



**DESERT COMMUNITY COLLEGE DISTRICT  
REGULAR BOARD MEETING - MINUTES  
43500 MONTEREY AVENUE, PALM DESERT, CA  
CRAVENS MULTIPURPOSE ROOM  
FRIDAY, APRIL 21<sup>st</sup>, 2017  
9:30 am**

- I. CALL TO ORDER** - Chair Wilson called the meeting to order at 9:32am and asked Trustee Sanchez to lead the pledge of allegiance.

Dr. Kinnamon conducted the roll call:

Trustee Broughton  
Trustee Stefan (Absent)  
Trustee Sanchez-Fulton  
Trustee Jandt  
Trustee Wilson  
Student Trustee Estrada

Parliamentarian – Carlos Maldonado  
Recorder – Julia Breyer

Vice President, Mary Anne Gularte requested to remove the duplicate item under Action Item C, Human Resources #1, Initial Proposal from the California School Employee Association and its Chapter 407 (CSEA) to the Desert Community College District (DCCD).

Moved by Trustee Broughton, seconded by Trustee Jandt to approve the removal of duplicate Action Item C. 1 to the agenda.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** None

**Abstain:** None

The motion carried unanimously.

**II. CLOSED SESSION**

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

2. **PERSONNEL**

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

b) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
o Superintendent/President

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

4. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Property: Parcel Numbers: 669-330-047, 502-190-003, 502-190-004, 502-190-008, 502-190-015, 502-190-017, 502-190-020, 611-211-013, 611-211-014, 611-211-019, 687-510-043, 687-510-044, 687-510-045, 687-510-049, 687-510-050, 759-060-024

III. **OPEN SESSION**

**Closed Session report** – Chair Wilson noted there was no reportable action taken in closed session.

IV. **PUBLIC UPDATES**

President Kinnamon updated the community on the College of the Desert observatory project. He recently met with the donor and team involved with the project. They anticipate having the observatory opened July 1<sup>st</sup>, 2017.

Dr. Nery provided a brief update on the pLEDGE program. The enrollment is near 800 students and climbing. They had two high school outreach events and 500 students that attended were all enrolled in pLEDGE.

Lauro Jimenez, Chapter President, California School Employees Association, introduced Ricardo Viazcan who read the proclamation for Classified School Employees Week.

Joseph Aquirre, Director, Student Life, introduced Ryan Fabian who read the proclamation for Asian/Pacific Islander Heritage Month.

Jennifer Gray, Student Nurse, read the proclamation for National Nurses Week.

Ellen Hardy, Professor of Anthropology, read the proclamation for Day of the Professor.

Joseph Aquirre, Director of Student Life, read the proclamation for Day of Silence.

**V. PUBLIC COMMENTS**

1. Beth Caskie – CSEA, Labor Representative and Chapter 406, College of the Desert. She reported that College of the Deserts labor relations are grim. Ms. Caskie provided a brief report.
2. Betsy Young – President, Alumni Association. She has not provided an update since August 2016. Ms. Young provided a brief report.
3. Denise Diamond – Read a letter on behalf of a student. Ms. Diamond noted the student, Matthew Schmidt, was in class.

**VI. INTRODUCTION OF STAFF** – President Kinnamon introduced new employees:

- Daniel Ramirez-Rodriguez, Maintenance Assistant
- Michelle Gonzales Bleza, Career and College Access Pathways Manager
- Jack Steptoe, Assistant Director Football Operations/Head Football Coach (Athletics)

**VII. APPROVE THE MINUTES OF:**

Regular meeting of February 10<sup>th</sup>, 2017 minutes. There were no corrections to the minutes of February 10<sup>th</sup>, 2017. Approved as presented.

The March board meeting minutes will be brought to the May board meeting for approval.

**VIII. REPORTS**

- A. College of the Desert Foundation** –Peter Sturgeon was present, and provided a brief report.
- B. ASCOD (Associated Students of College of the Desert)** – Student Trustee Estrada read on behalf of Luis Castellanos, and provided a brief update.
- C. CODFA (College of the Desert Faculty Association)** – Denise Diamond: President, was present, and provided a brief update.
- D. CODAA (College of the Desert Adjunct Association)** – David Bashore was present, and provided a brief update.
- E. CSEA (California School Employees Association)** – Lauro Jimenez was present, and provided a brief report.
- F. Academic Senate** – Christen Smith, President, was not present, but provided a written Report for the boards review.

