

# 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 21, 2014**  
**TIME: 9:30 A.M.**  
**LOCATION: 43500 MONTEREY AVE., PALM DESERT, CA**  
**CRAVENS MULTI-PURPOSE 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 21, 2014, with any additions, corrections, or deletions.**

**III. CLOSED SESSION: 9:35 a.m. to 10:15 a.m. and 12:00 p.m. to 1:30 p.m. 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: Mr. Stan Dupree

**2. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION:**

**Section 54956.9 (d)(2/3/4)** Specify number of potential cases: 6

**3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669 330 047, 611 211 002, 611 211 008, 611 211 009, 611 211 010, 611 211 015, 717 270 016, 717 270 017, 717 270 020, 717 270 227, 502 190 003, 502 190 004, 502 190 008, 502 190 015, 502 190 019, 502 190 020

Agency Negotiator or Designee: Dr. Joel Kinnamon

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

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

Closed session report (if any)

**V. 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.**

**VI. APPROVE THE MINUTES OF:**

Regular meeting of February 12, 2014. ([Details on COD Website](#))

**VII. REPORTS**

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

**VIII. 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: Day of Silence

**B. HUMAN RESOURCES**

1. Employment Group C Appointments
2. Employment Group A Appointments
3. Resignation – Classified
4. Volunteers
5. New Job Descriptions
6. Working Out-of-Class
7. 60-Day Layoff Notice
8. Early Retirement Incentive Program

**C. ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services and Construction
2. Warrants
3. Payroll #8
4. Gifts/Donations to the District
5. Out-of-State/Country Travel
6. International Education Program Recruiting Agreements
7. Electric Vehicle Program Agreement with the City of Palm Desert
8. Change Orders – Measure B Bond Projects
9. Notice of Completion – Measure B Bond Project

**D. STUDENT SUCCESS AND STUDENT LEARNING**

1. Approval of Curriculum Modifications for Fall 2014

**IX. INTRODUCTION OF NEW FULL-TIME STAFF**

**X. ACTION AGENDA**

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

**B. PRESIDENT**

1. Receive the Accreditation Follow-Up and Mid-Term Reports for a First Reading

**C. ADMINISTRATIVE SERVICES**

1. Public Hearing Categorical Flexibility For Fiscal Year 2013-2014

2. Adoption of Resolution #032114-1 Categorical Flexibility for Fiscal Year 2013-2014
3. Public Hearing Regarding Energy Conservation Contract
4. Adoption of Resolution #032114-2 Agreement for Energy Conservation Services
5. Adoption of Resolution #032114-3 Public Agency Retirement Services (PARS) Supplementary Retirement Plan and Approve Agreement with PARS
6. Adoption of Resolution #032114-4 of the Board of Trustees of the Desert Community College District Approving, Authorizing and Directing Execution and Delivery by the District of Documentation (including Lease Documents to and from the Desert College Financing Corp. in connection with the Financing and Refinancing of the Construction and Development of a Certain District Facility in Indio and Authorizing and Directing the Execution of Necessary Documents and Taking Certain Actions with Respect Thereto)

**XI. STUDY SESSION 1:30**

1. Board Self-Evaluation
2. Accreditation Follow-Up & Mid-Term Reports
3. Community College Survey of Student Engagement Data (CCSSE) Report

**XII. INFORMATION**

1. CCCT Board Elections

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

**XIV. ADJOURN**

**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** Board of Trustees

**TITLE: PROCLAMATION: DAY OF SILENCE**

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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> |
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**BACKGROUND:**

**DAY OF SILENCE:** At College of the Desert we are privileged to have both employees and students representing the lesbian, gay, bisexual and transgender community. Their high standards and ideals continue to enhance the programs at the college. The proclamation designating April 11, 2014 as the Day of Silence provides the opportunity to recognize their importance to College of the Desert and our educational programs.

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

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

The Board of Trustees of the Desert Community College District proclaim April 11, 2014 as a Day of Silence.

<b>Administrator Initiating Item: Becky Broughton</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** Human Resources

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**TITLE: EMPLOYMENT GROUP C APPOINTMENTS**

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**BACKGROUND:**

Under AP 6300(a), the undernoted appointments included in Group C have been made as noted.

Classified/Substitute/Temporary employees in an aggregate amount of \$12,824. ([Details on COD website](#))

Faculty stipend in aggregate amount of \$8,120. ([Details on COD website](#))

Adjunct salary/stipend in aggregate amount of \$73,407. ([Details on COD website](#))

Student Workers/Tutors in the aggregate amount of \$91,857. ([Details on COD website](#))

Contract/Non-affiliated in the aggregated amount of \$10,000. ([Details on COD website](#))

**FISCAL IMPLICATIONS:**

All positions are fully funded as noted on details in the Board portal.

