/MND prior to its review of this Project and the EIR reflects the Board's independent judgment and analysis.

Section 2: The Board makes the following findings:

- a. The proposed PV shade structure project is consistent and in conformity with the District's plans and policies specifically relating to the

development of main campus facilities and the subject solar PV shade structures,

- b. The subject property is suitable for the planned uses, in terms of access, size of parcel, relationship to similar or complementary uses, and other relevant considerations, including the surrounding land uses and public streets, and applicable policies of the Palm Desert General Plan,
- c. The proposed PV shade structure project is necessary and proper, and is not likely to be detrimental to adjacent property or residents.

NOW, THEREFORE, BE IT RESOLVED that, based upon the foregoing, the Board of Trustees hereby Adopts the Initial Study/Mitigated Negative Declaration No. 2012-01 and approves the PV shade structure project, subject to the mitigation measures set forth in the Initial Study/Mitigated Negative Declaration and the attached exhibits.

ADOPTED this 14<sup>th</sup> day of December, 2012.

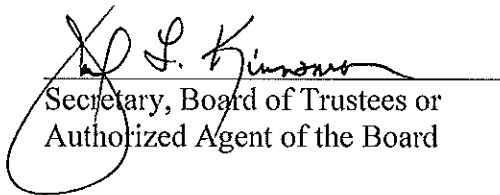
AYES: 5

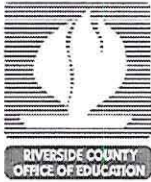
NOES: 0

ABSENT: 0

ABSTAIN: 0

ATTEST: DESERT COMMUNITY COLLEGE DISTRICT

  
Secretary, Board of Trustees or  
Authorized Agent of the Board



Division of Administration and Business Services  
District Fiscal Services

**County Use Only:**

Date Received: \_\_\_\_\_  
Approved By: \_\_\_\_\_

# Certification of Signatures

District: Desert Community College District

Date of Meeting: December 14, 2012

Please Check:  Newly Elected Governing Board  Addition in Column(s)  Select  Replacement in Column(s)  I

Column I	Column II	Column III
Signatures of Members of the Governing Board	Signatures of Personnel Authorized to Sign Warrant Orders and Orders for Salary Payments*	Signatures of Personnel Authorized to Sign Notices of Employment
 President of the Board	 Joel L. Kinnamon, Superintendent/President	 Joel L. Kinnamon, Superintendent/President
 Clerk or Vice President of the Board	 Edwin Deas, Vice President, Business Affairs	 Edwin Deas, Vice President, Business Affairs
 Member of the Board	 Wade W. Ellis, Director, Fiscal Services	 Wade W. Ellis, Director, Fiscal Services
 Member of the Board		 Stan Dupree, Interim Exe. Dir. Human Resources
 Member of the Board		

\*If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.

Number of signatures district requires for:  Orders of Salary Payments : 1  "B" Warrant Orders: 1

I, John Marman, Clerk/Secretary of the Board of Trustees certify that the signatures shown below in Column I are the verified signatures of the members of the governing board; verified signatures of personnel authorized to sign orders drawn on the funds of the school district appear in Column II, and verified signatures of personnel authorized to sign Notices of Employment appear in Column III. No person other than an officer or employee of the district can be authorized to sign orders. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633, 44843, 85232, and 85233. If those authorized to sign orders as shown in Column II are unable to do so, the law requires the signatures of the majority of the governing board. Attached is the board agenda authorizing the following signatures.

Signature:



December 14, 2012  
Governing Board Report  
from  
Michael O'Neill  
Trustee

Let me again thank all of the various groups, clubs, staff and faculty organizations for the invitations to your meetings and events. Unfortunately, it is impossible for me to attend all of them. Please continue to invite the Board of Trustees and I will continue to attend as many as possible.

Since the November Board Meeting I have participated in the following:

Meeting with Dr. Anderson, Superintendent of the Palm Springs Unified School District, Board Members Justin Blake and Gary Jeandron, Dr. Kinnamon and Trustee Hayden to discuss various topics related to providing programs and services for students. It was determined that we would examine those working partnerships currently in place and then build forward from that point. Regular meetings of this group will continue.

Celebration of a life for former COD Trustee Mr. Ray House. Ray was an educational leader in the Valley for many years and I was fortunate to know him and work with him when he was a COD Trustee.

Central Campus Redevelopment Committee met twice this month and will continue to meet every two weeks until the final plans are ready for submission. This is an exciting and fast track project that will totally renew the central core of the campus.

I participated in the BOT Agenda meeting as well as numerous meetings with Dr. Kinnamon.

I attended the luncheon honoring Trustee Chuck Hayden for his twenty-nine years of service to DCCD College of the Desert. Trustees and civic leaders from Riverside County attended, as well as COD staff. Thank you Chuck for your many years of service.

As the Board's representative I attended the Citizens Bond Oversight Committee meeting. Committee members were taken on a tour of the campus. Current and future projects were discussed. A tour of the Math Science Technology Center was provided. The Committee reviewed the Bond Audit Report and asked excellent questions of the auditor who presented the report. The Committee commended the District for having a perfect audit and for the fiscal controls and checks and balances that are in place with regard to the Bond Program.

I also attended the Basic Peace Officers Award Training Ceremony. This is always a very rewarding experience. Seeing these young women and men as they complete the process to serve their local community and to protect their community is very moving.

That completes my report.

Michael O'Neill

## John Marman Report

Attended several meeting:

- Alumni Association Board
- Foundation Board





College events and meetings....2 meetings with College President...Attended Vet, Wounded Warrior and COD Art Gallery functions....Participated in Rotary Choices Program At PDHS. Was Santa at Lincoln School and will speak at Professor Emeritus Joyce Wade Maltias' funeral this Sat.

## Faculty Association Report – December 2012

Greetings! This month's report is very brief as there is not much new. However, the faculty association would like to say, "Thank you" to the board for your leadership and support this past year. And, as you know, negotiations are coming up. We look forward to pioneering a new and productive negotiating strategy that will prove beneficial to the college and the faculty.

College of the Desert is a great institution. We have had some "challenges" this past year. (I know that's putting it a bit mildly.) But working together, we will rise above them and continue to do what we do so well – serve the students. I wish you all a joyous and peaceful holiday.

Gary Bergstrom - President

-  **Board of Trustees** – On behalf of the classified staff, I welcome and congratulate Trustee Mary Jane Sanchez. Thank you Assembly Member Manuel Perez for swearing her in this morning. Our congratulations also go to Dr. Bonnie Stefan for her re-election. Dr. Stefan, thank you for your excellent leadership in serving the district as the chairperson of the Board this last year. Congratulations also are in order for the new chairperson Michael O’Neill as he also begins his new term as trustee. We hope that each of you along with Trustee Broughton and Trustee Marman will enjoy a blessed holiday season. Also, in this coming year, we hope that the two on two meetings with the Board and the president can be scheduled soon as we continue to work together for the good of our college.
-  **FCMAT Report on FTES** – We would like to thank Dr. Kinnamon for immediately sending an email to the staff briefly outlining the content of the FCMAT report as well as a link to the report itself as soon as he himself received it. Since then, we have read and heard the media as they interpreted the report and its implications. We have heard the comments from community members and from students; we have received the telephone calls. We have among ourselves tried to understand what has happened so that we can attempt to explain to our family members and friends what this means to our students, to our college and to our livelihoods. The staff has eagerly anticipated further communications regarding this issue and hopes to get clarification from the administrative and board reports and comments.
-  **Update on ULP** – As you know from my previous reports, CSEA has filed with PERB for the reduction of one full time position with benefits to two part time positions without benefits in the Financial Aid Office without negotiation. PERB set a deadline of November 5<sup>th</sup> for a response from the district and the district lawyer has requested two extensions which our labor relations representative Beth Caskie in consultation with me has approved. Our hope continued to be that the district would be amenable to settle the issues raised without further incurring legal costs. The last extension expired December 10<sup>th</sup> and the lawyer filed a response for the district at the close of business. Before filing we have repeatedly approached the district in hopes of resolving the issues. During the period of the extensions we continued discussions and had even scheduled a negotiations meeting for December 11<sup>th</sup> hoping that settlement could have been reached. With the filing of the response, we now await for the PERB Board agent to investigate the charges and issue a complaint. After our review of the district response CSEA is confident that a complaint will be issued for the charges filed. Because we have a positive longstanding relationship with the Board and the District regarding the issue of mandatory subjects of bargaining CSEA continues to be open to settling this issue before a complaint is formally issued by PERB.
-  **CSEA 407 Holiday Celebration** – The classified staff hopes that Dr. Kinnamon and our trustees will join CSEA chapter members in our holiday celebration in the Hilb today from 11:30 am to 1:00 pm if time permits you to do so. Jesus Madrid has organized a great event and with a menu including carne asada and tasty tamales to be served from 11:30 am to 12:30 pm. If only for a few minutes, we that classified staff would greatly appreciate to hear in person from our president and from our Board of Trustees in light of the news events of recent days.