**G. GOVERNING BOARD**

### **Student Trustee Estrada**

- Reported he worked with the Office of Student Life as well as the EDGE program on the high school event. He really enjoyed meeting the high school students and assisting them on campus.

### **Trustee Sanchez-Fulton**

- Trustee Sanchez, commended the teaching staff at College of the Desert for Month of the Professor. Education is the key to student success.
- Attended The Desert Valley Business Association. Wonderful event and met with several developers of the Coachella Valley.
- Attended the RAC foundation mixer alongside Chair Wilson.
- Attended annual scholarship fund where they raise money for Desert Hot Springs citizens and they were able to raise a lot of money for Desert Hot Springs high school.
- Attended the state of the city Cathedral City Event. Change the quality of life for the automotive program.
- Celebrated 100 years for the Indio Rotary Club.
- Thanked Donni Prince, for doing a wonderful job facilitating the Annual Riverside County event at the County Fairgrounds. The participation made it very successful. She thanked all veteran students who attended.
- Attended the Palm Desert Greens Country Club. She provided an update on the college.
- April 4<sup>th</sup>, attended the Spring University Transfer Day. She thanked all the universities that came to the campus. Commented that it was a wonderful event. The students were very excited to meet with the various universities.
- Attended the women's leadership scholarship event. It was great to be a part of the event.
- Public concert for math and science taking place tonight, April 21<sup>st</sup>, 2017.

### **Trustee Jandt**

- Attended the Career and Workforce Solutions Center. He was pleased to see how career and tech are imbedded into the program. He reported since 2009, 964 profit trade schools have closed. Increasing need for more skilled workers. The need will be growing. Reviewed a large change in education. Trustee Jandt referenced an article published in the Los Angeles Times called '[Why 14 is the new 12 in Education](#)'. Trustee Jandt read a brief section of the article.
- Dr. Nery noted the college is taking a look at their scholarship programs, and services for the homeless. As more and more of our students are being referred to as homeless. Once the scholarships are awarded along with pLEDGE they will perform an evaluation, and come back with a recommendation.

### **Trustee Broughton**

- Trustee Broughton concurred with Trustee Jandt on his remarks and noted that sometimes we forget how difficult students have it.
- She agrees these are important issues that need to be revisited.
- Small changes occurred at College of the Desert. Art in the CSSC hallways and the President's office. These small changes speak highly of the college, and she thanked everyone for their efforts.
- She noted the college is opening the door for students coming in along with students who are presently enrolled.
- Code Club is very excited that the summer program for middle school and high school students is full.
- She feels the pLEDGE program will offer a magnitude of support to the incoming students, and will be very successful.
- She commented that support groups are also very helpful to students.
- There are plans for staff coming in, to assist with the outreach programs.
- Trustee Broughton attended the grand opening of the Career and Workforces Solutions Center, and is very excited to see where this goes.
- She expressed her thanks to President Kinnamon along with all involved who put on the RoadRunner Farms event. She thanked Pamela Ralston, Pam Hunter, Lynda Vent, Jeff Place, and Zerryl Becker. The attendance was more than expected which was wonderful! They expressed a lot of dreams in which the

college hopes to bring to fruition. A comment that was addressed was it should be a process oriented program focusing on life-long skills.

- Trustee Broughton expressed her thanks to Student Trustee Estrada, and wished him the best of luck in his future at Humboldt University.

**IX. CLOSED SESSION: 12:00 pm to 1:30 pm**

**OPEN SESSION (1:30pm)**

**Closed Session report** – Chair Wilson noted there was no reportable action taken in closed session.

**G. GOVERNING BOARD (continued)**

**Trustee Wilson**

- Attended the Academic Angels luncheon at Lavender Bistro, and thanked all of the Academic Angels for their hard work, as well as, to the students who attended.
- She expressed her thanks to everyone for putting on the university transfer fair had a great turnout of schools and students. Expressed her thanks to all involved, and received a lot of wonderful comments from the visiting schools.
- She attended the RoadRunner Farms Event. Thanked Trustee Broughton for all of her involvement, and initiative to get all involved to attend.
- She expressed her thanks to all involved in the open house for the Career and Workforce Solutions Center, and gave special thanks Kate Spates.