**RECOMMENDATION:**

Board of Trustees approves or ratifies, as appropriate, the appointments as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 2**

**AREA:** Human Resources

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<input type="checkbox"/> <b>ACTION</b>
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**TITLE: EMPLOYMENT GROUP A APPOINTMENTS**

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**BACKGROUND:**

**Leadership:**

1. Mr. Gene Durand has been appointed to a vacated position as Interim Employee & Labor Relations Manager, effective 2/13/14. Placement on Range VI of the Leadership Salary Schedule is at Step 8.
2. Mr. Dean Dowty has been appointed to Head Football Coach, Athletics, School of Health Sciences & Education, effective 3/1/14. Placement on Range VIII of the Leadership Salary Schedule is at Step 6.

**Classified:**

3. Mr. Augusto Garza has been appointed to a vacated position of Full-Time Security Officer, Security Department/Administrative Services, effective 2/17/14. Placement on Range 9 of the Classified salary schedule is at Step C.
4. Ms. Bobbie Weigel has been appointed to a vacated Full-Time Security Officer, Security Department/Administrative Services, effective 2/17/14. Placement on Range 9 of the Classified salary schedule is at Step D.
5. Mr. Ruben Martinez has been appointed to a new position of Part-Time Custodian-Indio Campus, Maintenance & Operations/Administrative Services, effective 2/18/14. Placement on Range 8 of the Classified salary schedule is at Step A.
6. Ms. Marisela Rosales has been appointed to a vacated position of Full-Time Admissions & Records Specialist, effective 3/5/14. Placement on Range 11 of the Classified salary schedule is at Step C.

7. Mr. Juan Marquez has been appointed to a vacated position of Part-Time Custodian, Maintenance & Operations/Administrative Services, effective 3/17/14. Placement on Range 8 of the Classified salary schedule is at Step A.
8. Ms. Sai Vang has been appointed to a new position of Executive Administrative Assistant, Institutional Effectiveness, Education Services & Planning, effective 3/10/14. Placement on Range 14 of the Classified salary schedule is at Step A.

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

**FISCAL IMPLICATIONS:**

All positions are funded by unrestricted funds.

**RECOMMENDATION:**

Board of Trustees ratifies appointments as presented.

<b>Administrator Initiating Item: Stan Dupree</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 3**

**AREA:** Human Resources

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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> |
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**TITLE: RESIGNATION - CLASSIFIED**

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**BACKGROUND:**

Ms. Beatrice Esparza, Secretary/Bilingual, PaCE, has resigned from her position effective 2/7/14.

**FISCAL IMPLICATION:**

Position is fully funded from restricted funds.

**RECOMMENDATION:**

Board of Trustees ratifies resignation as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 4**

**AREA:** Human Resources

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

**TITLE: VOLUNTEERS**

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**BACKGROUND:**

Jake Peralta – Work Experience/Radio-TV  
Yesenia Gonzales Sanchez – Child Development Center  
Andrew Sheriff – Music  
Caitlin Crawford – Theatre Arts  
Stephanie Sperling – Theatre Arts  
Ana Rangel – Theatre Arts  
Karen Schmitt – Theatre Make Up Class  
Linden Longoria – Theatre Make Up Class  
Estela Cazarez - Child Development Center  
Caroline Redmon – Health Student Services

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Board of Trustees ratifies volunteer as presented.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 5**

**AREA:** Human Resources

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| <input checked="" type="checkbox"/> <b>CONSENT</b> |
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**TITLE: NEW JOB DESCRIPTIONS - LEADERSHIP**

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**BACKGROUND:**

To approve the new Leadership job descriptions for the position listed below:

- Executive Administrative Assistant/Confidential (to Executive VP; to VP; to Executive Director, H.R.)
- Human Resources Operations Manager
- Human Resources Employment Manager

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Positions are funded by unrestricted funds.

**RECOMMENDATION:**

Board of Trustees approves the new job descriptions.

<b>Administrator Initiating Item: Stan Dupree</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 6**

**AREA:** Human Resources

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

**TITLE: WORKING OUT-OF-CLASS**

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**BACKGROUND:**

Mr. Sam Sternman has been working out-of-class in his position of HR Tech Manager, Human Resources, as Mr. Sternman has been working in several different capacities since 11/1/13. During the period 11/1/13 – 12/31/13, he took on the duties of Risk Management Officer, adding many hours per week to his already busy schedule. Since 1/1/14, he has also taken on about 50% of the HR & Labor Relations Manager duties as well as the duties of a former temporary recruiter. This is a temporary out-of-class assignment while HR is in the process of reorganizing the assigned duties of several employees.

