



# Agenda

**Desert Community College District Board of Trustees**  
43-500 Monterey Ave., Palm Desert, CA 92260

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**DATE:** FRIDAY, MARCH 18, 2016  
**TIME:** 9:30 A.M.  
**LOCATION:** 43500 MONTEREY AVENUE, PALM DESERT, CA  
CRAVENS MULTIPURPOSE ROOM

*Persons with disabilities may make a written request for a disability-related modification or accommodation, including for auxiliary aids or services, in order to participate in the Board meeting. Requests should be directed to the Office of the President as soon in advance of the Board meeting as possible.*

*For the convenience of the public, regular meetings of the Board of Trustees are transmitted live via "video stream" from the District's website, [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu). This is a non-interactive format allowing viewers to hear the discussion and view the Board of Trustees during the meeting. Archived video of some prior meetings is also available. The minutes of the meetings of the Board of Trustees are the official record of the actions of the Board.*

**I. CALL TO ORDER – PLEDGE OF ALLEGIANCE - ROLL CALL**

**II. AGENDA:**

**A. BOARD MEETING AGENDA: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a 2/3 vote of the Board, or (if less than 2/3 of the members are present, a unanimous vote of those present), that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified.**

**B. CONFIRMATION OF AGENDA: Approve the agenda of the Regular Meeting of March 18, 2016 with any additions, corrections, or deletions.**

**III. CLOSED SESSION: 9:35 am to 10:15 a.m., 12:00 pm to 1:30 pm, and/or following the open session if additional time is needed.**

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time the board shall reserve time after the public meeting to continue discussion.

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

2. **PERSONNEL**

a. **DISCIPLINE/DISMISSAL/RELEASE/APPOINTMENT**  
(Government Code Section 54957)

b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
• Superintendent/President

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

4. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 017, 502 190 018, 502 190 019, 502 190 020, 611 212 007, 611 212 008, 611 212 039, 611 212 019, 611 212 009, 611 212 040, 611 212 012, 611 212 032, 611 212 033, 611 212 034, 641 261 020 0, 687 199 001, 687 199 002, 687 212 009, 687 212 010, 687 212 011, 687 212 022, 687 212 023, 687 212 024, 687 212 027, 611 211 013, 611 211 014, 611 211 019, 663 290 003-5

Agency Negotiator or Designee: Dr. Joel Kinnamon

IV. **OPEN SESSION** (10:30 a.m.)

Closed session report (if any)

V. **PUBLIC UPDATES**

VI. **PUBLIC COMMENTS:** PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM SHOULD COMPLETE THE “REQUEST TO ADDRESS THE BOARD” FORM AND PRESENT IT TO THE SECRETARY. PERSONS WHO WISH TO SPEAK TO THE BOARD ON ANY ITEM MAY DO SO AT THIS TIME. THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON AND 15 MINUTES PER TOPIC, UNLESS FURTHER TIME IS GRANTED BY THE BOARD.

- **Reading of Proclamation**
  - National Library Week – read by Andrew Johnson

VII. **INTRODUCTION OF STAFF**

VIII. **APPROVE THE MINUTES OF:**

Regular meeting of February 10, 2016 ([Details on COD Website](#))

Special Meeting of February 10, 2016 ([Details on COD Website](#))

**IX. REPORTS**

- A. ASCOD
- B. COLLEGE OF THE DESERT FOUNDATION
- C. ACADEMIC SENATE
- D. C.O.D.F.A.
- E. C.O.D.A.A.
- F. C.S.E.A.
- H. GOVERNING BOARD
- I. SUPERINTENDENT/PRESIDENT

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

**A. BOARD OF TRUSTEES**

- 1. Proclamation – National Library Week

**B. PRESIDENT**

- 1. Approval of Sabbatical Leave Request

**C. HUMAN RESOURCES**

- 1. Personnel Items
- 2. Approval of MOU between CSEA & DCCD: New Job Description

**D. ADMINISTRATIVE SERVICES**

- 1. Purchase Orders and Contracts for Supplies, Services and Construction
- 2. Warrants
- 3. Approval of Contracts/Agreements and Amendments
- 4. Payroll
- 5. Out-of-State/Country Travel
- 6. Budget Transfers
- 7. Amendment to a Contract - Measure B Bond Project

**E. STUDENT SUCCESS & STUDENT LEARNING**

- 1. Courses and Programs Approved by Curriculum Committee
- 2. Work Experience Courses Approved by Curriculum Committee

**XI. ACTION AGENDA**

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

**B. BOARD OF TRUSTEES**

1. Board Policy 5700 – Intercollegiate Athletics – 1st Reading
2. Approval of Emeritus Status

**C. PRESIDENT**

1. Post-Sabbatical Leave Verbal Report – Christen Smith, Associate Professor, English as a Second Language

**D. ADMINISTRATIVE SERVICES**

1. Budget Revisions
2. Resolution #031816-1 of the Board of Trustees of the Desert Community College District Approving a Fiscal Agent Agreement and Directing the Transfer of Bond Funds

**XII. INFORMATION ITEMS**

1. Administrative Procedures
  - AP 5700 – Intercollegiate Athletics

**XIII. STUDY SESSION**

1. Board Self-Evaluation Instrument
2. California Community College Trustees Elections
3. PaCE – Pam Hunter, Executive Director, Institutional Advancement
4. Adult Education Block Grant – Christen Smith, Associate Professor and Pam Hunter

**XIV. FUTURE AGENDA ITEMS**

**XV. CLOSED SESSION (CONT'D if needed)**

**XVI. ADJOURN**

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016**

**AREA:** Board of Trustees

**ITEM #: 1**

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

**TITLE: PROCLAMATION:  
NATIONAL LIBRARY WEEK 2016**

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**BACKGROUND:**

**NATIONAL LIBRARY WEEK:** National Library Week (April 10-16, 2016) is a time to celebrate the contributions of our nation’s libraries, library workers, and to promote library use and support. The theme for 2016 National Library Week is “Libraries Transform.”