**President Kinnamon**

- Congratulated Trustee Sanchez on receiving the 2017 Women of Excellence community advocate award from the National Latina Business Association, for the Inland Empire.
- Congratulated Academic Senate winners: Faculty of the Year, Courtney Doussett, Academic Senate President, Carl Farmer, Chair of Faculty Development, Michael McJilton, Chair of Ed Tech and Distance Ed, Christen Smith.
- President Kinnamon expressed his appreciation to Vice President, Pamela Ralston for all of her efforts towards the Education Master Plan.

- Dr. Kinnamon expressed his appreciation to Vice President, Annebelle Nery for all of her time and efforts in completing the preparations for the accreditation visit coming in October.
- The pLEDGE program has been a dream for some time, and it came to fruition quickly. Then thanked all involved in getting that program launched.
- Dr. Nery commented on Grad Fest. She thanked Dean Maldonado and Curt Luttrell. Grad Fest was where students could come. Approximately just over 1,200 students are scheduled to graduate this year.
- President Kinnamon attended the RoadRunner Farms event. He noted that Trustee Broughton played an immense role in facilitating the meeting. She assisted with coordinating the attendance of all the essential attendees.
- President Kinnamon reported on the refunding of the bonds.

**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. Proclamations

**B. HUMAN RESOURCES**

1. Personnel Items
2. New and Revised Job Descriptions – Classified
3. Reduced Teaching Load
4. Initial Proposal for Reopener Negotiations from the California School Employees Association and its Chapter 407 (CSEA) to the Desert Community Collee District (DCCD)

**C. ADMINISTRATIVE SERVICES**

1. Purchase Orders and Contracts for Supplies, Services, and Construction
2. Warrants
3. Approval of Contracts/Agreements and Amendments
4. Payroll #9
5. Out-of-State/Country Travel
6. Budget Transfers
7. Amendment to Contracts – Measure B Bond Project
8. Declare Property as Surplus

**D. STUDENT LEARNING**

1. Approval of Courses and Programs Approved by Curriculum Committee

**Motion:** Motion by Trustee Broughton, seconded by Trustee Jandt to approve the consent agenda as presented.

**Discussion:** None.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**XI. ACTION AGENDA**

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

**B. BOARD OF TRUSTEES**

**1. Board Policy Review – 2<sup>nd</sup> Reading**

**BP 1100.1 Desert Community College District Locations**

**Motion:** Motion by Trustee Jandt, seconded by Student Trustee Estrada to approve board policy 1100.1 as presented.

**Discussion:** None.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**BP 1200 District Mission, Vision, and Values**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Jandt to approve board policy 1200 as presented.

**Discussion:** Trustee Broughton wanted to commend all for the work completed on this policy. They truly cover our mission, vision and values.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**BP 2410 Board Policies and Administrative Procedures (Adoption, Revision, and Deletion)**

**Motion:** Motion by Trustee Sanchez, seconded by Trustee Jandt to approve board policy 2410 as presented.

**Discussion:** Trustee Sanchez requested clarification on board policy 2410. She wanted to better understand the 1<sup>st</sup> and 2<sup>nd</sup> readings along with the board's right to waive the readings. Trustee Broughton and President Kinnamon provided clarification, and explained the policy states to have the 1<sup>st</sup> and 2<sup>nd</sup> reading take place, and now allows for a lapse in between readings. President Kinnamon also commented that the board may waive the two reading rule in the event of a minor change but that he has not seen that occur during his time with the college.

Vice President, Annebelle Nery commented that the red verbiage is a Community College League of California recommendations, and the blue verbiage is administrative verbiage.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**2. Board Policy Review – 1<sup>st</sup> Reading**

**BP 1100 The Desert Community College District**

**Motion:** Motion by Trustee Jandt, seconded by Student Trustee Estrada to approve board policy 1100 as presented.

**Discussion:** None.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**BP 1300 Legal Authority**

**Motion:** Motion by Trustee Jandt, seconded by Student Trustee Estrada to approve board policy 1300 as presented.

**Discussion:** Trustee Sanchez noted that this is a very important policy.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

**BP 2735 Board Member Travel**

**Motion:** Motion by Trustee Broughton, seconded by Student Trustee Estrada to approve board policy 2735 as presented.

**Discussion:** Student Trustee Estrada asked if there are allocated expenses allotted for the Student Trustees.

Dean Maldonado clarified that there are funds allocated for the student trustee.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

### **BP 7380 Retiree Health Benefits**

**Motion:** Motion by Trustee Broughton, seconded by Student Trustee Estrada to approve board policy 7380 as presented.

**Discussion:** Trustee Sanchez appreciates the additions made to this policy.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

### **3. Approval of Emeritus Status**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Jandt to approve emeritus status as presented.