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

**FISCAL IMPLICATIONS:**

This position is funded by unrestricted funds.

**RECOMMENDATION:**

Board of Trustees ratifies the working out-of-class.

<b>Administrator Initiating Item:</b> Stan Dupree	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 7**

**AREA:** Human Resources

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

**TITLE: CLASSIFIED – 60-DAY LAYOFF NOTICE  
RESOLUTION #032114-5**

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**BACKGROUND:**

WHEREAS, Education Code sections 88001, 88014, 88015, 88017, 88117, and 88127 authorized the College to layoff classified employees for lack of work and lack of funds upon 60 days prior notice; and

WHEREAS, it is the determination of the Board of Trustees that it is in the district's best interest, due to lack of work and/or lack of funds, that certain services now being provided by the district must be reduced;

NOW, THEREFORE, BE IT RESOLVED that the following classified positions be discontinued:

**1 Administrative Assistant**

BE IT FURTHER RESOLVED that the College President/Superintendent be and hereby is authorized and directed to give notices of termination of employment to the affected employee(s) of this district pursuant to district rules and regulations, any applicable collective bargaining agreement and applicable provisions of the Education Code not later than sixty (60) days prior to the effective date of such reduction or discountenance as set forth above.

BE IT FURTHER RESOLVED that the College President/Superintendent be authorized and directed to take any other actions necessary to effectuate the intent of this resolution.

**FISCAL IMPLICATIONS:**

These positions are fully funded through restricted funds and it is uncertain whether new funding will be offered.

**RECOMMENDATION:**

Board of Trustees adopts the resolution for the 60-day layoff notice for the above position.

<b>Administrator Initiating Item: Stan Dupree</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 8**

**AREA:** Human Resources

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

**TITLE: EARLY RETIREMENT INCENTIVE PROGRAM**

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**BACKGROUND:**

The District is considering providing an early retirement incentive to its employees who meet certain criteria (primarily age and years in service at the college). Attached is a letter sent to all eligible employees on 2/21/14. This letter contains the basic information related to the incentive. Please note that the District has not made a final determination regarding whether to provide the incentive. That decision will be made after we know the number of people who would accept the incentive and we have made our final cost/benefit analysis.

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

**FISCAL IMPLICATIONS:**

To be determined.

**RECOMMENDATION:**

Board of Trustees approves the continued exploration of this program.

<b>Administrator Initiating Item: Stan Dupree</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** Administrative Services

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

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

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**BACKGROUND:**

Under AP 6300(a), purchase orders have been issued and contracts have been executed for the period **February 28, 2014** as follows:

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

In the aggregated amount of \$103,155.93, as presented. ([Details on COD Website](#))

b. Open Purchase Orders

In the aggregated amount of \$36,241.00, as presented. ([Details on COD Website](#))

c. Contracts in excess of \$25,000

In the aggregated amount of \$366,421.82, as presented. ([Details on COD Website](#))

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

In the aggregated amount of \$1,032,975.44, as presented. ([Details on COD Website](#))

**Note that the report includes all purchase orders and contracts including those reported above.**

**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> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 2**

**AREA:** Administrative Services

**TITLE: WARRANTS**

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

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**BACKGROUND:**

Board action is required to ratify District warrants under AP 6300(a). Details of all warrants are posted on the [COD Website](#).

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District budget.

**RECOMMENDATION:**

Board of Trustees ratifies the warrants in the amount of \$10,184,080.81 as presented.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 3**

**AREA:** Administrative Services

<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 \$2,465,332.74 as follows:

Certificated:	\$1,402,413.21
Classified:	<u>\$1,062,919.53</u>
	\$2,465,332.74

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 4**

**AREA:** Administrative Services

<input checked="" type="checkbox"/> <b>CONSENT</b>
<input type="checkbox"/> <b>ACTION</b>
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**TITLE: GIFTS/DONATIONS TO THE DISTRICT**

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**BACKGROUND:**

- Novajet 880 and Novajet 850 fine art reproduction printers donated to the School of Arts and Sciences by Ms. Elizabeth Wood Coldicutt, President of Caroline Victoria Arts Foundation, Rancho Mirage, CA. These items will be utilized by students in the art department.
- Used medical equipment donated to the School of Health Sciences and Education by an anonymous donor. This item will be utilized by students in the nursing lab.

**FISCAL IMPLICATIONS:**

These expenditures are in conformance with the District's budget.