*Lauro Jiménez*

President, CSEA Chapter 407

Desert Community College District  
Board of Trustees Meeting  
December 14, 2012  
CODAA Report

The Adjunct Association would like to congratulate Mary Jane Sanchez-Fulton on her election to the Board of Trustees and welcome her to the college community. We wish her well and look forward to her participation on the Board.

Once again we will be entering into contract negotiations over many of the same issues that have been unresolved in past years. Once again, we will be seeking fairness and parity, issues which in our opinion should be easily resolved, yet remain elusive.

Thanks to the generous support of the Alumni Association, we will again be honoring adjunct faculty with service anniversary milestones at an event on the Friday evening of Flex. Please save the date January 25; an invitation will be arriving early next month. We hope that the Board will attend, as in past years, and show your support of the adjunct faculty.



COLLEGE  
*of the* DESERT

# Capital Projects Report

*to the*

## Board of Trustees

December 14, 2012

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## Project Status Reports - Projects in Initial Start-Up, Programming & Design

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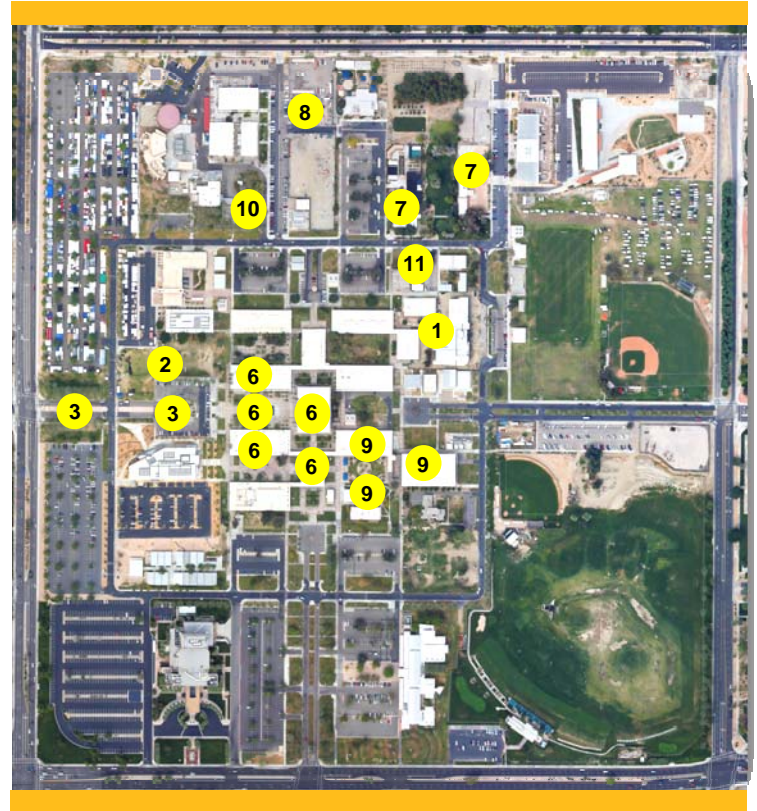


## Current Construction Projects

- 1 Math Science Technology Center
- 2 Communication Building
- 3 Monterey Entrance
- 4 Indio Education Center (Not Shown)

## Projects in Programming & Design

- 5 West Valley Campus - Palm Springs (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

# MATH SCIENCE TECHNOLOGY CENTER

## PROJECT STATUS REPORT

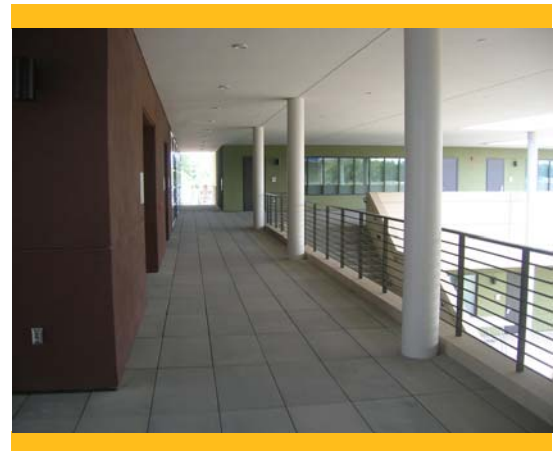
### Fast Financial Facts

- **Total Project Cost . . . . . \$23,800,000**
- **Construction Budget . . . . . \$16,660,000.00**
- **Expenditures To Date. . . . . \$21,796,303.00**
- **Projected Change Order Percent. . . . . 0%**
- **Percent Complete of Project Cost. . . . . 92%**
- **Percent Complete of Construction. . . . . 99%**



### Project Update

- All door closers repaired/adjusted to accommodate 5 lbs of pressure
- UPS Room air conditioning upgrade complete and ready for testing.
- Caulking complete on roof metal areas.
- Lab equipment received, extinguishers, fire blankets spill kits, etc.
- New plants installed as part of maintenance of landscape.
- Gates being refabricated.



## 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

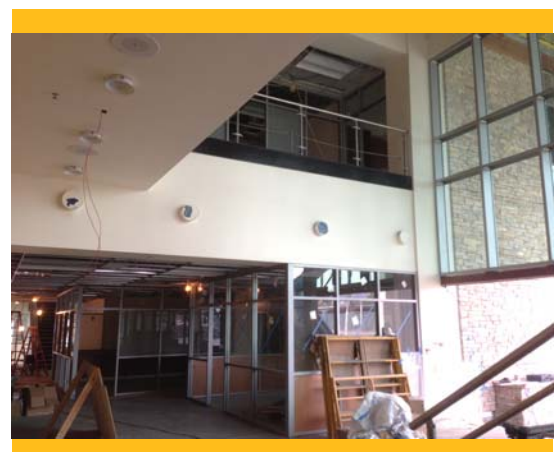
### Sustainable Features

- 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. . . . . \$13,471,613.00**
- **Projected Change Order Percent. . . . . 0%**
- **Percent Complete of Project Cost. . . . . 54%**
- **Percent Complete of Construction. . . . . 86%**



### Project Update

- Stone veneer installation continues on exterior.
- Glazing installation complete.
- Cabinet installation ongoing.
- Above-ceiling at second floor complete and signed off.
- Permanent power initiated November 14<sup>th</sup>.
- Bathroom tile complete; toilet partitions installed.
- Project is under budget.

**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 . . . . . \$25,100,000**
- **Construction Budget . . . . . \$17,570,000.00**
- **Expenditures To Date. . . . . \$13,471,613.00**
- **Projected Change Order Percent. . . . . 0%**
- **Percent Complete of Project Cost. . . . . 54%**
- **Percent Complete of Construction. . . . . 86%**

**Project Update**

- **Verified location of sculpture.**
- **Concrete wall formed next to the Communication Building.**
- **Flag pole survey verified that it 8” out of plumb, contractor to reinstall between semesters – ongoing**
- **Landscape being installed on north side of entrance.**
- **Amphitheater footings being dug.**
- **Concrete benches being formed on east side.**
- **Additional concrete fire lane being poured.**





## 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 STATUS REPORT

### Fast Financial Facts

- **Total Project Cost** .....\$20,000,000
- **Construction Budget** .....\$16,068,813.00
- **Expenditures To Date** .....\$ 2,438,119.00
- **Projected Change Order Percent** .....0%
- **Percent Complete of Project Cost** .....12%
- **Percent Complete of Construction** ..... 1.5%

### Project Update

- Over-excavation & re-compaction of building pad and parking lot complete; building pad grade certified.
- City of Indio removed water pipe from property.
- Phase 2 is currently out to bid for remaining 13 bid packages.
- Project meetings ongoing at site
- Under slab plumbing commenced.