**Discussion:** Dr. Ralston commented the history of emeritus status that they are honored at a special event.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

### **4. Board Member Travel**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Stefan to approve the board member travel as presented.

**Discussion:** None.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.  
**No:** None  
**Absent:** None  
**Abstain:** None

The motion carried unanimously.

**C. HUMAN RESOURCES** (*Removed from the agenda*)

~~1. Initial Proposal from the California School Employees Association and its Chapter 407 (CSEA) to the Desert Community College District (DCCD)~~

**D. ADMINISTRATIVE SERVICES**

**1. Budget Revisions**

**Motion:** Motion by Trustee Broughton, seconded by Student Trustee Estrada to approve the budget revisions as presented.

**Discussion:** Trustee Sanchez commented this is the board's responsibility to ensure information is reviewed.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.  
**No:** None  
**Absent:** None  
**Abstain:** None

The motion carried unanimously.

**2. Resolution #042117-1 Authorization to Encumber Funds for the Following Fiscal Year**

**Motion:** Motion by Student Trustee Estrada, seconded by Trustee Jandt to approve Resolution #042117-1 as presented.

**Discussion:** Vice President, Lisa Howell provided a brief rationale on the resolution.

**Roll Call Vote:** President Kinnamon conducted the roll call vote:

Student Trustee Estrada – Yes  
Trustee Sanchez-Fulton - Yes  
Trustee Wilson - Yes

Trustee Jandt - Yes  
Trustee Broughton - Yes  
Trustee Stefan (Absent)

The motion carried unanimously.

### 3. **Destruction of Class Records**

**Motion:** Motion by Trustee Broughton, seconded by Trustee Wilson to approve the destruction of class records as presented.

**Discussion:** Trustee Sanchez wanted to confirm that we have the records electronically. President Kinnamon and Vice President, Lisa Howell confirmed, yes.

**Vote:**

**Yes:** Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Fred Jandt, and Mary Jane Sanchez-Fulton.

**No:** None

**Absent:** Bonnie Stefan

**Abstain:** None

The motion carried unanimously.

### 4. **Resolution #042117-2 – Board of Trustees of the Desert Community College District Adopting an Addendum to the Final Environmental Impact Report (SCH#2014111025) for the West Valley Campus Master Plan & Phase I Development Project and Approving Temporary Classroom Structures.**

**Motion:** Motion by Trustee Jandt, seconded by Student Trustee Estrada to approve Resolution #042117-2 as presented.

**Discussion:** None.

**Roll Call Vote:** President Kinnamon conducted the roll call vote:

Student Trustee Estrada – Yes  
Trustee Sanchez-Fulton - Yes  
Trustee Wilson - Yes  
Trustee Jandt - Yes  
Trustee Broughton - Yes  
Trustee Stefan - (Absent)

The motion carried unanimously.

## XII. **INFORMATION ITEMS**

## **A. PRESIDENT**

### **1. Administrative Procedure Review**

- AP 2320 Special and Emergency Meetings
- AP 2410 Board Policies and Administrative Procedures (Adoption, Revision, and Deletion)
- AP 2735 Board Member Travel
- AP 7380 Retiree Health Benefits

**Discussion:** President Kinnamon noted these are in line with the Board Policies that were previously approved during the board meeting, and these are part of the ongoing review for the college's procedures.

### **2. Administrative Procedure Deactivation**

- AP 1100 Title
- AP 2350 Public Speakers at Board Meetings
- AP 7250 Educational Administrators
- AP 7260 Classified Supervisors and Managers

**Discussion:** Vice President, Annebelle Nery provided clarification on the deactivation of policies presented today. She noted if it's not legally required by the CCLC then the college takes the recommendation and brings it forth for board approval.

## **A. ADMINISTRATIVE SERVICES**

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

**Discussion:** None.

## **XIII. STUDY SESSION**

1. KCOD - Laurilie Jackson provided a presentation along with students: Frank Desaro, Toni Bakal, Nicholas Edwards, Giselle Woo, and Joe De Hoyos.
2. Educational Master Plan - Vice President, Pamela Ralston provided a brief PowerPoint presentation.
3. Board Self-Evaluation Instrument - Policy roles, the board clearly understands, and are effective in the polices roles.