**RECOMMENDATION:**

Board of Trustees accepts donations to the District and a letter of appreciation will be sent to the donor by the Office of the President.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 5**

**AREA:** Administrative Services

<input checked="" type="checkbox"/> <b>CONSENT</b>
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**TITLE: OUT-OF-STATE/COUNTRY TRAVEL**

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**BACKGROUND:**

1. Student Success & Student Learning – Dr. Wendy Hinrichs Sanders, Professor in Early Childhood Education, School of Health Sciences and Education, to attend the Association for Childhood Education International (ACEI) Global Summit on Childhood in Vancouver, BC, Canada, April 10-14, 2014.

The Global Summit on Childhood, a program within the Decade for Childhood, will provide a platform for interdisciplinary dialogue among the global community about the experience of childhood. Participants and presenters will explore the current state of childhood, including issues affecting education and mental and physical well-being, from international, cross-cultural, and cross-disciplinary perspectives. Ms. Sanders is giving a presentation entitled “Social Development and the Formation of Compassion with Interactive Developmental Processes”

*Fiscal Implications:* Costs estimated at \$2,000.00 and will be funded by an unrestricted source (District’s School of Health Sciences & Education travel budget).

2. Student Success & Student Learning – Dr. Kelly Hall, Associate Professor in Business, School of Applied Sciences and Business, to attend The Science of Smarter Minds: Teaching to Think, Create and Innovate for School and Careers Conference in New York, NY, May 8-10, 2014.

This conference is sponsored by Learning & the Brain, an organization that provides educational conferences on the latest research in neuroscience and psychology and their potential applications to education. This conference focuses on translating research in the fields of brain, cognitive and mind sciences into strategies and mechanisms to teach the skills students need to meet today’s new standards, curriculum and careers.

Conference learning objectives include: The need for schools to create creative problem solvers; how to develop smarter thinking in students and classrooms; ways to promote critical and creative thinking skills in students; strategies to improve math and scientific thinking and learning; the science behind thinking, reasoning, insight, art and creativity; linking the Arts, tinkering and spatial skills to future innovations; cognitive tools for improving insight, reflection and imagination; using “smart” machines with smart students for problem solving; connections

between intelligence, memory, genes and IQ tests; and combining Common Core, deep thinking, reading and writing.

*Fiscal Implications:* Costs estimated at \$2,600.00 and will be funded by an unrestricted source (District's School of Applied Sciences and Business travel funds).

3. Student Success & Student Learning – Dr. Kelly Hall, Associate Professor in Business, and Ms. Julie Rescigno, Adjunct Faculty in Accounting, School of Applied Sciences and Business, to attend Prentice Hall Accounting Symposium for Educators in New Orleans, LA, May 15-17, 2014.

This conference is designed to facilitate the exchange of best practices and discussions around emerging ideas, technologies, and innovation in the accounting curriculum. This two day experience also provides an opportunity to meet and connect with other accounting educators from colleges and universities nationwide.

*Fiscal Implications:* Costs estimated at \$1,900.00 each and will be funded from a restricted source (VTEA Funds).

4. Student Success & Student Learning – Ms. Linda Emerson, Associate Professor in Psychology, and Ms. Chris Jones-Cage, Associate Professor in Psychology, School of Arts and Sciences, to attend the Western Psychological Association 94<sup>th</sup> Annual Convention in Portland, OR, April 24-27, 2014.

This annual conference features major experts in many areas of psychology. The convention is an opportunity to network with other workers in the field of research, teaching, and substance abuse. It will provide an opportunity to network and currency in the field. In addition, there will be opportunities to meet students and professors from other colleges who share mutual interests in teaching and learning.

*Fiscal Implications:* Costs estimated at \$1,200.00 each and will be funded from two restricted sources (Faculty Development and Perkins Funds).

5. Student Success & Student Learning – Mr. George Brown, Full-Time Instructor in Heating, Air Conditioning and Ventilation, and Mr. Hector Tejada, Adjunct Faculty in Heating, Air Conditioning and Ventilation, School of Applied Sciences and Business, to attend the HVACR (Heating, Ventilation, Air Conditioning and Refrigeration) Educators and Trainers Conference 2014 in Las Vegas, NV, March 30-April 2, 2014.

This conference will continue the knowledge and education of new and current industry standards. By continuing this education, curriculum will be maintained that will keep students up to date on current, new and upcoming technology, industry regulations, field practices, and more. In networking with other instructors and industry leaders we can also maintain an awareness of available curriculums that will best suit our students' needs as well as the needs of our community.

By participating in this event it will satisfy CEUs towards the maintenance of NATE certification. Attendees will have the opportunity to test their knowledge and see how well they are preparing their students, as HVACR [educator credentialing exams](#) will be offered free of charge.