*Projects In Design . . .*

# PROJECT STATUS REPORTS

## 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 is at DSA for review
- DWA is looking for a larger line due to two wells tying in together- pending
- Riverside Flood control is looking for an additional 30' easement - pending
- Submitted drawings to DSA November 19'
- DSA bin time less than 6 weeks; review time could be as early as 6 weeks.
- Budget needs to be increased for Culinary Arts soft and hard cost.

## 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

- ADA architect coordinating inclusion of the POT into the Applied Sciences project.
- New signage standards applied to the project.
- Revised HVAC Program revisions included in the project documents.
- Final VE proposals scheduled for review by the District.
- Construction documents scheduled for District review on 12-7-12.
- Lath house and green house dimensions to be as originally sized.
- DSA Intake tentatively scheduled for 12-17-12.

## 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

- Revisions to drawings from DSA comments scheduled to be submitted second week of December
- Revised proposal received from FFE consultant and in review

## PROJECT STATUS REPORT

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



### Fast Facts

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

### Sustainable Features

- Will be minimum LEED Silver certified

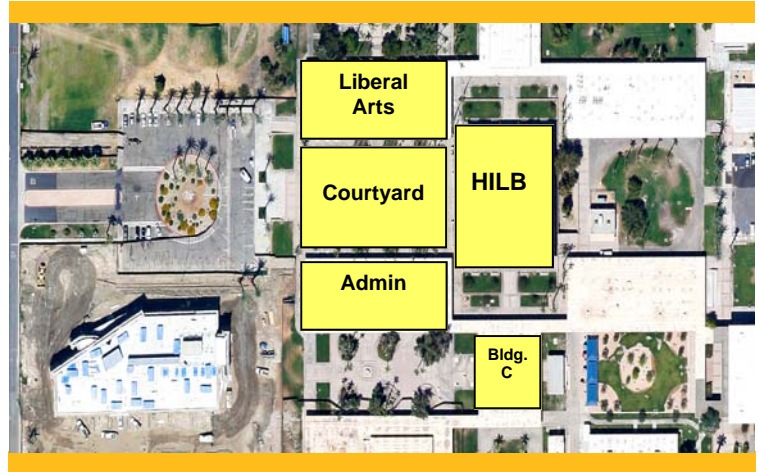
### Project Update

- Salvage contractor continues; progress complicated by shut off conflicts existing utilities.
- Demolition of old Bookstore continues. Fiscal Services/HR building demolition re-scheduled for Dec 15 due to delay in relocation of HR to South Annex.
- Project site fencing schedule pending relocation of HR department.

# 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** ..... Spring 2016

### Sustainable Features

- Will be minimum LEED Silver certified

### Project Update

- Project Management software input of project data reviewed
- Final Program Verification Meeting and sign-off held with users
- Schematic Design underway.



# 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 ..... Winter 2012
- Targeted Completion ..... Winter 2013

## Sustainable Features

- Will be minimum LEED Silver certified

## Project Update

- Project rebid advertised; job walk scheduled.
- Received and reviewed Addendum documents.
- Received updated bid schedule from CM.

**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



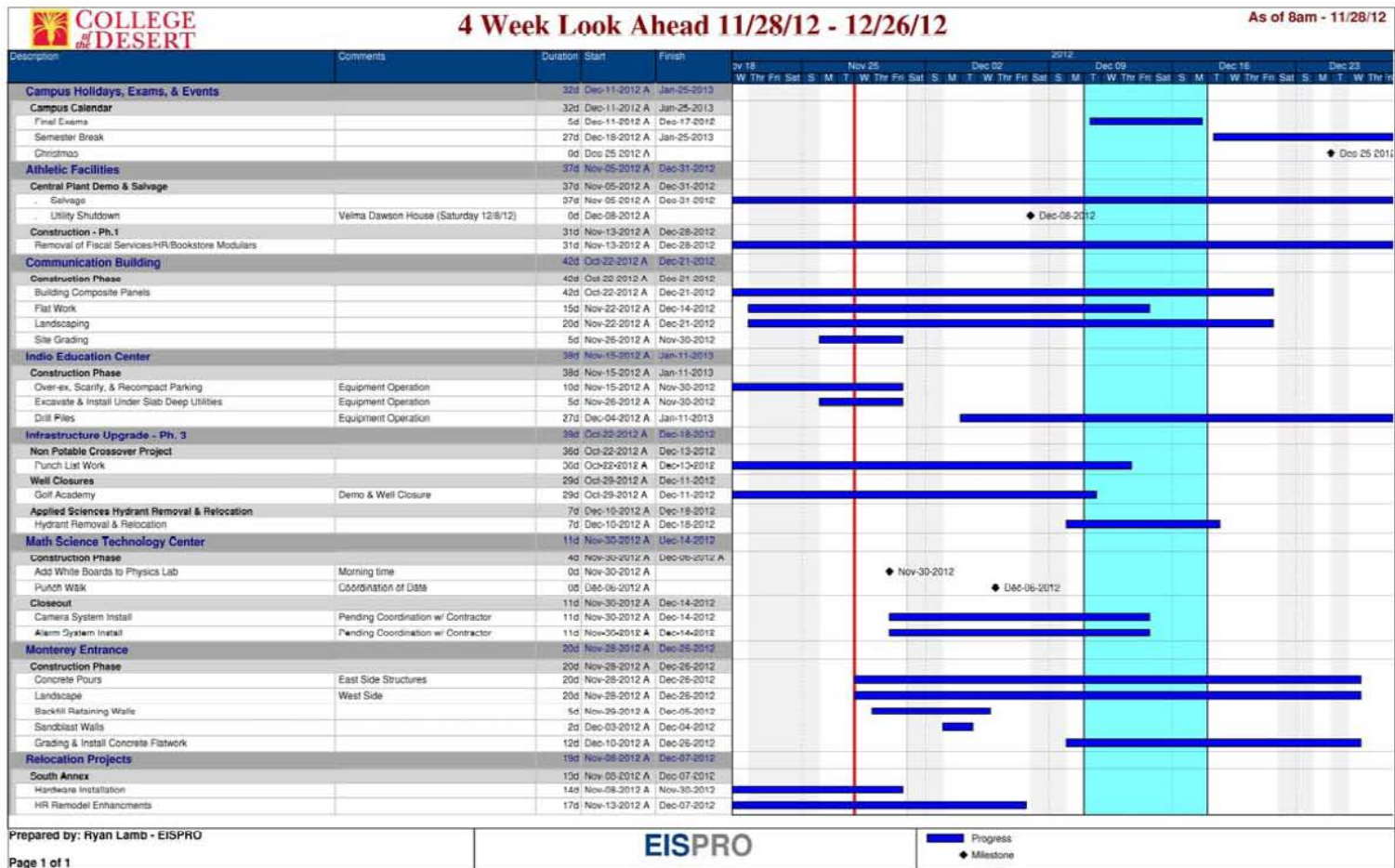
**Fast Facts**

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

**Project Update**

- Architect completed documents/final coordination with Modular mfr.
- Page turner review complete
- At DSA for review.