*(3:30 PM Trustee Fred Jandt departed the meeting due to a conflict)*

## **XIV. FUTURE AGENDA ITEMS**

Trustee Broughton requested for the continuance to have information items on accreditation.

Trustee Wilson concurred with Trustee Broughton, and would also like to see accreditation updates brought to the board meetings.

Trustee Sanchez would like to have an athletics update.

**XV. ADJOURN**

Chair Wilson stated the meeting adjourned at 4:04 PM.

  
\_\_\_\_\_  
Bonnie Stefan, Clerk

✓

ADDRESSING THE BOARD OF TRUSTEES

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

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

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 4/21/17

NAME: Betsy Young  
*(Please print legibly)*

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

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

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

TITLE \_\_\_\_\_



ADDRESSING THE BOARD OF TRUSTEES

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

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

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 4.21.17

NAME: Beth Caskie, CSEA  
*(Please print legibly)*

AFFILIATION:	PUBLIC	_____	STAFF	<u>union</u>
	FACULTY	_____	STUDENT	_____

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

AGENDA ITEM NO. n/a

TITLE \_\_\_\_\_

ADDRESSING THE BOARD OF TRUSTEES

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

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

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

REQUEST TO ADDRESS THE BOARD OF TRUSTEES

BOARD MEETING DATE: 4/21/2017

NAME: DONISE DIAMOND  
*(Please print legibly)*

AFFILIATION: PUBLIC \_\_\_\_\_ STAFF \_\_\_\_\_  
FACULTY  STUDENT \_\_\_\_\_  
*Reading for student*

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

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

TITLE \_\_\_\_\_

## Public Comment

As members of the Golf Team we have spoken to the Board of Trustees 2 times before and again today, we have concerns about practice and money.

Coach Perez was not at Practice this last Wed. 11-12 because he was working another job. We have practice again Friday from 11-12 to get ready for a Tournament this Monday.

We also have another issue about money. Many of the Golf Team members volunteered their time all day Friday March 17 and Saturday March 18 for the Pete Carlson demo day at COD. As a part of this, Edna Carlson was donating money for the team to have golf shoes.

We went to speak to Jill Buttles about it this Tuesday, 1 month later. She pretty much said talk to Gary. We talked to Gary about getting the shoes. He talked around it and said nothing specific but that ordering the shoes would take time and they'd come in after season- so it would be pointless.

We went to Pete Carlson and they said they have the shoes in stock- they just need the sizes for the team. With the discounted price, the college would pay the difference like they did last year.

We told Eden and she sent an email to Gary and Jill but nothing has happened- no response and we have a tournament this Monday 4/24 when we could wear our shoes. The same thing has happened for our team hats that say Desert RoadRunners.

So, no hats, no shoes, no coach, no answers. No answers about who is our coach next year or about the program. So, my team members are making transfer decisions. We're trying to be strong about all of this and get to State like last year.

Thank-you,

Matthew Schmitt

BOARD PRESENTATION

---

**KCOD COACHELLAFM**

ABOUT



ABOUT

---

## STATION PROFILE

KCOD CoachellaFM's specialty format operates 24/7 streaming online on Tune-in and at [www.kcodcoachellafm.com](http://www.kcodcoachellafm.com). The station operates utilizing student volunteers and DJ's offering quality music, talk, news and public service programming.



## ABOUT

---

### STATION VISION

KCOD is your station for all things Coachella Valley! As the Coachella Valley's college radio station, we are a platform for College of the Desert students & faculty, rising artists and the greater Coachella Valley community. We cultivate new radio personalities, play a variety of music and discover new artists for your college radio soundtrack.

### MISSION

KCOD CoachellaFM serves the students and faculty of the College of the Desert by providing educational broadcasting opportunities. Furthermore, KCOD CoachellaFM takes a proactive role in servicing the desert community through quality music, talk, news, and public service programming.