Any and all information pertinent to improving our program will be shared with colleagues in an open forum/meeting where we can discuss improvements. Materials collected at the event will also be brought back and shared as well.

*Fiscal Implications:* Costs estimated at \$1,000.00 each and will be funded by two restricted sources (Faculty Development and Perkins Funds).

6. Student Success & Student Learning – Dr. Daniel Martinez, Director, Institutional Research, to attend the Association for Institutional Research (AIR) Forum 2014 Conference in Orlando, FL, May 27-30, 2014.

The AIR Forum is the world's largest gathering of higher education professionals working in institutional research, assessment, planning and related postsecondary education fields. This four-day conference includes more than 400 presentations by colleagues representing all sectors of higher education and an exhibit hall featuring the latest tools and resources to support data use for decision making.

*Fiscal Implications:* Costs estimated at \$2,000.00 and will be funded by an unrestricted source (District's Institutional Effectiveness, Educational Services & Planning travel funds).

7. President – Dr. Joel L. Kinnamon, President, to attend the American Association of Community Colleges Annual Convention in Washington, D.C., April 5-8, 2014.

This is the premiere event for community college leaders and offers unprecedented professional development as well as the opportunity to network, share, and learn from professionals in the fields of education, business and industry and the government sector.

*Fiscal Implications:* Costs estimated at \$3,061.00 and will be funded by an unrestricted source (District's President travel fund).

**RECOMMENDATION:**

Board of Trustees approves and/or ratifies the out-of-state/country travel request for the individuals listed.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 6**

**AREA:** Administrative Services

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

**TITLE: INTERNATIONAL EDUCATION PROGRAM  
RECRUITING AGREEMENTS**

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**BACKGROUND:**

The International Education Program agreements\* are entered into for the recruiting of students from foreign countries to College of the Desert/Intensive English Academy as follows:

US College Connections  
Education Zone

Japan  
the Middle East

US College Connections and Education Zone will actively market the programs of College of the Desert and the Intensive English Academy in Japan and the Middle East; Promote the College and the Intensive English Academy in accordance with their policies and procedures and assist in the completion of the application process for interested students; Provide accurate and complete information about the College and/or the Intensive English Academy and the Palm Desert area; and Obtain approval for all advertisements that use the College and/or the Intensive English Academy name.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

Fees payable are:

- One-time marketing fee of \$700.00 for each student recruited
- \$750.00 for each student who enrolls in the Intensive English Academy 16 week program.
- \$400.00 for each student who enrolls in the Intensive English Academy 8 week program.
- \$470.00 for each student who enrolls in the Intensive English Academy Summer Accelerated program.
- \$700.00 for each student who enrolled in the Intensive English Academy who then enrolls in College of the Desert.
- A volume bonus based on the total number of new enrollments for one academic year (summer through spring sessions). The volume bonus will be paid based on the following breakdown:
  - Referral and Enrollment of 3 – 5 students \$1000
  - Referral and Enrollment of 6 – 9 students \$2000

- Referral and Enrollment of 10 or more \$3000

These fees are funded from a restricted source (International Education Program funds).

**RECOMMENDATION:**

Board of Trustees approves the International Education Program agreements for recruiting of students from foreign countries to College of the Desert/Intensive English Academy.

<b>Administrator Initiating Item:</b> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
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: ELECTRIC VEHICLE PROGRAM AGREEMENT  
WITH THE CITY OF PALM DESERT**

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**BACKGROUND:**

The City of Palm Desert has received a grant from the Mobile Source Air Pollution Reduction Review Committee to undertake the deployment of electric vehicle charging infrastructure (EV Project) and desires to deploy electric vehicle Chargers at strategic locations as part of the EV Project, including commercial and university locations.

Contingent upon the City of Palm Desert's sole discretion in determining that it has sufficient funds through the Grant and other Palm Desert Sources of funding and upon the terms and condition set forth in the Agreement\*, the City agrees to provide College of the Desert one (1) Level 2 Electric Vehicle Supply Equipment Charger.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

The City of Palm Desert will bear all direct costs associated with the design, construction, purchase, delivery, signage, installation and initial setup of the Charger at the site, based on available funding to perform necessary work to install the Charger.

**RECOMMENDATION:**

Board of Trustees approves the Agreement with the City of Palm Desert for the Electric Vehicle Program. The term of the Agreement shall commence on the Effective Date of the Agreement and shall end on the five (5) year anniversary of the Operational Date. It is further recommended that the Board authorizes the Vice President, Administrative Services, to execute the Agreement and any future augmentations or amendments to the agreement on behalf of the District.