According to the 2014 edition of the Library and Book Trade Almanac, the College of the Desert is one of 1,139 community college libraries or one of 3,703 academic libraries in the United States which will be celebrating with many programs. Libraries are more than warehouses for books. Libraries are about connecting people with ideas, resources and technology. The College of the Desert librarians is proud in collaborating with faculty to provide instruction to students in information literacy and retrieval.

First sponsored in 1958, National Library Week is a national observance sponsored by the American Library Association and libraries across the country each April. The Board of Trustees at the College of the Desert celebrates libraries of all types in conjunction with the American Library Association. We salute staff that is dedicated in providing free access, information, and empowering our students with resources.

[Proclamation on COD Website](#)

**FISCAL IMPLICATIONS:**

No cost to the District.

**RECOMMENDATION:**

Board of Trustees approves the Proclamation as presented.

<b>Administration Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** President

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

**TITLE: APPROVAL OF SABBATICAL LEAVE REQUEST**

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**BACKGROUND:**

Ed Reed: Requesting leave for the purpose of completing courses of study that will enable him to develop more effective strategies for teaching Latino students, African-American students, and students from other culturally diverse backgrounds. Another course of study includes the integration of technology into teaching for the iGeneration students. Lastly, Professor Reed will immerse himself into the study of Spanish.

**FISCAL IMPLICATION:**

Positions are district-funded and will be replaced with adjunct faculty using budgeted district funds.

**RECOMMENDATION:**

The Board of Trustees approve the sabbatical leave as requested.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Human Resources

**TITLE:** PERSONNEL ITEMS

<input checked="" type="checkbox"/> <b>CONSENT</b> <input type="checkbox"/> <b>ACTION</b> <input type="checkbox"/> <b>INFORMATION</b>
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A recommendation is made that the Board of Trustees approves the following list of Personnel Items:

<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Effective</b>
<b>Appointments: Classified</b>			
Huitzitzilin Montalvo	Sr. Equipment Manager	Athletics	3/21/2016
Iris Valdez	ISA – ABE	ABE	3/28/2016
Jocelyn Vargas	Sr. Program Specialist	A & R	2/22/2016
<b>Appointments: Faculty</b>			
Karen Bartels	Temp FT Faculty, Math	Math & Science	1/27/2016-5/27/2016
<b>Classified: Temporary/Substitute</b>			
Lawrence Montez	IT Specialist	Information Tech	4/1/2016-6/30/2016
Ana Quintana	Financial Aid Specialist	Financial Aid	3/9/2016-5/31/2016
Roberto Rodriquez-Orozco	Outreach Specialist-EDGE	IEESP	2/29/2016-5/27/2016
<b>Classified: Working Out-Of-Class</b>			
Stacey Williams	Scholarship Specialist	Financial Aid	7/1/2015-6/30/2016
<b>Faculty: Professional Advancement</b>			
Dr. Courtney Doussett	Instructor, Kinesiology	Athletics	1/27/2016
Elise King	Counselor	Student Services	1/27/2016
<b>Separations/Resignations/Terminations</b>			
Carlos Carballo (R)	Research Analyst	IEESP	3/2/2016
Marcia Hale (R)	Administrative Asst.	SS/SL	3/16/2016
Thomas Jones (S)	Info Services Specialist	IEESP	2/19/2016
<b>Temporary Employment Agreements w/ Faculty/Staff:</b>			
Mark Almy	MUS 99 Sessions	School of Arts	2/6/2016-5/20/2016
Dr. Keegan Anglim	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Wendy Ansley	Co-Chair CTE Work Group	AEBG	2/15/2016-4/30/2016
Richard Barth	Skills Lab Instruction	Nursing	2/1/2016-5/25/2016
Gary Bergstrom	Department Chair	Communications	1/25/2016-5/27/2016
James Brakebill	Oversight of EMS program re-approval process	ASBU	2/3/2016-5/1/2016
Tim Bruneau	MUS 99 Sessions	School of Arts	2/6/2016-5/20/2016
Valerie Calderon	On Call Athletic Trainer	Athletics	2/20/2016
David Chandler	Training for CVHS students	PaCE	3/3/2016-4/30/2016
Dr. Kelly Corbin	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Anthony Fesmire	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Michael Fleischmann	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016