ABOUT

---

## VALUES

CREATIVE

COLLABORATIVE

COMMUNAL

AUTHENTIC

INFORMATIVE

PRESERVING

CROSS-CULTURAL

MODERN

GENUINE

OPEN

ABOUT

---

## **ATTRIBUTES**

**MUSIC AMBASSADORS**

**CULTURAL SOURCE**

**COD UNIFIERS**

**ARTS SUPPORTERS**

**PUBLIC SERVICE PROVIDERS**

# ABOUT

## SPRING 2017 PROGRAMMING SCHEDULE



Programming Schedule Spring 2017 - Starting 4/10  
Listen on the Tune-in App and on [www.kcodcoachellafm.com](http://www.kcodcoachellafm.com)

New Episodes air every 2 weeks  
Episodes re-air throughout the week

KCOD currently airs 13 student produced shows and 4 outside produced shows, along with several music blocks. Music blocks include alternative pop hits, artists who played Coachella Fest and Stagecoach, Local Coachella Valley Artists, Hip-Hop, Indie, Rock, Classixx, Hidden Gems and more.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8am - 9pm	ROCKWAVE	AMERICAN FOLK SONGBOOK	HIP HOP	ROCK	CLASSIXX	ROCKWAVE	ROCKWAVE
9am - 11am							
11am - 12:30pm							
12:30 - 1:15pm							
1:15pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 11pm							
11pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							
3:30pm - 4:30pm							
4:30pm - 5:30pm							
5:30pm - 6:30pm							
6:30pm - 7:30pm							
7:30pm - 8:30pm							
8:30pm - 9:30pm							
9:30pm - 10:30pm							
10:30pm - 11:30pm							
11:30pm - 12:30am							
12:30am - 1:30am							
1:30am - 2:30am							
2:30am - 3:30am							
3:30am - 4:30am							
4:30am - 5:30am							
5:30am - 6:30am							
6:30am - 7:30am							
7:30am - 8:30am							
8:30am - 9:30am							
9:30am - 10:30am							
10:30am - 11:30am							
11:30am - 12:30pm							
12:30pm - 1:30pm							
1:30pm - 2:30pm							
2:30pm - 3:30pm							

ABOUT

## COACHELLA & STAGECOACH COVERAGE

KCOD receives media passes for students to cover Coachella Festival and Stagecoach Festival each year where we interview anywhere from 3-10 artists at each festival. The interviews air on the station and are podcasted online to our website.



## ABOUT

---

# LOCAL COACHELLA VALLEY ARTISTS

KCOD plays Local Coachella Valley Artists from 2pm - 4pm Monday - Friday and supports the local music scene by interviewing local artists for New Release Specials when they are promoting new albums and music. There is a thriving music community in the Coachella Valley and KCOD is a huge supporter of all the musicians and artists.



## ABOUT

---

# PLAYING EVENTS ON CAMPUS

KCOD receives around 20 requests per school year to play music and DJ various events on campus. KCOD brings stickers to pass out to students and flyers with more information on getting involved in the station.



**HISTORY & SUCCESS  
STORIES**



STUDENT STAFF & DJs



HISTORY & SUCCESS STORIES

2011 LAUNCH



HISTORY & SUCCESS STORIES

---

## 2011 DONATION BY JOHN TESH

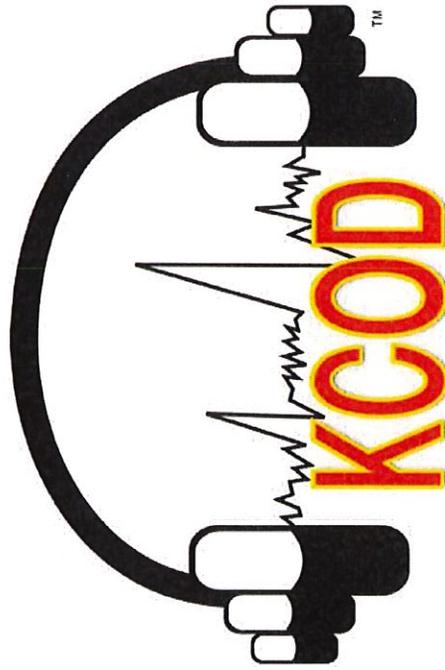


HISTORY & SUCCESS STORIES

---

## 2014 REBRAND

KCOD REBRANDED TO KCOD COACHELLAFM



## 2016 13 NATIONAL NOMINATIONS

### INTERCOLLEGIATE BROADCASTING SYSTEM CONFERENCE & AWARDS IN NYC

KCOD received 13 national nominations including for Best Specialty Music Show, Best On-Air Music Playlist, Best Training Manual, Best On-Air Schedule and the coveted Best Community College Radio Station in the Nation. KCOD took home 11 top finalist trophies and 2 winning trophies for Best On-Air Schedule which reflects all our current on-air programming and shows. Toni Bakal also took home the winning title for Best Training Manual.