# 4 WEEK LOOK AHEAD



Prepared by: Ryan Lamb - EISPRO

EISPRO

Progress  
Milestone

Page 1 of 1

*Financial Review . . .*

# PROJECT ALLOCATION BUDGET

## PROJECT ALLOCATION BUDGET

<u>COMPLETED PROJECTS</u>	<u>Budget</u>	<u>Expense</u>	<u>Balance</u>
	<u>Bond + Other</u>	<u>Bond + Other</u>	
Ag Science Project	\$105,804	\$105,804	\$0.00
Alumni Centre	\$2,714,816	\$2,714,816	\$0.00
Aquatics Swimming Pool Demolition	\$310,103	\$310,103	\$0.00
Barker Nursing Complex	\$10,973,913	\$10,973,913	\$0.00
Burn Tower	\$2,875,267	\$2,875,267	\$0.00
Campus Standards & Design	\$615,343	\$615,343	\$0.00
Carol Meier Lecture Hall Roof Repair	\$317,728	\$317,728	\$0.00
Central Annex Village	\$2,308,330	\$2,308,330	\$0.00
Central Plant	\$13,127,485	\$13,127,485	\$0.00
Contractor Lay Down Area	\$724,890	\$724,890	\$0.00
Culinary Kitchen	\$410,529	\$410,529	\$0.00
Date Palm Removal	\$311,447	\$311,447	\$0.00
Desert Hot Springs	\$1,140	\$1,140	\$0.00
Diesel Mechanics Flooring	\$14,154	\$14,154	\$0.00
Facilities Yard Improvement	\$416,825	\$416,825	\$0.00
Monterey Wall & Landscaping	\$1,544,946	\$1,544,946	\$0.00
Pavement Removal North Alumni Road	\$28,721	\$28,721	\$0.00
Ph I - Infrastructure Upgrade	\$14,512,593	\$14,512,593	\$0.00
Ph II - Infrastructure Upgrade	\$11,727,628	\$11,727,628	\$0.00
Public Safety Academy	\$14,917,722	\$14,917,722	\$0.00
Safety/Security Improvements CDC & AR	\$256,377	\$256,377	\$0.00
Scene Shop	\$75,654	\$75,654	\$0.00
Science Labs	\$223,624	\$223,624	\$0.00
Sidewalk Repairs	\$38,846	\$38,846	\$0.00
South Annex Ph I	\$273,569	\$273,569	\$0.00
South Annex Ph II	\$1,027,825	\$1,027,825	\$0.00
South Annex Ph III - DSPS Modulares	\$646,294	\$646,294	\$0.00
South Parking Lot	\$1,004,767	\$1,004,767	\$0.00
So./No. Annex Ph I Classroom Modulares	\$1,920,155	\$1,920,155	\$0.00
Storm Drain Outlet Structure	\$1,563,111	\$1,563,111	\$0.00
Telephone Systems/VOIP Upgrade Ph I	\$964,487	\$964,487	\$0.00
Temporary Access Road	\$87,252	\$87,252	\$0.00
Temporary Dining Facility	\$752,840	\$752,840	\$0.00
Velma Dawson House Lot	\$27,500	\$27,500	\$0.00
Visual Arts Kiln Building	\$179,079	\$179,079	\$0.00
Western Parking Lot	\$2,564,965	\$2,564,965	\$0.00
Western Parking Lot Landscaping	\$266,422	\$266,422	\$0.00
Wireless Access Project	\$322,555	\$322,555	\$0.00
<b>EXPENDED TOTAL</b>	<b>\$90,154,705</b>	<b>\$90,154,705</b>	<b>\$0.00</b>

Note: All Balances Moved To Contingency

## PROJECT ALLOCATION BUDGET

<u>CURRENT PROJECTS</u>	<u>Budget</u> <u>Bond + Other</u>	<u>Expense</u> <u>Bond + Other</u>	<u>Balance</u>
Applied Sciences	\$12,000,000	\$1,243,213	\$10,756,787
(2) Athletic Facilities	\$21,410,000	\$4,659,228	\$16,750,772
(1) Business Building Renovation	\$4,598,036	\$4,598,036	\$0
Campus Electronic Sign	\$300,000	\$0	\$300,000
Campus Energy Monitoring	\$295,801	\$288,303	\$7,498
Campus IT Infrastructure	\$3,000,000	\$2,203,916	\$796,084
Central Campus Redevelopment	\$37,550,000	\$442,786	\$37,107,214
Central Plant MBCx	\$3,144,495	\$2,784,761	\$359,734
Child Development Center	\$5,620,000	\$359,105	\$5,260,895
Communication Building	\$25,100,000	\$13,471,613	\$11,628,387
(1) Cravens Student Services Center	\$22,973,961	\$22,952,986	\$20,975
Demo Central Annex / Cooling Tower	\$1,500,000	\$253,978	\$1,246,022
(1) Dining Facility Renovation	\$5,399,910	\$5,399,910	\$0
(3) Imaging	\$400,000	\$10,000	\$390,000
Indio Education Center	\$20,000,000	\$2,438,119	\$17,561,881
Infrastructure Upgrade - Ph III	\$11,562,136	\$11,192,239	\$369,898
Math Science Technology Center	\$23,800,000	\$21,796,303	\$2,003,697
Mecca-Thermal Interim Modulars	\$10,000,000	\$9,909,429	\$90,571
(4) Mecca-Thermal Septic Sewer System	\$500,000	\$287,324	\$212,676
Monterey Entrance	\$5,300,000	\$2,644,905	\$2,655,095
(1) Nursing Building Renovation	\$3,538,287	\$3,537,467	\$820
(1) PSA Parking & Mag. Falls Entrance	\$949,794	\$949,794	\$0
RDA Small Maintenance Projects	\$640,430	\$379,092	\$261,338
Relocations Project	\$1,500,000	\$270,985	\$1,229,015
Security Cameras & Emergency Phones	\$1,000,000	\$132,450	\$867,550
Site Remediation	\$1,000,000	\$189,556	\$810,444
Soils Contingency	\$1,825,000	\$0	\$1,825,000
(5) Stagecraft Shop	\$1,900,000	\$144,640	\$1,755,360
Visual Arts Building	\$8,175,000	\$700,440	\$7,474,560
Wayfinding	\$500,000	\$38,279	\$461,721
(6) West Valley Palm Springs	\$43,000,000	\$4,609,654	\$38,390,346
<b>SUB TOTAL</b>	<b>\$278,482,850</b>	<b>\$117,888,510</b>	<b>\$160,594,340</b>

- (1) Projects pending financial closeout.
- (2) Athletics Facilities sub projects added to parent project
- (3) Funding authorized by Cabinet: \$400k
- (4) Additional funds authorized by Cabinet: \$200K
- (5) Gift from Foundation: \$400k
- (6) RDA funds to Augment Culinary Program at WVC

## PROJECT ALLOCATION BUDGET

<u>FUTURE PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expense</u> Bond + Other	<u>Balance</u>
Demo South Annex / Install Parking Lot	\$650,000	\$0	\$650,000
East Valley Mecca/Thermal Campus	\$29,700,000	\$0	\$29,700,000
West Valley Desert Hot Springs Ph II	\$1,800,000	\$0	\$1,800,000
<b>SUB TOTAL</b>	<b>\$32,150,000</b>	<b>\$0</b>	<b>\$32,150,000</b>

<u>SUMMARY OF PROJECTS</u>	<u>Budget</u> Bond + Other	<u>Expense</u> Bond + Other	<u>Balance</u>
Completed Projects	\$90,154,705	\$90,154,705	\$0
Current Projects	\$278,482,850	\$117,888,510	\$160,594,340
Future Projects	\$32,150,000	\$0	\$32,150,000
Centrally Contracted Management Fees	\$20,949,879	\$19,728,020	\$1,221,859
Contingency	\$5,084,383	\$0	\$5,084,383
<b>TOTAL</b>	<b>\$426,821,817</b>	<b>\$227,771,235</b>	<b>\$199,050,582</b>

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

<u>FUNDING SOURCE</u>	<u>Totals</u>		
Bond Series "A"	\$65,000,000		
Bond Series "B"	\$57,850,000		
Bond Series "C"	\$223,648,444		
State	\$3,144,000		
RDA	\$38,121,267		
Interest	\$30,000,000		
Refunding	\$7,500,000		
Foundation	\$400,000		
Rebates	\$1,158,106		
<b>TOTAL</b>	<b>\$426,821,817</b>		

*Upcoming Events . . .*

**NO EVENTS CURRENTLY SCHEDULED**



COD Board of Trustee  
Alumni Association Report  
December 11, 2012

The Street Fair operated three days Thanksgiving weekend. The three day gross for Friday, Saturday, and Sunday was \$60,870.

The Annual Alumni Donut Social will be held on Wednesday, December 12 from 9:30 – 11:00 at the Donald & Peggy Craven's Student Center Conference room.

The students in the Alumni Pathways Scholarship Club have planned a Winter Social on December 17. They have also planned a Palm Springs Aerial Tram picnic at the top of the mountain on March 21. They have scheduled campus tours of USC and UCLA on January 25.