Danny Holt	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Mikael Jacobson	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Leif Jordan	Co-Chair Basic Skills Work Group	AEBG	2/15/2016-4/30/2016
Mary Lord	Skills Lab Instruction	Nursing	2/1/2016-5/25/2016
D Clayton Mayes	Department Chair	Applied Sciences	1/27/2016-5/27/2016
Matthew Musselman	Math 70 Review	Student Equity	3/21/2016-3/22/2016
Carlos Perez	Work Experience	ASBU	2/29/2016-5/27/2016
Jorge Perez	Research Basic Skills Math	Math & Science	4/4/2016-5/13/2016
Keith Prouty II	Automotive Seminars	ASBU	3/15/2016-6/15/2016
Rick Rawnsley	Department Chair	English	1/25/2016-5/27/2016
Vincent Sassone	iMake Movies Workshop	PaCE	3/21/2016-6/30/2016
Christen Smith	Co-Chair Steering Committee	AEBG	1/15/2016-6/30/2016
Scott Smith	MUS 99 Sessions	School of Arts	2/8/2016-5/20/2016
Ty Thomas	Work Group Co-chair	ESLN	2/15/2016-4/30/2016
Julius Vargas	CAP Orientation Sessions	ASBU	3/15/2016-6/15/2016
<b>Temporary Employment Agreements: Contract Workers</b>			
Grace Butler-Dawson	Library Specialist	Library	2/26/2016
Valerie Calderon	On Call Athletic Trainer	Athletics	2/20/2016
Ben Knapp	Football Associate Head Coach	Athletics	Extending 1/27/2016-6/30/2016
Mike Knapp	Assistant Coach	Athletics	Extending 1/27/2016-6/30/2016
Sedrick Reagor	Assistant Coach	Athletics	Extending 1/27/2016-6/30/2016
Bob Trikakis	iMake Movies Workshop	PaCE	3/21/2016-6/30/2016
Jessica Van Beers	Training for Temp Replacement	Admissions & Records	1/26/2016-2/29/2016
Mamta Verma	Library Specialist	Library	2/26/2016
<b>Volunteers</b>			
Erica Fausto	Theatre Makeup	Theatre	2/23/2016
Linden Longoria	Theatre Makeup	Theatre	2/23/2016
Tony Parise	Football	Athletics	2/18/2016
Marissa Salomon	Counseling Center	Counseling	2/23/2016
Karen Schmitt	Theatre Makeup	Theatre	3/4/2016
Justine Torres	ECE Class	ECE	2/25/2016
Richard Waltch	Auto/HVAC	ASBU	2/26/2016

**Part-Time Instructors, Spring 2016**

Lname	Fname	SUBJECT	LOCATION	CREDIT	NON-CREDIT	NON-TEACHING
Abril	Mari	CIS	PD	X		
Acosta	Rosa	ARCH	PD	X		



Acree	Steve	ENG	VV	X		
Ahmed	Laura	ENG	PD	X		
Airhart-Bolze	Alison	ESLN	PD		X	
Akerlund	Paul	ESLN	WV		X	
Alaniz	Rodolfo	BPOT	PD	X		
Almy	Mark	MUS	PD	X		
Alou Hicks	Mercedes	CH	PD	X		
Alvarado Cantu	Anthony	TASC	PD			X
Alvarez	Rebecca	SOC	EV	X		
Alvarez	Silverio	BI	PD	X		
Anderson	David	AUTO	PD	X		
Andrews	Eve-Marie	COUN	VV	X		
Anglim	Keegan	MUS	PD			X
Arizaga	Anthony	MUS	PD	X		
Ashcom	Shannon	N	PD	X		
Avalos	Maria	ECE	PD	X		
Avila	Krystal	TASC	PD	X		
Azar	Jacob	BUAC	PD			X
Azer	Jeffrey	CART	PD	X		
Baker	Stella	LIBRARY	PD	X		
Banford	Jennifer	VSW	PD			X
Barahona	Elia	ESLN	PD	X		
Barajas	Agxibel	BUMA	EV		X	
Barrows	Cameron	NR	VV	X		
Barrows	Katherine	NR	PD	X		
Barth	Richard	N	PD	X		
Bashore	David	SP	PD	X		
Benke	Daniel	ACR	WV	X		
Best	Robin	CIS	PD	X		
Bingham	Gregory	PS	VV	X		
Blais	William	ASL	WV	X		
Booth	Leesa	N	PD	X		
Brakebill	James	FIRE	PD	X		
Bravo	Abigail	N	PD	X		
Brenes-Rios	Adriana	ESLN	PD	X		
Brooks	Wendy	HSAD	WV		X	
Brooks	Kimberly	COUN	PD	X		
Brosamle	Stan	HSAD	PD			X
Bruneau	Timothy	MUS	PD	X		