<b>Administrator Initiating Item:</b> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 8**

**AREA:** Administrative Services

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

**TITLE: CHANGE ORDERS – MEASURE B BOND  
PROJECTS**

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**BACKGROUND:**

1. Change Order #2 to the contract with Communication Wiring Specialists, Inc. for the Visual Arts Project is in the amount of \$4,836.90 for the costs for labor and material to incorporate additional data outlets and cabling to the 2D lab, painting lab, photo lab and printmaking lab for computers and printers. This change order amends the contract total from \$190,186.76 to \$195,023.66 and remains within the 10% allowed for changes.
2. Change Order #2 to the contract with Roy E. Whitehead, Inc. for the Visual Arts Project is in the amount of \$4,205.25 for costs associated with the addition of a screen dryer cabinet in the printmaking/screen printing lab 16. his change order amends the contract total from \$94,415.48 to \$98,620.73 and remains within the 10% allowed for changes.
3. Change Order #5 to the contract with Oakview Constructors, Inc. for the Child Development Center Project is in the amount of \$19,627.00 for the incorporation of various scope modifications into the project. Please see attached \*Exhibit “H” for detailed description. This change order amends the contract total from \$4,380,568.22 to 4,400,195.22 and remains within the 10% allowed for changes.

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

**FISCAL IMPLICATIONS:**

These projects are funded by proceeds from Measure B Bonds and remain within budget.

**RECOMMENDATION:**

Board of Trustees approves the Change Orders listed above.

<b>Administrator Initiating Item:</b> Lisa Howell	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 9**

**AREA:** Administrative Services

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

**TITLE: NOTICE OF COMPLETION – MEASURE B BOND  
PROJECT**

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**BACKGROUND:**

1. The contract with Oakview Constructors, Inc. for the East Valley Campus - Indio Project – Structural Steel & Steel Reinforcement is complete as of December 31, 2013 and must be formally accepted by the Board. Notice has been filed with the County Clerk’s Office as required by code.

**FISCAL IMPLICATIONS:**

These projects are funded by proceeds from Measure B Bonds and remain within budget.

**RECOMMENDATION:**

Board of Trustees accepts the contract that is listed above for a specific Measure B Bond Project as complete.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** Student Success & Student Learning

**TITLE: APPROVAL OF CURRICULUM  
MODIFICATIONS FOR FALL 2014**

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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> |
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**BACKGROUND:**

The Curriculum Committee approved modifications to the College curriculum to be effective for Fall 2014. ([Details on COD website](#))

**FISCAL IMPLICATIONS:**

There is no cost to the District

**RECOMMENDATION:**

The Board of Trustees approves the curriculum modifications for Fall 2014.

<b>Administrator Initiating Item:</b> Anna Davies	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** President

**TITLE: ACCREDITATION FOLLOW-UP  
AND MID-TERM REPORTS – FIRST READING**

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

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**BACKGROUND:**

The Accrediting Commission for Community and Junior Colleges took action to reaffirm accreditation for College of the Desert with a requirement the College complete a follow-up report be submitted by March 15, 2014.

An Accreditation Taskforce was made up of faculty appointed by the Academic Senate, staff appointed by CSEA, the Director of Student Life as the student liaison, Research and Leadership. The draft version of the follow-up and midterm reports have been through the Accreditation Taskforce, Assessment of Planning and Outcomes subcommittee and the College Planning Council.

[Details on COD website: Mid-Term Report](#)

[Details on COD website Follow-Up Report](#)

**FISCAL IMPLICATIONS:**

None.

**RECOMMENDATION:**

Receive the follow-up mid-term reports for a first reading.

<b>Administrator Initiating Item: Becky Broughton</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 1**

**AREA:** Administrative Services

**TITLE: PUBLIC HEARING CATEGORICAL FLEXIBILITY  
FOR FISCAL YEAR 2013-2014**

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

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**BACKGROUND:**

In response to deep categorical funding cuts during fiscal year 2009-2010, Assembly Bill X4 2 (the Education Budget Trailer Bill) was passed into law in 2009. The bill permits districts to choose to redirect funding from twelve (12) categorical programs to any other categorical program in the state budgets ergo Categorical Flexibility. Subsequently, the 2011-2012 trailer bill (SB 70) extended Categorical Flexibility through 2014-2015. The Legislation requires a public hearing prior to the redirection of funds.

**FISCAL IMPLICATIONS:**

The District will invoke the Categorical Flexibility provision in Fiscal Year 2013-2014 by moving one dollar (\$1) from the Credit Matriculation budget to the Disabled Students Programs and Services (DSP&S).