The Alumni Association made the following donations:

\$2,500 towards the upcoming Nurses Pinning Ceremony

\$2,500 towards the upcoming Public Safety Academy Ceremony

The Alumni will be the sponsor of COD Employee Recognition Awards Ceremony in January, 2013.

## **Academic Senate President**

### **Report to the Board of Trustees**

**December 14, 2012**

#### **Foundation donation to Spring 2013**

A very large thank you to the Foundation for their generous donation of \$100,000 to sponsor additional classes for Spring 2013.

#### **College Hour**

Fall 2012 was the first semester in which COD scheduled a College Hour.

At the last Senate meeting faculty agreed that it has been successful and should be continued, with some modifications that will be analyzed next spring.

College Hour is not currently mandatory – classes can be scheduled although Department Chairs and Deans are asked to keep the classes to a minimum. Faculty generally agree that it should remain voluntary with a recommendation that no faculty – including adjunct - should be required to teach during College Hour; that there should be no penalty for refusing a College Hour instructional assignment; that an alternate assignment should be offered.

#### **C-ID and TMC degrees**

The state has issued some very tight deadlines and restrictions for TMC degrees and C-ID course approval; TMC degrees submitted to the state for approval after January, 2013 must have pending or approved C-ID status for each course; TMC degrees already approved must be updated by June, 2013 with official C-ID status on all courses; TMC degrees not meeting these requirements will be deleted.

Although we were originally leaders in the state on development of TMC degrees, we have fallen behind and Curriculum and Articulation will need to work quickly next spring to meet these requirements.

Communication between community colleges and the CSU system remains confusing and indecisive on these degrees. Last spring CSUSB informed our Business faculty that they would absolutely not accept the TMC business degree so it was pulled from the Curriculum agenda; this fall we discovered that CSUSB was NOT accepting any business transfer students who did NOT have a TMC degree.

Discussions between CSUSB and COD are in progress and we are confident that at least a temporary solution will be found; the Senate and Curriculum also scrambled to approve the TMC Business degree to avoid further penalty to our students.

I want to personally thank Douglas Redman, Jojie Magbuhat, and the Curriculum committee members for bending all of our local curriculum deadlines and rules and discussing/voting through e-mail to make this happen for our students.

#### **Meet The Faculty**

The four Meet the Faculty scheduled for Fall 2012 concluded with a Holiday Cookies event on December 4. Although this was not the largest of the four events, it was perhaps the most successful advising experience for both students and faculty. Registration was in progress; students were working on schedules and seemed to really appreciate faculty perspective on which course to take first and what combination of courses would provide the most rounded and manageable semester.

My thanks to Carlos Maldonado and ASCOD for their enormous assistance in making Meet the Faculty events happen; thanks also to Sally Rodriguez in Admissions and Records for sending e-mail reminders to all enrolled students; to Kelly Hall for marketing, posters, pictures, and gift certificates for the raffle; and thanks to all the faculty and students who participated.

Meet the Faculty will continue next spring with Diane Taras as Chair. She has some great ideas and we look forward to another successful semester.

### **Planning Council and Program Review Updates**

The Academic Senate remains critical of the Planning Council and the Planning Process at COD; they recommended last year a smaller, more effective committee and would like to see that recommendation given more consideration.

Current Planning Council members prefer the larger group and voted to continue with the same Handbook, Membership and Process.

As a compromise, the Senate Executive Committee is taking a more active role in determining the membership of the CPC sub-committees and the Assessment, Planning, and Outcomes sub-committee has accepted the challenge of rewriting the planning process to include the Senate.

There was considerable confusion over due dates for the Program Review Updates ( PRUs); they are usually due in October but since Planning Council was not meeting at that time the Senate suggested that faculty concentrate on Assessments and Outcomes and postpone the PRU until early spring semester. Planning Council then met in November and decided that PRU's should be complete by December 7th, reviewed within schools before the end of the semester and used by the Deans as input to strategic planning on January 18. Some faculty had already completed the documentation; others were absolutely unable to drop all other commitments and complete the PRU within two weeks; some schools were unable to meet and discuss on such short notice.

There is also serious concern from faculty that the PRU process is not transparent; discussion occurs among department faculty, then moves to the Deans, then to cabinet and finally back to the Planning Council. The Senate is never involved in that process; the new Senate Outcomes and Assessment Committee is never involved in that process; perception is that strategic planning occurs in a "black hole".

The challenge for Spring 2013 is a planning process that resolves these issues.

### **FTES**

The Academic Senate thanks Dr. Kinnamon for announcing the FTES report in person at the last Senate meeting and for following up with a more detailed e-mail to all; we appreciate that his announcement that he would try to keep the ramifications as far as possible from the classroom.

Thank you,

Zerryl Becker, Academic Senate President

# College of the Desert

## General Fund

First Quarter Ended September 30, 2012

## Financial Update

- A – Total budgeted expenditures for 2011-2012 year was \$38,136,323
- B – Total Actual Expenditures for 2011-2012 year was \$36,579,534
- C – The District held back spending by \$1,556,789 for 2011-2012 year
- D – The current 2012-2013 year budget for expenditures is \$35,784,075
- E – Estimated expenditures at 9-30-12 are \$8,162,959 (which is 23% of expenditure budget) – the District held to the budget as approved
- F – The District has \$27,621,116 of approved budget for 2012-13 year to spend.
- G – Built into the 2012-2013 budget was a reduction of expenditures of \$2,352,248 over previous year
- H – Capital Outlay projected savings \$ 103,984
- I – Contract & Services projected cost savings of \$263,964
- J – Supplies & Materials projected savings \$7,691
- k –Salaries & Benefits projected savings \$1,976,609

**DESERT COMMUNITY COLLEGE DISTRICT  
BUDGET UPDATE as of SEPTEMBER 30, 2012  
GENERAL FUND UNRESTRICTED**

	2011-12 Final Budget	2011-12 Actual	2011-12 Budget to Actual Difference	2012-13 Revised Budget	As Of Sept. 30, 2012 Actual	2012-13 Budget to Actual Difference	Changes Between Budget Years
<b>Expenditures</b>						<b>Savings</b>	<b>(Savings)</b>
Full-Time Teaching Salaries	8,691,962	8,691,459	503	7,742,199	1,774,535	5,967,664	(949,763)
Adjunct Teaching Salaries	3,742,223	3,839,883	(97,660)	3,323,737	199,802	3,123,935	(418,486)
Other Academic Salaries	1,969,905	1,527,063	442,842	1,458,131	388,205	1,069,926	(511,774)
Administration Salaries	3,767,476	3,798,918	(31,442)	3,704,129	905,505	2,798,624	(63,347)
Classified Salaries, Aides	1,039,656	956,596	83,060	1,043,593	163,837	879,756	3,937
Classified Salaries, Other	5,513,161	5,172,449	340,712	5,427,602	1,294,526	4,133,076	(85,559)
Employee Benefits	7,221,317	7,567,294	(345,977)	7,269,700	1,682,556	5,587,144	48,383
<b>Total Salaries &amp; Benefits</b>	<b>31,945,700</b>	<b>31,553,662</b>	<b>392,038</b>	<b>29,969,091</b>	<b>6,408,966</b>	<b>23,560,125</b>	<b>(1,976,609)</b>
Supplies & Materials	459,936	350,901	109,035	452,245	121,491	330,754	(7,691)
Contracts & Services	5,493,738	4,481,792	1,011,946	5,229,774	1,624,173	3,605,601	(263,964)
<b>Sub-Total Operating Expense</b>	<b>37,899,374</b>	<b>36,386,355</b>	<b>1,513,019</b>	<b>35,651,110</b>	<b>8,154,630</b>	<b>27,496,480</b>	<b>(2,248,264)</b>
Capital Outlay	236,949	193,179	43,770	132,965	8,329	124,636	(103,984)
<b>Total Expenditures</b>	<b>38,136,323</b>	<b>36,579,534</b>	<b>1,556,789</b>	<b>35,784,075</b>	<b>8,162,959</b>	<b>27,621,116</b>	<b>(2,352,248)</b>
	A	B	C	D	E	F	G

K  
J  
I  
H

# College of the Desert

## General Fund

First Quarter Ended September 30, 2012

## Financial Update

- ✓ For the first quarter ended 9/30/12 the District is tracking 2.02% less than last year's overall expenditures or a reduction of \$168,419.
- ✓ Decrease in salaries primarily due to retirements or held for hiring.
- ✓ The 99.89% increase in supplies is largely due to reduced purchasing in previous years and departments have depleted their inventory.
- ✓ Contracts and services expenditures have increased 1.35% over last year or a \$21,690 increase.
- ✓ There is a 10% decrease expended for capital outlay items which translates to \$925 savings over last year.