Buxton	Pamela	VN	PD	X		
Cain	Ryan	BPOT	PD	X		
Calderon	Valerie	KINE	PD	X		
Calvert	Jill	N	PD	X		
Camargo	Ethan	CIS	PD	X		
Campbell	Cathy	HS	VV	X		
Carroll	Dennis	ABE	PD	X		
Castillo	Jose	VSO	PD		X	
Castillo	Monica	ECE	PD	X		
Champion	Marion	VSO	EV	X		
Chavez	Joseph	ESLN	PD	X		
Chavez - Rodriguez	Monica	ECE	WV		X	
Cheney	Karen	ESLN	PD	X		
Cipri	Robert	PH	PD		X	
Ciraulo	Salvadore	SP	PD	X		
Clark	Leatrice	KINE	WV	X		
Clemmer	Stella	DSPS COUN	VV	X		
Clerc	Antoine	PS	PD			X
Cofer	Matt	ENG	PD	X		
Cole	Tamara	ARCH	PD	X		
Colleen	Cook	LIBRARY	PD	X		
Combs	Walter	BPOT	PD			X
Conger	Todd	KINE	PD	X		
Connolly	John	MATH	PD	X		
Corbin	Kelly	MUS	PD	X		
Cosgrove	Kenneth	HIST	PD	X		
Covington	Jeffrey	BPOT	EV	X		
Craig	Donovan	ESLN	PD	X		
Crase	Michael	COUN	PD		X	
Crawford	Joel	BPOT	PD			X
Crum	George	AJ	PD	X		
Cuneo	Nicole	ARCH	EV	X		
Curry	Victoria	COUN	PD	X		
Curtiss	Patricia	KINE	PD			X
Cushner	Michael	HSAD	PD	X		
Davis	Annette	ENG	PD	X		
De La Rosa	Jessica	N	VV	X		
Dealba Yount	Claudia	JPN	PD	X		
Debalski	Thomas	ENG	PD	X		

Delahanty	Suzanne	PSY	WV	X		
Delgado	Anna	ART	PD	X		
Deutsch	Richard	CIS	PD	X		
Donowho	Courtney	BPOT	PD	X		
Doyle	Whitney	ESLN	EV		X	
Drucker	Philip	BUMA	PD	X		
Durkin	Robert	ESLN	PD	X		
Durr	Kevin	HS	PD		X	
Edwards	Wendy	N	PD	X		
Eldridge	Rachael	ENG	PD	X		
Elliott	Georgiana	PSY	PD	X		
Estrin	Garrett	VSO	PD	X		
Estupinan	Marina	ESLN	PD	X		
Fagin	Edwin	ECON	EV		X	
Fessinger	Herbert	CIS	VV	X		
Finn	Michele	LIBRARY	PD	X		
Fitzpatrick	Benjamin	KINE	PD			X
Fleischmann	Michael	MUS	PD	X		
Fliss	Karen	SP	PD	X		
Foreman	Ida	ART	MT	X		
Fox	Gregory	BI	PD	X		
Fratini	Amber	COUN	EV	X		
Fuchs	Steven	BUMA	PD			X
Fuhr	Bradley	RTV	PD	X		
Gaete	Sarah	HS	PD	X		
Galicia	Ramiro	ACR	PD	X		
Garcia	Artel	SPAN	PD	X		
Garcia	Dulce	SPAN	PD	X		
Garcia	Nellie	KINE	PD	X		
Garza	Rosalia	COUN	PD	X		
Gastelum	Ana	ESLN	PD			X
Gillis	Donald	CIS	WV		X	
Gladych	Michael	MC	VV	X		
Glatfelter	Angela	SP	PD	X		
Goddard	Ardith	ESLN	PD	X		
Goehring	Curtis	A	PD		X	
Goetz	David	ART	WV	X		
Goldman	Jared	COUN	PD	X		
Gominsky	Rachael	BI	PD			X

Gonzalez	Francine	RDG	PD	X		
Gonzalez	Jose	CIS	EV	X		
Gonzalez	Octavio	PS	PD	X		
Gonzalez	Martha	ESLN	EV		X	
Graham	Erin	ENG	PD	X		
Greely	Sarah	NR	VV	X		
Green	Brian	BPOT	VV	X		
Grimm	Fred	SOC	PD	X		
Grotenrath	William	KINE	WV	X		
Guilin	Salvador	MATH	PD	X		
Guzman	Jose	PHIL	MT	X		
Hall	Blanca	ESLN	PD	X		
Hamel	Paul	ESLN	PD		X	
Hanes	William	HIST	WV		X	
Hatrak	Yvette	ENG	PD	X		
Hay	Cynthia	VN	PD	X		
Heiskell	Lawrence	BPOT	PD	X		
Henry	James	AGPS	PD	X		
Henry	Stanley	AJ	PD	X		
Hensley	Connie	BPOT	PD	X		
Hernandez	Maximino	ENG	PD	X		
Hernandez	Melissa	COUN	PD	X		
Hernandez	Moises	TASC	PD			X
Herrington	Stephanie	ECE	PD			X
Hertsgaard	Rebecca	PHIL	EV	X		
Hesser	Daniel	BPOT	PD	X		
Hicks	Jeffrey	BPOT	PD	X		
Hollinger	Alan	AGEH	PD	X		
Holloway	Walt	FIRE	PD	X		
Holman	Leonard	PHIL	PD	X		
Holmes	Robert	BUMA	EV	X		
Holmes	Troye	BPOT	PD	X		
Holmquist	Julie	CIS	PD	X		
Holt	Daniel	MUS	VV	X		
Holt	Lindsay	PS	PD	X		
Howard	Jeanne	PSY	PD	X		
Hultgren	Derek	ART	VV	X		
Hummer	Katherine	ESLN	PD	X		
Huntington	Glenn	AGPS	PD		X	