**RECOMMENDATION:**

Board of Trustee holds a public hearing regarding the intention to invoke the Categorical Flexibility provision in Fiscal Year 2013-2014.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 2**

**AREA:** Administrative Services

**TITLE: ADOPTION OF RESOLUTION #032114-1  
CATEGORICAL FLEXIBILITY FOR FISCAL  
YEAR 2013-2014**

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

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**BACKGROUND:**

In response to deep categorical funding cuts during fiscal year 2009-2010, Assembly Bill X4 2 (the Education Budget Trailer Bill) was passed into law in 2009. The bill permits districts to choose to redirect funding from twelve (12) categorical programs to any other categorical program in the state budgets ergo Categorical Flexibility. Subsequently, the 2011-2012 trailer bill (SB 70) extended Categorical Flexibility through 2014-2015. The Legislation requires a public hearing prior to the redirection of funds.

By exercising the District's authority to move funds from programs in the flexibility category, the District will be relieved of responsibility to comply with any state statues or regulations governing the program from which the funds are being moved and for all other programs in the flexibility category.

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

**FISCAL IMPLICATIONS:**

The District will invoke the Categorical Flexibility provision in Fiscal Year 2013-2014 by moving one dollar (\$1) from the Credit Matriculation budget to the Disabled Students Programs and Services (DSP&S).

**RECOMMENDATION:**

Board of Trustees adopts \*Resolution #032114-1 Categorical Flexibility for Fiscal Year 2013-2014.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 3**

**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: PUBLIC HEARING REGARDING ENERGY  
CONSERVATION CONTRACT**

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**BACKGROUND:**

The Board of Trustees will consider adopting resolutions addressing electrical utility cost savings the District will realize by the development, construction and operation of two (2) “energy conservation measures” and authorization for District staff to negotiate the terms of the Energy Conservation Contract. The energy conservation measures include (1) numerous repairs and control upgrades to the central plant and air-side systems commonly referred to as Multi-Agency Library (MAL) Retro-Commissioning Project, and (2) the installation of a Lighting Retrofits and Lighting Controls Upgrades Project, which includes the removal and replacement of existing high pressure sodium lighting in walkways and parking lots on the College of the Desert – Palm Desert Campus.

**FISCAL IMPLICATIONS:**

Identified in Administrative Services action item #4.

**RECOMMENDATION:**

Board of Trustee holds a public hearing concerning the adoption of Resolution 032114-2 Agreement for Energy Conservation Services.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 4**

**AREA:** Administrative Services

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

**TITLE: ADOPTION OF RESOLUTION #032114-2  
AGREEMENT FOR ENERGY CONSERVATION  
SERVICES**

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**BACKGROUND:**

On November 6, 2012, Proposition 39 was passed by the voters that will provide energy efficient project funds for California K-12 and community colleges for a period of five years. Desert Community College District has been awarded Proposition 39 funds in addition to qualifying for possible energy rebates through the California Community Colleges Investor Owned Utilities (CCC/IOU) program. Retro-Commissioning at the MAL along with a LED retrofit project were the two projects submitted to the CCC/IOU to qualify for Year 1 Proposition 39 funding. These projects were identified as energy efficient projects and reviewed in partnership with the CCC/IOU, Southern California Edison and the Gas Company to deem the projects eligible. The CCC/IOU reviewed the District's application along with the energy efficiency report prepared by consultant engineers. Proposition 39 funds in the amount of \$258,708 have been allocated and received by the District for both projects. Other current estimated energy saving rebates from utilities is approximately \$79,384. As a condition of receiving the Proposition 39 funds, the project must be completed by June 30, 2014 and will need to comply with all state mandates for procurement, expenditure reporting and auditing requirements.

**ANALYSIS:**

A further condition of receiving funding from Proposition 39 is that the District is required to undertake a procurement method that complies with the Proposition 39 guidelines for implementation of projects. The District is in compliance with the Proposition 39 guidelines by undertaking a two-step process for solicitation of proposals from vendors. The district has undertaken a Request for Qualifications and Proposals in compliance with Government Code Sections 4217.10-4217.18.

The District received proposals from two (2) firms for the Retro Commissioning of the MAL and 5 firms for the retrofit of high pressure sodium walkway and parking lot light with LED lighting. A panel of 4 committee members reviewed the proposals and follow up questioning with two firms provided additional details of schedule, scope and pricing. Utilizing a best value criteria and evaluation of providers, understanding of scope and the ability to meet the schedule of completion, it was determined Alpha Mechanical and Reliable Energy Services are the best qualified providers. The evaluation has been completed in compliance with Public Contract Code 20133(c)(1) including compliance with Proposition 39 and Government Code 4217.10 - 4217.18.