**Expenditures at September 30, 2011 and 2012**

	<u>30-Sep-11</u>	<u>30-Sep-12</u>	<u>Difference</u>	
Salaries and Benefits	6,658,863	6,408,966	(249,897)	-3.75% Decrease
Supplies & Materials	60,778	121,491	60,713	99.89% Increase
Contracts & Services	1,602,483	1,624,173	21,690	1.35% Increase
Capital Outlay	9,254	8,329	(925)	-10.00% Decrease
	<u>8,331,378</u>	<u>8,162,959</u>	<u>(168,419)</u>	-2.02% Decrease



# COLLEGE OF THE DESERT CITIZENS' OVERSIGHT COMMITTEE 2011-2012 ANNUAL REPORT

For Fiscal Year Ended June 30, 2012



## LETTER FROM THE MEASURE B CITIZENS' OVERSIGHT COMMITTEE CHAIR

Dear Coachella Valley Residents,

The Citizens' Bond Oversight Committee is pleased to present its eighth annual report as required by Proposition 39, the legislative authority of Measure B. As your local representatives, it is our responsibility to oversee the expenditure of bond funds, as approved by the College of the Desert's Trustees, to ascertain that they are spent as specified in the ballot measure.

Measure B was approved by voters in March 2004, and, as required by the terms of the issue, the College Board of Trustees appointed an independent Citizens Oversight Committee. Your seven members represent a cross-section of Coachella Valley residents.

Our open meetings are held quarterly to review and discuss progress reports related to bond projects in various stages of development, expenditures of bond funds, as well as future plans and financial projections. We essentially perform a due diligence function. We question representatives of the College who work on the various projects, as well as the auditors engaged to assure that funds are spent in accordance with Measure B. As a committee, we have been impressed with the College's organization, planning, attention to detail, and the diligence of its staff.

The Palm Desert Campus, construction of the Classroom Building now known as the Math Science Technology Center was nearing completion at our fiscal year end. Construction began on the Communication building slated to house all classes related to language studies. These buildings will provide facilities for classes currently held in modular buildings located across the campus. To ease traffic flow construction at the Monterey Entrance for a new gateway to the campus began over the summer. Planning commenced for other classroom buildings specified in the Bond Measure, which will replace insufficient or inefficient buildings, such as deteriorating metal buildings with new permanent classrooms and labs.

In Indio, construction plans were submitted to the Division of State Architect for review and approval. A three story building housing classrooms, offices and multiuse rooms will be constructed at the former site of the Greyhound Bus Station. This building will house the programs that are currently conducted in leased space in the County Building. The East Valley Campus-Mecca/Thermal continues to be successful drawing students from the east end of the valley.

And in Palm Springs, programming continues for the first phase of buildings and site improvements. Master planning commenced for this site envisioned as a 'green' or sustainable designed and operated campus. It will also provide opportunities for commercially operated research and development, training and incubation of clean technology businesses.

These voter approved projects address the College's most critical facility needs, including safety issues, energy savings, technology, and training programs in response to community needs. These changes will enable the College of the Desert to continue to provide an opportunity for a first-class education to youths and adults in the Coachella Valley. The College improves the quality of life for the entire region through its training of professionals and workers for the economic base industries of the valley.

Information on past and future meetings and the on-going bond projects can be found at the College of the Desert's Website: [www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu). We welcome all members of the public to our meetings. Feel free to contact us with your comments or questions.

Sincerely,  
Lawrence M. Cohen, *Committee Chair*

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## MEASURE B

In March 2004, the citizens of the Coachella Valley approved a general obligation bond measure of \$346.5 million dollars to fund facilities projects to train local residents for jobs, prepare students for four-year colleges, accommodate increasing student enrollment at College of the Desert by:

- Expanding nursing/police/fire-fighting training facilities;
- Repairing sewer systems, leaky roofs, decaying walls, plumbing, electrical systems;
- Upgrading/adding classrooms for computer technology;
- Repairing, acquiring, constructing, equipping buildings, sites, classrooms; and
- Acquiring sites and developing campuses in east and west valley areas.

The Board of Trustees of the Desert Community College District evaluated the District's urgent and critical facility needs, including safety issues, enrollment growth, energy reduction and information and computer technology in developing the scope of projects to be funded. These are outlined in the College of the Desert Facilities Master Plan, approved on November 19, 2003, and further amended from time to time. In developing the scope of projects, the faculty, staff and students have prioritized the key health and safety needs so that the most critical needs are addressed. The Board of Trustees conducted independent facility

evaluations and received public input and review in developing the scope of the college facility projects to be funded. The projects are listed in the Facilities Master Plan which was unanimously approved by the Board of Trustees. This input of faculty, staff, and community and business leaders concluded that if these needs were not addressed now, the problems would only get worse. In preparing the Facilities Master Plan, the Board of Trustees made five important determinations:

- It is critically important for College of the Desert to provide facilities for job and vocational training to students and adults seeking to acquire job skills demanded by local businesses;
- College of the Desert must provide facilities to increase the number of trained nurses to help relieve the serious nursing shortage in the area;
- College of the Desert must add new facilities and classrooms to meet the rapid growth in the area which has resulted in thousands of new students seeking an affordable local college education;
- College of the Desert must provide facilities for academic programs to students who want to transfer to a four-year college; and
- The mission of College of the Desert is to provide facilities that support adult continuing education classes in subjects like financial planning, accounting and computers.

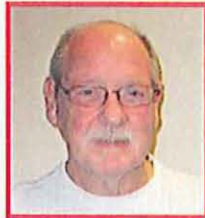
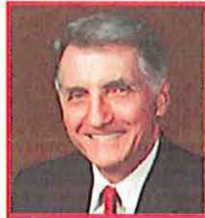
## AUTHORITY AND PURPOSE OF THE CITIZENS' OVERSIGHT COMMITTEE

Measure B was approved under the requirements of California's Proposition 39, the Strict Accountability in Local School Construction Bonds Act, passed by state voters in 2000. As required by Proposition 39, the College of the Desert Board of Trustees appointed an independent committee of citizens to oversee the expenditure of all bond funds. Proposition 39 requires representatives from taxpayer groups, business and industry, senior citizens' organizations and students, and is charged with ensuring that all bond funds are

spent as promised on capital projects within the college district.

Since September 2004, the Committee has been meeting regularly to review the College's bond-funded construction program and to ensure the program maximizes all funding sources and makes the most prudent use of taxpayer dollars. The Committee is also charged with assuring that the College adheres to the requirements of Proposition 39, including spending funds only on those projects identified in Measure B and approved by the voters.

## INCOMING BOND OVERSIGHT COMMITTEE MEMBERS FOR 2012-2013



Seven people are responsible for overseeing the \$346.5 million bond issue approved by voters in March 2004 for College of the Desert construction and campus renovations. The group meets quarterly to review expenditures and to see that the Proposition 39 guidelines are followed. They're responsible for an audit and an annual report. They (and the constituencies they represent) are, (from left, top row): Mr. Lawrence M. Cohen, Chair, Business Representative, Senior Managing Director and Shareholder, Mesirow Financial; Mr. Kenneth Eklund, Senior Citizen Group Representative, CEO of Safe-T-Proof of Riverside County, Inc., Mr. Chris Escobedo, Taxpayers' Association Representative, Assistant to the City Manager, City of Indio; Mr. Geoffrey S. Kiehl, Vice Chair, East Valley Representative, Director of Finance & Treasurer, City of Palm Springs; Mr. Larry Spicer, College Support Organization Representative, Retired, Real Estate Industry; Mr. William H. Waldron, West Valley Representative, Retired, 3M Company; and Ms. Brenda Valdez, Student Representative.