Huntzinger	Jenna	COUN	PD	X		
Hurt	Alan	G	PD			X
Jackson	Laurilie	J	EV	X		
Jackson-Ybarra	Shawon	PS	PD	X		
Jacobson	Mikael	MUS	PD	X		
Jimenez	Albert	BIT	EV	X		
Jingles	Kedra	N	PD	X		
Johansen	Steinar	CS	PD	X		
Johnson	Dennis	ART	EV	X		
Johnson	Andrew	LIBRARY	PD	X		
Jones	Thomas	BPOT	PD			X
Jones	James	TASC	PD	X		
Kang	Shin	EMT	PD			X
Kay	Gabriella	ESLN	PD	X		
Kelsey	M	HS	PD		X	
Kerry	Stern	LIBRARY	EV	X		
Khan	Job	N	PD			X
Killian	Tony	HIST	PD	X		
King	Cynthia	ART	EV	X		
King	Skyler	ESLN	PD	X		
King	Theodora	PSY	PD		X	
Kingsbury	Michael	BUAC	EV	X		
Kirscht	Donna	BUMA	EV	X		
Klein	Maile	DDP	PD	X		
Klinger	Scott	ART	PD	X		
Koenig	Brian	G	PD	X		
Konno	Eddy	BI	PD	X		
Kopec	David	ARCH	PD		X	
Lallman	Adrian	AUTO	PD	X		
Lalova	Zografka	ESLN	PD	X		
Lan	Derek	HIST	MT		X	
Larason	Ronald	ENG	VV	X		
Larkin	Stephen	KINE	PD	X		
Larmon	Kenneth	ESLN	EV	X		
Lawrence	Helen	COUN	WV		X	
Lawrence	Troy	BPOT	PD	X		
Layne	Sylvia	TA	PD	X		
Layne	Joseph	TA	PD	X		
Leduc	Janet	ENG	PD			X

Lege	Gerald	MATH	PD	X		
Lessly	Joyce	COUN	VV	X		
Levitt	Catherine	BUMA	WV	X		
Lewenstein	Jay	ENG	PD			X
Lewis	Tracie	RTV	PD	X		
Lincoln	Katharine	ESLN	MT	X		
Lingle	Neil	AJ	EV	X		
Lippmann	Jay	MATH	EV		X	
Littleton	Brenda	ENG	VV	X		
Litto	Jacqueline	ESLN	PD	X		
Llewelyn Price	Cynthia	COUN	PD	X		
Locke	David	CART	PD		X	
Lopez	Monica	COUN	PD			X
Lopez Garcia	Jacalyn	ART	PD	X		
Loukatos	Debra	ECE	PD			X
Lua	Angel	ESLN	EV	X		
Luyando	Sonia	ESLN	PD	X		
Luyando	Theresa	ESLN	PD		X	
Lyon	Lorraine	RDG	EV		X	
MacIntire	Douglas	PH	PD		X	
Madigan	Christopher	AJ	PD	X		
Maerean	Gabriela	MATH	PD	X		
Magdalena	Zepeda	TASC	PD	X		
Manuel	Jessica	ENG	PD	X		
Martello	Matthew	BPOT	EVC			X
Martin	Dana	ART	VV	X		
Martinez	Alicia	ECE	PD	X		
Martinez	Luis	SPAN	PD	X		
Mason	Charles	ASL	PD	X		
Mason	Kendra	KINE	EV	X		
Mayes	Jeffrey	BUMA	PD	X		
Mayock	Matthew	PHIL	PD	X		
McClain	Barbara	ESLN	VV	X		
McClain	John	ENG	PD	X		
McDonald	Juliette	ECE	EV		X	
McElrath	Tim	KINE	PD	X		
McGuire	Cheryl	ABE	PD	X		
McKail	Michael	SOC	PD	X		
Meyer	Wally	AJ	PD		X	

Middleton	Taryn	AUTO	VV	X		
Miller	Darrell	CART	WV	X		
Miller	Levi	AJ	PD	X		
Milliken-Setser	Robyn	SOC	PD	X		
Mingee	Cheryl	N	VV	X		
Minyard	Applewhite	ENG	VV	X		
Monachello-Prahl	Joann	KINE	PD	X		
Moore	Henrietta	ENG	PD	X		
Morgan	Elizabeth	NR	PD	X		
Morrow	Arthur	ENG	PD	X		
Mosley	Sarah	ECE	VV	X		
Moulin	Maria	SPAN	MT	X		
Mouriquand	Leslie	ANTH	EV	X		
Munroe	Carol	ESLN	PD	X		
Murphy	Joel	ENG	EV	X		
Musselman	Matthew	MATH	PD		X	
Nagy	Jenene	ART	EV	X		
Najafi	Sousan	ABE	EV	X		
Navarrette	Manuela	HS	PD	X		
Nettimi	Balaji	PSY	PD		X	
Nettimi	Jai	VSW	PD	X		
New	Debra	DANC	PD	X		
O'Connell	Dorothy	BUAC	PD	X		
O'Donnell	Sheryl	ESLN	PD	X		
Ogbuchiekwe	Edmund	GEOG	EV	X		
Osisanya	Jodie	N	PD		X	
Parker	Joseph	NR	PD	X		
Parry	Ronald	VSO	PD	X		
Parsons	David	ENG	PD	X		
Patel	Nicole	ESLN	PD	X		
Pellenbarg	Robert	G	PD	X		
Pelletier	Bruce	BIT	PD		X	
Pensiero	Robert	AUTO	PD	X		
Perez	Carlos	BPOT	PD	X		
Perez	Jorge	MATH	PD	X		
Perez	Rosemary	ECE	PD	X		
Peterson	Scott	BPOT	PD	X		
Poland	Arlette	PHIL	PD	X		
Potter	Vanessa	TASC	PD	X		