The RFP, resolution and agreement have been reviewed and approved by legal counsel Public Agency Law Group.

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

**FISCAL IMPLICATIONS:**

The total cost of the two agreements is \$258,708.00. This project is funded by Proposition 39, with utility rebates expected.

**RECOMMENDATION:**

Board of Trustees adopts Resolution 032114-2 Agreement for Energy Conservation Services with Alpha Mechanical, Inc. for Retro-Commissioning of the Multi-Agency Library and Reliable Energy Services Corp. for the Retrofit of Parking and Walkway lighting.

<b>Administrator Initiating Item:</b> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 5**

**AREA:** Administrative Services

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

**TITLE: ADOPTION OF RESOLUTION #032114-3 PUBLIC  
AGENCY RETIREMENT SERVICES (PARS)  
SUPPLEMENTARY RETIREMENT PLAN AND  
APPROVE AGREEMENT WITH PARS**

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**BACKGROUND:**

The District is considering providing its employees a retirement incentive to eligible employees who wish to voluntarily exercise their option to separate from district service. Public Agency Retirement Services (PARS) has made available to the District a Supplementary Retirement Plan, a retirement incentive program supplementing STRS/PERS, and qualifying under the relevant sections of Section 403(b) of the Internal Revenue Code.

The District has not made a final determination regarding whether to provide the retirement incentive. The offering of the plan will depend on several factors including a cost/benefit analysis. Should the District decide to provide the retirement incentive, PARS will act as the administrator to assist the District in the establishment of early retirement incentive programs through contributions to purchase an IRC 403(b) fixed annuity contract for the benefit of District's eligible employees and their beneficiaries. PARS will provide the services pertaining to the Plan as described in Exhibit 1A of the \*Agreement.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

The cost of the supplemental retirement program is unknown at this time and will depend on several factors including the District's final determination to offer the plan as well as the number of eligible employees that voluntarily elect to exercise their option and separate from service. It is desirable to have all costs of the plan offset by salary savings.

**RECOMMENDATION:**

Board of Trustees adopts \*Resolution #032114-3 Public Agency Retirement Services (PARS) Supplementary Retirement Plan and approves the \*Agreement with PARS. It is further recommended that the Board authorizes the Vice President, Administrative Services, to execute the Agreement and any future augmentations or amendments to the agreement on behalf of the District.

<b>Administrator Initiating Item:</b> <b>Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014</b> <b>Chair &amp; Vice Chair Review: 3/12/2014</b>
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**DESERT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Meeting Date: 3/21/2014  
ITEM #: 6**

**AREA:** Administrative Services

**TITLE: ADOPTION OF RESOLUTION #032114-4 OF THE BOARD OF TRUSTEES OF THE DESERT COMMUNITY COLLEGE DISTRICT APPROVING, AUTHORIZING AND DIRECTING EXECUTION AND DELIVERY BY THE DISTRICT OF DOCUMENTATION (INCLUDING LEASE DOCUMENTS TO AND FROM THE DESERT COLLEGE FINANCING CORP. IN CONNECTION WITH THE FINANCING AND REFINANCING OF THE CONSTRUCTION AND DEVELOPMENT OF A CERTAIN DISTRICT FACILITY IN INDIO AND AUTHORIZING AND DIRECTING THE EXECUTION OF NECESSARY DOCUMENTS AND TAKING CERTAIN ACTIONS WITH RESPECT THERETO)**

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

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**BACKGROUND:**

The District is proposing to enter into a New Markets Tax Credit financing (the “NMTC Financing”) with US Bancorp Community Development Corporation (“USBCDC”) and Borders Community Capital Company, LLC (the “CDE”) for the purpose of providing additional funds to the District for the construction and development of the East Valley Campus. The NMTC Financing will include a ground lease of the East Valley Campus to a newly formed affiliate of the District, Desert College Financing Corp. (the “Financing Corp.”), a leaseback of the East Valley Campus from the Desert to the Financing Corp., and a loan from the CDE to the Financing Corp.

\*[Details on COD Website](#)

**FISCAL IMPLICATIONS:**

The NMTC Financing is anticipated to provide a significant net benefit to the District in the amount of approximately \$1,750,000.

**RECOMMENDATION:**

Board of Trustees approves the NMTC Financing, authorize the District to enter into the agreements as more specifically set forth in the \*Resolution #032114-4 presented, and authorize certain officers of the District as identified in the Resolution to execute such agreements and instruments as are typical and customary for a NMTC Financing.

<b>Administrator Initiating Item: Lisa Howell</b>	<b>Cabinet Review &amp; Approval: 3/6/2014 Chair &amp; Vice Chair Review: 3/12/2014</b>
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