## 2011-12 CITIZENS' OVERSIGHT COMMITTEE MEMBERS

**Mr. Robert A. Spiegel**  
*Chair,  
College Support Organization*

**Mr. Lawrence M. Cohen**  
*Vice Chair, Business*

**Mr. Geoffrey S. Kiehl**  
*East Valley*

**Mr. William H. Waldron**  
*West Valley*

**Mr. Chris Escobedo**  
**Mr. Robert Flint**  
*Taxpayers' Association*

**Mr. Kenneth Eklund**  
**Ms. Berit Reistad**  
*Senior Citizen Group*

**Ms. Cheri Nadell**  
*Student*

## COLLEGE OF THE DESERT PROGRAM MANAGEMENT TEAM

**Dr. Edwin Deas**  
*Vice President, Business Affairs*

**Mr. Steve Renew**  
*Director, Facilities Services*

**Mr. Wade Ellis**  
*Director, Fiscal Services*

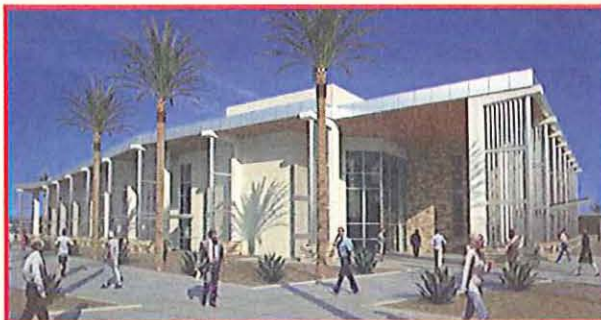
**Mr. Mac McGinnis**  
*Program Manager,  
Education Information Systems  
Professionals*

## EIGHTH YEAR REPORT: MEASURE B PROJECTS COMPLETED OR IN PROCESS

Since the passage of Measure B in 2004 the District has followed a building program that responds to its Education Master Plan, facilities condition assessment; the need for replacement of insufficient or inefficient facilities; seismic, safety and other building code issues, and long overdue infrastructure and technology upgrades. This process continues to be followed with updated data for educational needs and continuously updated building codes. The District takes seriously its responsibility to be good stewards of the Bond proceeds to ensure the demands of the Bond language and the expectations of the citizens of the Coachella Valley are met while completing right sized, well planned projects that will serve the District and the community far into the future. Planning began on several new projects on the Palm Desert campus as well as the new facilities planned for east and west valley sites.



During the eighth year of the Measure B program, on the east side of the campus, construction of the Math Science Technology Center, was nearing completion. The building will house several programs and classes that are currently in several locations around the campus including temporary facilities. The new classrooms, large lecture rooms, science labs, the District's MESA program, and offices for faculty and staff, will support students and faculty in these disciplines. The offices and campus servers of Information Technology and Institutional Research are also housed in the Classroom Building. Completion is anticipated during the Summer 2012.



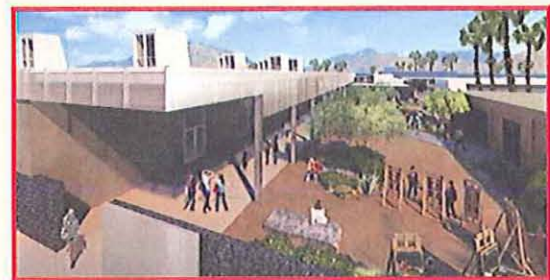
Construction began on the Communication Building. This building, located across the courtyard from the Cravens Student Services Center (CSSC) will be the new home of all classes related to language studies. When completed the two-story, steel framed footprint will be 39,880 sq. ft. The facility will be completed during the spring 2013.



The Monterey Entrance was closed in May to create a new gateway to the campus. Construction began on a new roundabout that will make it easier for students, faculty and staff to navigate their way around campus. This project will remediate traffic congestion at the Monterey entrance. The space between the new Communication and Cravens Student Services Center buildings will include seating areas where students can study and rest with access to electricity for their electronic devices.



All programs housed in the existing physical education building were relocated to other facilities. Architects were selected and plans were submitted to the Division of State Architect for review and approval. The renovation will resolve the seismic, safety and other code issues in the nearly 50-year-old building. The renovated building will house a new weight room, two multi-purpose rooms, and faculty offices. The new gymnasium will include team rooms and locker rooms.



Plans for a Visual Arts building began and have been approved by the Division of State Architect. During the fall 2012 semester construction will begin on the new Visual Arts building. The new structure will be

## EIGHTH YEAR REPORT: MEASURE B PROJECTS COMPLETED OR IN PROCESS

located on the northwest end of campus near the existing Music building. The space will provide a new lab, and classrooms for programs including: 2D drawing and painting, 3D sculpture, printmaking, photography (both print and digital) and ceramics. The construction on the 13,700 sq. ft. building will bring the arts programs which have been held in deteriorating metal warehouse type space for years closer to the campus.

Plan designs began that will renovate the buildings in the center of the campus for the offices of administrative services are housed in several areas, some of which in temporary modular buildings. This will bring all of the administrative services together in a more efficient and interrelating space. Construction start is anticipated in late 2012 or early 2013.



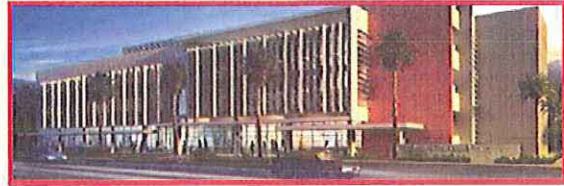
The design process began on the new Stagecraft Shop located next door to the Theatre building. The 3,345 sq. ft. shop will take about a year to construct. Construction is expected to begin winter 2012. Currently faculty and students use a small outdoor area to learn about stage design and build sets for upcoming performances.



The design phase of the new Career Technical Education programs continues. These classes are currently held in deteriorating metal buildings and buildings with seismic, safety and other code concerns. A renovated existing building and outdoor labs, along with a new building with classrooms, labs and offices, will provide for a consolidated facility for all of these programs. Construction is expected to begin during the spring 2013 semester.



Planning began for the Early Childhood Development facility and plans prepared to be submitted to the Division of State Architects. Construction is expected to commence in spring 2013 which addresses code and other compliance issues. This facility will be located immediately adjacent to the existing building on campus and enables the Center to offer more teaching and learning opportunities for COD students with classrooms, observation rooms, offices and a kitchen.



Plans for a new structure in Indio, at the former site of the Greyhound Bus Station, for a three story building were submitted to the Division of State Architect for review and approval. The 40,000 sq. ft. structure will house classrooms, labs, offices and support space. Construction is expected to commence in fall of 2012. These classrooms replace those currently held in leased space in the County Building and at other locations in the east valley.



Programming for the first phase of buildings and site improvements continues on the West Valley Campus in Palm Springs. The project is envisioned as a 'green' or sustainable designed and operated campus which will also provide opportunities for shared lands and facilities, and a sustainable energy park (GreenPark) component. The 119-acre site will encompass three components: COD program buildings integrated with the recreational resources of the existing James O. Jessie Desert Highland Unity Center; commercially-operated facilities for training, research and development, business incubation of 'clean technologies' and a location for a Coachella Valley iHub; and GreenPark, a 60-to-70-acre site that will feature sustainable energy-generating systems, and facilities for research & development and teaching & learning. COD has tentatively identified four educational 'pillars' that each represent significant opportunities for partnerships with business, industry, and other educational institutions: Hospitality & Tourism, Media & the Arts, Allied Health and Sustainability Technology. Phase 1 of the West Valley Campus in Palm Springs includes three buildings and a central plant. Two of the buildings will house classrooms, meeting rooms, a library and offices. COD's Desert Energy Enterprise Center (DEEC) classroom/lab will be in the third building. Construction is expected to begin summer 2013.

## ADDENDUM

The District conducted a review in the Fall of 2011 to reaffirm the efficacy of continuing the bond program to completion at a time when it faces operating budget challenges due to reductions in state funding. It was concluded that it was essentially impractical to contemplate suspension of the bond program and in fact there are at least ten good reasons for pursuing it to completion:

1. It enables COD to develop new campus sites and facilities to serve the entire Coachella Valley during the second 50 years of the College's existence.
2. It addresses contemporary health and safety, disability access, and building code compliance requirements.
3. It gives students and faculty access to the highest quality teaching and learning environments which is critical to our mission.
4. It enables renovation of substandard and no-longer-fit-for-purpose facilities and permits systematic replacement of all

modular buildings.