Powell	James	CIS	EV	X		
Prouty	Keith	AUTO	PD			X
Pryor	Tracy	VN	VV	X		
Puente	Maria	SPAN	PD	X		
Pulido	Monica	COUN	PD	X		
Quattlebaum	Laura	AJ	PD	X		
Radu	Ioan	MATH	PD			X
Radzikowski	Joe	HIST	EV	X		
Rallo	Deanna	LIBRARY	PD	X		
Ramirez	Richard	AUTO	VV	X		
Ramos	Bradley	AJ	PD			X
Reber	Cynthia	HS	PD	X		
Reilley	Denise	CIS	PD	X		
Rentle	Barbara	BPOT	PD	X		
Rescigno	Julie	BUAC	VV	X		
Rice	Sandra	ESLN	PD	X		
Ritchey	Robyn	CM	PD	X		
Rizvanbegovic	Farida	ESLN	PD		X	
Roberts	Joseph	BPOT	PD	X		
Roberts	Debra	TASC	PD		X	
Robertson	David	RTV	PD	X		
Robles	Matthew	NR	EVC/MTC			X
Rodriguez	John	BUAC	PD	X		
Rodriguez	Juanita	ESLN	PD	X		
Rogers	Anne	ENG	PD	X		
Romero	Jose	BUFI	PD		X	
Ros	Jordi	RTV	PD	X		
Rubenstein	Ilene	TASC	PD	X		
Samson	Danae	ENG	PD	X		
Sanchez	Hector	KINE	PD			X
Santucci	Allyson	ABE	VV	X		
Saunders	Daniel	ECON	PD	X		
Schaefer	Christine	COUN	EV		X	
Schmid	James	AGEH	VV	X		
Seichter	Kerri	CIS	PD			X
Shaeps	Lynda	TA	PD	X		
Shakespeare	Ellen	ENG	PD	X		
Shaw	Whitney	SP	PD	X		
Shelly	Dennis	CIS	PD	X		



Short	Roy	AGPS	PD	X		
Siciliano	Fiorentino	MATH	PD	X		
Simpson	Rebecca	HIST	PD	X		
Slade	Mary	ANTH	EV	X		
Slusser	Donald	SP	VV	X		
Smith	Monique	PSY	VV	X		
Smith	Scott	MUS	PD	X		
Smith	Stacy	HS	PD	X		
Sparling	Jenn	COUN	PD	X		
Spence	Cynthia	ENG	PD	X		
Spencer	Andria	ENG	PD	X		
Spurgin	Kurt	HS	PD			X
Stegeman	Pamela	BUMA	PD	X		
Stephens	Samantha	UB COUN	PD	X		
Step toe	Jack	VSO	VV	X		
Stewart	Kay	KINE	PD			X
Strain	Jennifer	N	PD	X		
Stupin	Mary	MUS	PD	X		
Styles	Duane	ASL	PD	X		
Taft	Leslie	KINE	PD	X		
Tanner	Andrew	BPOT	PD	X		
Tardy	Chloette	MATH	PD	X		
Tatsumi	Cindy	HS	PD	X		
Taylor	Frank	BPOT	PD	X		
Tennesen	Margaret	ART	PD	X		
Thomas	Kenneth	VSM	PD	X		
Thompson	Matthew	TA	PD	X		
Thompson	Melissa	ECE	PD	X		
Toland	Denise	ENG	VV	X		
Toyooka Smith	Yuki	ART	VV	X		
Tran Le	Jackie	MATH	PD	X		
Turner	Jerry	PSY	PD	X		
Uhlhorn	Brianna	ECE	PD	X		
Vaca	Eduardo	AGBU	WV	X		
Valenzuela	David	ART	EV	X		
Varga	Julius	AUTO	PD	X		
Veloz	Anna-Marie	ART	PD	X		
Verive	Anthony	ECE	PD	X		
Vineyard	Rebecca	KINE	PD	X		

Viveros	Henry	VSO	EV	X		
Voda	David	ENG	PD	X		
Waddell	Daniel	MUS	PD	X		
Waddell	James	PHIL	PD	X		
Waggoner	Jean	ENG	PD	X		
Walker	Gary	SP	PD	X		
Walker	Rosanna	ENG	VV	X		
Walsh	Eileen	HIST	PD	X		
Warren	Renisha	COUN	VV	X		
Weatherup	Elle	ENG	VV	X		
Weaver	Diana	HS	PD			X
Weber	Candice	NR	PD	X		
Wegman	Whitney	TA	PD	X		
Welker	John	VSM	PD	X		
Weston	Aubrey	BUAC	PD	X		
White-Elliott	Cassundra	ENG	PD	X		
Whitehill	Caroline	G	PD	X		
Wickstrand	Christi	COUN	PD	X		
Williams	Gary	CIS	EV	X		
Willis	Troy	BPOT	PD			X
Willison	Christopher	BPOT	EV	X		
Zappia	Dominic	HIST	PD	X		
Zepeda	Isidro	ESLN	PD	X		
Zionts	Richard	PHIL	VV	X		

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 2**

**AREA:** Human Resources

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

**TITLE: APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN THE DESERT COMMUNITY COLLEGE DISTRICT AND THE  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 407  
(CSEA)**

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On February 16, 2016 a Memorandum of Understanding was reached between Desert Community College District and California School Employees Association per the attached new job description:

- New job description for Scholarship Specialist

[\\*Details on COD Website](#)

**FISCAL IMPLICATION:**

Associated costs will be covered by the current budget.

**RECOMMENDATION:**

Board of Trustees approves the MOU as presented, pending ratification by CSEA.

<b>Administrator Initiating Item: Diane Wirth</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Administrative Services

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

**TITLE: PURCHASE ORDERS AND CONTRACTS FOR SUPPLIES, SERVICES AND  
CONSTRUCTION**

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**BACKGROUND:**

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **February 29, 2016** as follows:

A. Purchase Orders in excess of \$25,000

In the aggregated amount of \$117,874.07, as presented. [Details on COD Website](#)

B. Open Purchase Orders in excess of \$25,000

No items to report this month.

C. Contracts in excess of \$25,000

No items to report this month.

D. Purchase Orders and Contracts that do not exceed \$25,000

In the aggregated amount of \$678,006.79, as presented. **Note that the report includes all purchase orders and contracts including those reported above.** [Details on COD Website](#)

**FISCAL IMPLICATIONS:**

All purchase orders and contracts are appropriately funded from unrestricted or restricted sources, as confirmed during the process of preparation of the documentation.

**RECOMMENDATION:**

Board of Trustees ratifies or approves, as appropriate, purchase orders and contracts as presented.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 2**

**AREA:** Administrative Services

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

**TITLE: WARRANTS**

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**BACKGROUND:**

Board action is required to ratify District warrants under AP 6300(a).

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District budget.

**RECOMMENDATION:**

Board of Trustees ratifies the warrants in the amount of \$1,854,294.02, as presented.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 3**

**AREA:** Administrative Services

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

**TITLE: APPROVAL OF CONTRACTS/AGREEMENTS AND AMENDMENTS**

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**BACKGROUND:**

Each month the Fiscal Services Office submits contracts/agreements and/or amendments for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an agreement.

In the case of contracting with professional firms, the District often goes through a process of prequalification based on status, work history, suitability for the work required, and fees. Contracts are subsequently awarded from within the prequalified group of firms. Such is the case with the listed contracts that are part of the Bond Program.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

The contracts are put through an approval process which includes verification of funds available in the budget.

**RECOMMENDATION:**

Board of Trustees approves and/or ratifies the contracts/agreements and amendments as presented.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 4**

**AREA:** Administrative Services

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

**TITLE: PAYROLL #8**

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**BACKGROUND:**

Board action is required to ratify the District payroll under AP 6300(a).

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District budget.

**RECOMMENDATION:**

Board of Trustees ratifies Payroll #8 in the amount of \$3,208,778.39, as follows:

Certificated:	\$2,064,178.30
Classified:	<u>\$1,144,600.09</u>
	\$3,208,778.39

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 5**

**AREA:** Administrative Services

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

**TITLE: OUT-OF-STATE/COUNTRY TRAVEL**

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**BACKGROUND:**

Board Policy and Procedure #7400 establishes procedures for reimbursement for out-of-state/country travel expenses; and according to the California Education Code Section 87032, the Board of Trustees must formally approve out-of-state travel.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Travel expenses will be paid from Restricted and Unrestricted budget accounts.

**RECOMMENDATION:**

Board of Trustees approves and/or ratifies the out-of-state travel requests for the individuals listed on the attachment.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 6**

**AREA:** Administrative Services

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

**TITLE: BUDGET TRANSFERS**

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**BACKGROUND:**

Throughout the year, budget transfers are used for modification of a school budget to properly cover expenditures in the appropriate line item accounts. Board approval is required for the transfer of funds. Per Title 5, transfers from the reserve for contingencies (object 7900) must be approved by a two-thirds vote while other transfers only need approval by a majority vote.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

Board of Trustees approves the budget transfers presented by simple majority vote.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair and Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 7**

**AREA:** Administrative Services

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

**TITLE: AMENDMENT TO A CONTRACT – MEASURE B  
BOND PROJECT**

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**BACKGROUND:**

Each month the Bond Office submits amendments to Measure B Bond contracts for Board approval. Because the Board meets only once per month, there are frequently periods and circumstances which do not allow for Board approval prior to entering into an amendment.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Compensation for additional services are an increase in the amount not to exceed \$4,300.00 and are funded by proceeds from Measure B Bonds.