5. It facilitates the replacement of aging and inefficient services infrastructure.
6. It takes COD closer to contemporary technology standards.
7. It positions COD long-term to meet the demands of a growing and diversifying Valley population once the short-term state funding crisis is overcome.
8. It provides the opportunity for COD to practically demonstrate leadership in sustainability stewardship in all its new buildings and campuses.
9. It must be aggressively pursued to completion because the bond funds must be expended in a defined timeframe for the purposes identified in the bond election and we are currently enjoying the most favorable construction market in years.
10. It represents a significant economic development driver for the Valley in its own right currently and in the longer term through the facilities created.

## SUSTAINABILITY STEWARDSHIP, WALKING THE GREEN TALK AT COLLEGE OF THE DESERT

This year the College was awarded its first LEED Gold certification for the Cravens Student Services Center. Representatives from the architect's office and from the local chapter of the US Green Building Council presented the award at a meeting of the District's Green Council.

The Nursing Building Renovation, completed last year, was submitted for certification with enough points to apply for a Gold rating. As of June, 2012 the determination was not yet made about what rating this project will receive.

More buildings, the nearly completed MSTC and the Communication Building, now in construction, have been submitted to the USGBC for certification.

The District's Policy of Sustainability Stewardship, its Green Council Annual Reports, and other Sustainability Performance Targets and Guidelines can be found on the District's website, at <http://www.collegeofthedesert.edu/community/ss/Pages/default.aspx>. These, as well as other Bond planning and design documents are available on the Bond website [www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu).

Developed by the U.S. Green Building Council (USGBC), the LEED® Green Building Rating System™ is a framework for identifying,

implementing and measuring green building and neighborhood design, construction, operations and maintenance. LEED is voluntary and designed for new and existing commercial, institutional, and residential building, including neighborhood development. Several categories are used in the LEED Green Building Rating System such as sustainable sites, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, awareness and education, location and linkages, neighborhood pattern and design, green infrastructure and building, innovation in design /operations, and regional priority. The LEED rating system is based on a 100 point scale with an extra 10 bonus points available for innovation in design, exemplary performance, or achievement of credits identified as having regional importance on a project's location. LEED certification is awarded based on this scale: 40-49 points Certified; 50-59 points Silver; 60-79 points Gold; and 80+ points Platinum. There are four standard principal types of LEED requirements: prerequisites, core credits, innovation credits and regional priority credits. For more information about LEED® Certification and guidelines visit the U.S. Green Building Council website at [www.usgbc.org/](http://www.usgbc.org/).

## INDEPENDENT FINANCIAL AND PERFORMANCE AUDITS

In compliance with Proposition 39, the Board of Trustees engaged the independent audit firm of Vavrinek, Trine, Day & Co., LLP, to complete independent audits of the financial records and the construction records of the bond program.

The first issuance for bond sales was for \$65 million in August 2004 and refunded in June 2005 bringing the total to \$73 million. In November 2007, the District issued General Obligation Bonds, Series 2007B in the amount of \$57,850,000. In December 2007, the District issued the final approved principal amount of General Obligation Bonds, Series 2007C in the amount of \$223,648,444. The District's bond insured rating from Moody and S&P continued as AAA.

The audit firm reported that the College of the Desert "...has properly accounted for the expenditures of the funds held in the Bond Fund and that such expenditures were made on authorized bond projects. Further it was noted that the funds held in the Bond Fund and expended by the District were not expended for salaries of school administrators or other operating expenditures."

The audit had no adverse findings and no questionable costs were noted.

A copy of the full financial and performance audits can be viewed on the College of the Desert Bond web page at [www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu).

## UPDATED BOND PROJECTS EXPENDITURES AND PROGRESS REPORT AT JUNE 30, 2012

Audited results as reported to the Citizens' Oversight Committee by District Staff. Total budget does not include other funding sources. For more details on expenditures go to [www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu).

	Actual Costs for Fiscal Year Ended June 30, 2012	Actual Costs August 1, 2004 through June 30, 2012	Total Budget
<b>JOB AND CAREER TRAINING PROJECTS</b>			
Applied Sciences	\$ 711,645	\$ 1,248,651	\$ 12,000,000
Barker Nursing Complex	0	10,962,344	10,962,344
Burn Tower	0	2,875,267	2,875,267
Child Development Center	246,376	293,787	5,500,000
Nursing Building Renovation	11,406	3,548,347	3,537,467
Public Safety Academy Phase I	0	14,911,665	14,911,665
Subtotal	\$ 969,427	\$ 33,840,061	\$ 49,786,743
<b>CLASSROOM BUILDINGS AND FACILITIES</b>			
Alumni Centre	\$ 0	\$ 2,714,816	\$ 2,714,816
Athletic facilities	1,164,843	3,022,109	21,410,000
Aquatics Swimming Pool Demolition	0	290,087	290,087
Business Building Renovation	0	4,598,036	4,598,036
Central Campus renovation	169,365	390,879	37,750,000
Communications Building	8,574,646	9,977,839	25,100,000
Cravens Student Center	61,273	22,914,219	22,973,516
Culinary Kitchen	0	410,529	410,529
Dining Hall Renovation	1,468	5,399,909	5,399,969
East Valley Phase I	1,232	9,788,602	10,000,000
Imaging	15,000	15,000	400,000
Indio Educational Center	1,044,255	2,150,900	20,000,000
Math Science Technology	10,747,402	20,660,602	23,800,000
Relocations Project	22,999	22,999	1,500,000
Scene Shop	0	74,676	74,676
Science Labs	0	223,624	223,624
Soil contingency	0	0	1,825,000
South Annex	0	3,867,843	3,867,843
Stagecraft Shop	0	0	1,900,000
Temporary dining facilities	0	752,840	752,840
Visual Arts Building	409,538	638,638	8,175,000
Voice over I.P. communication	0	964,487	964,487
West Valley Desert Hot Springs	0	1,140	1,140
West Valley Phase I	1,505,665	3,548,762	40,000,000
Wireless Access	0	322,555	322,555
Subtotal	\$ 23,717,686	\$ 92,751,091	\$ 234,454,118
<b>HEALTH AND SAFETY PROJECTS</b>			
Subtotal	\$ 3,010,880	\$ 36,767,650	\$ 41,535,091
<b>ENERGY EFFICIENCY IMPROVEMENTS</b>			
Subtotal	\$ 2,786,041	\$ 15,893,807	\$ 16,552,261
<b>SAFETY, SECURITY AND SITES</b>			
Site Improvements	\$ 0	\$ 2,663,420	\$ 2,663,420
Central Annex	0	2,308,330	2,308,330
Monterey Avenue Improvements	674,796	2,375,316	6,544,946
Security cameras and emergency phones	0	0	1,000,000
South parking lot	0	1,004,767	1,004,767
Western parking lot	0	2,564,965	2,564,965
Subtotal	\$ 674,796	\$ 10,916,798	\$ 16,086,428
<b>OTHER</b>			
Planning & Program Management	3,242,818	18,578,623	27,371,234
Subtotal	\$ 3,242,818	\$ 18,578,623	\$ 27,371,234
<b>Total</b>	<b>\$ 34,401,648</b>	<b>\$ 208,748,030</b>	<b>\$ 385,785,875</b>

## STAY IN TOUCH

The Citizens' Oversight Committee meets quarterly to review Measure B projects and progress. All meetings are open to the public and are held at 3:30 p.m. in the Cravens Student Services Center, Multi-Purpose Room on the Palm Desert Campus at 43-500 Monterey Ave., Palm Desert, CA 92260.

For more information on Measure B, the Facilities Master Plan, Citizens Oversight Committee agendas and meeting minutes, go to the COD Bond Website at [www.bond.collegeofthedesert.edu](http://www.bond.collegeofthedesert.edu) or call the College at (760) 773-2511.

### UPCOMING MEETING DATES:

March 12, 2013, 3:30 p.m.

June 11, 2013, 3:30 p.m.

September 10, 2013, 3:30 p.m.

Cravens Student Services Center  
Multi-Purpose Room

### 2011-2012

### DESERT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Becky Broughton • Chuck Hayden • John Marman

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43-500 Monterey Ave., Palm Desert, CA 92260