**RECOMMENDATION:**

Board of Trustees approves the amendment to the contract listed on the attachment.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Student Success & Student Learning

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

**TITLE: APPROVAL OF COURSES AND PROGRAMS  
APPROVED BY CURRICULUM COMMITTEE**

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**BACKGROUND:**

The Curriculum Committee approved courses and programs for the College curriculum to be effective for Fall 2016.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees approves new courses and programs for Fall 2016.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 2**

**AREA:** Student Success & Student Learning

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

**TITLE: APPROVAL OF WORK EXPERIENCE COURSES  
APPROVED BY CURRICULUM COMMITTEE**

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**BACKGROUND:**

The Curriculum Committee approved Work Experience courses for the College curriculum to be effective for Fall 2016.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees approves new Work Experience courses for Fall 2016.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review:</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Board of Trustees

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

**TITLE: APPROVAL OF BOARD POLICY 5700  
INTERCOLLEGIATE ATHLETICS – 1<sup>st</sup> Reading**

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**BACKGROUND:**

The following policies have been reviewed and approved by the President’s Executive Cabinet, as well as College Planning Council:

- Board Policy 5700 Intercollegiate Athletics
  - [Redlined Version](#)
  - [Clean Version](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

Board of Trustees approves the policy for a first reading.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 2**

**AREA:** Board of Trustees

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

**TITLE: APPROVAL OF EMERITUS STATUS**

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**BACKGROUND:**

Edward “Ted” Grofer has been voted to Emeritus Status within his school and that nomination in turn has been unanimously approved by Academic Senate at their meeting of November 12, 2015.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

There is no cost to the District.

**RECOMMENDATION:**

Board of Trustees approves the nomination for Emeritus Status for Edward “Ted” Grofer as presented.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** President

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

**TITLE: POST-SABBATICAL LEAVE VERBAL  
REPORT: CHRISTEN SMITH**

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**BACKGROUND:**

Christen Smith, Professor of English as a Second Language: Received sabbatical approval from the Board of Trustees on April 17, 2014.

Purpose of the Sabbatical: Addressing the student success needs of online students at College of the Desert. Purpose of the sabbatical was to complete e-Learning certificate course work in the Master of Educational Instructional Technology at CSUSB, with a research emphasis on Basic Skills, Second Language Learners, and Hispanic online students; and develop online Basic Skills English and ESL course shells to share with faculty at College of the Desert.

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees approves the post-sabbatical leave report as presented.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Administrative Services

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

**TITLE: BUDGET REVISIONS**

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**BACKGROUND:**

All Budget revisions must be made in accordance with the provisions of California Code of Regulations Title 5, Sections 58307 and 58308, and processed using the documentation as provided to the Riverside County Office of Education and in compliance with applicable district policies and guidelines including Resolution #071615-4 Budget Revisions, Adjustments and Transfers that was adopted by the Board at their regular meeting on July 16, 2015.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Budget revisions as presented.

**RECOMMENDATION:**

Board of Trustees approves the 2015-2016 budget revisions as presented.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 2**

**AREA:** Administrative Services

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

**TITLE: RESOLUTION #031816-1 OF THE BOARD OF TRUSTEES OF THE DESERT COMMUNITY COLLEGE DISTRICT APPROVING A FISCAL AGENT AGREEMENT AND DIRECTING THE TRANSFER OF BOND FUNDS**

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**BACKGROUND:**

Desert Community College District has previously issued its \$57,850,000 of General Obligation Bonds, Election of 2004, Series 2007B (the "2007 Bonds"). Upon the issuance of the 2007 Bonds, the District, Riverside County and U.S. Bank National Association (Fiscal Agent) entered into a Fiscal Agent Agreement, dated December 20, 2007, regarding the investment of proceeds of the 2007 Bonds. The proceeds of the 2007 Bonds were invested by the Fiscal Agent in accordance with the terms of the 2007 Agreement. In 2013 and 2015, the District directed the transfer of the unspent proceeds of the 2007 Bonds held by the Fiscal Agent to the County Treasurer's Pooled Investment Fund, which resulted in the termination of the 2007 Agreement. The County Treasurer currently holds the proceeds of the 2007 Bonds. The District desires to re-invest the proceeds of the 2007 Bonds with the Fiscal Agent pursuant to the advice of Bond Counsel and District's independent investment advisor. The District desires to direct the County Treasurer to re-deposit the proceeds of the 2007 Bonds with the Fiscal Agent pursuant to the terms of a new Fiscal Agent Agreement by and among the District, the County and the Fiscal Agent.

[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Consulting fees will be paid from Bond Proceeds/Redevelopment Funds.

**RECOMMENDATION:**

Board of Trustees adopts Resolution #031816-1 of the Board of Trustees of the Desert Community College District Approving a Fiscal Agent Agreement and Directing the Transfer of Bond Funds.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/3/2016</b> <b>Chair &amp; Vice Chair Review: 3/4/2016</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/18/2016  
ITEM #: 1**

**AREA:** Board of Trustees

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

**TITLE: REVIEW OF ADMINISTRATIVE PROCEDURE  
5700 INTERCOLLEGIATE ATHLETICS**

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**BACKGROUND:**

The following administrative procedure has been reviewed and approved by the President's Executive Cabinet and the College Planning Council.

- Administrative Procedure 5700 Intercollegiate Athletics
  - [Redlined Version](#)
  - [Clean Version](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Receive the procedure for review and information as presented.

<b>Administrator Initiating Item: Joel L. Kinnamon</b>	<b>Cabinet Review &amp; Approval: 3/3/2016 Chair &amp; Vice Chair Review: 3/4/2016</b>
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