# AWARDS



## AWARDS

---

# INTERCOLLEGIATE BROADCASTING SYSTEM

2013

Mike Mozingo of Mix 100.5 was nominated for Best On-Air Personality and 2 other awards taking home a winning trophy for Best Specialty Music Show for his Halloween Special.

2014

KCOD was nominated for three national awards including Best Website, Best Promo Series and Best Blog



## AWARDS

# INTERCOLLEGIATE BROADCASTING SYSTEM

2015

KCOD received 8 national nominations for competitive titles including Best Specialty Music Show, Best Radio Drama, Best Celebrity/Artist Interview and Best On-Air Personality. Toni Bakal, KCOD's station manager took home the winning title for Best On-Air Personality in the nation.

2016

KCOD received 13 national nominations including for Best Specialty Music Show, Best On-Air Music Playlist, Best Training Manual, Best On-Air Schedule and the coveted Best Community College Radio Station in the Nation. KCOD took home 11 top finalist trophies and 2 winning trophies for Best On-Air Schedule which reflects all our current on-air programming and shows. Toni Bakal also took home the winning title for Best Training Manual



1450 AM

 **KCOD**  
COACHELLA FM

1450 AM

---

## **KCOD DONATED 1450AM TRANSMITTER AND LICENSE**

### **SUPPLE FAMILY DONATION**

It was announced in 2017 that the Supple Family donated a AM transmitter and license to KCOD for extending the reach of KCOD across the Coachella Valley.

1450 AM

## NEXT STEPS

### KCOD'S FUTURE

The dream of students is for KCOD to become the KCRW for the desert with facility for bands to play, from local artists from the thriving music community to bands playing the major music festivals. The students would love live DJs to air during the day and for KCOD to become an NPR affiliate station to provide national public broadcasting shows and series to the Coachella Valley, publicly selected.



**THANK YOU**

College of the Desert's  
Educational Master Plan 2017-2022



Board of Trustees  
April 21, 2017

# College of the Desert's Mission

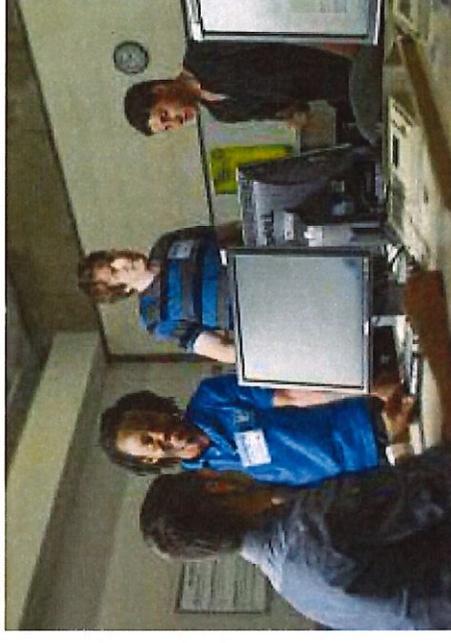
College of the Desert provides excellent educational programs in basic skills, career and technical education, certificate, transfer preparation, associate degrees, noncredit and distance education, which are continuously evaluated and improved.



Our programs and services contribute to the success, learning and achievement of our diverse students and the vitality of the Desert Community College District, surrounding areas and beyond.

## Why do we need an educational master plan?

- Master Planning is required by Education Code
- ACCJC standards support that requirement
- It's time to update our 2010 Plan
- Master Planning helps us to realize our mission
- It's a place where instructional experts drive the future of educational programs.



## Title 5 of the California Code of Regulation Requires a “Comprehensive Plan.”

- (a) The governing board of a community college district shall establish policies for, and approve, comprehensive or master plans which include academic master plans and long range master plans for facilities. The content of such plans **shall be locally determined**, except that the plans shall also address planning requirements specified by the Board of Governors.
- (b) Such plans, as well as any annual updates or changes to such plans, shall be submitted to the Chancellor's Office for review and approval in accordance with Section 70901(b)(9) of the Education Code and with regulations of the Board of Governors pertaining to such plans. (5 CCR § 51008)

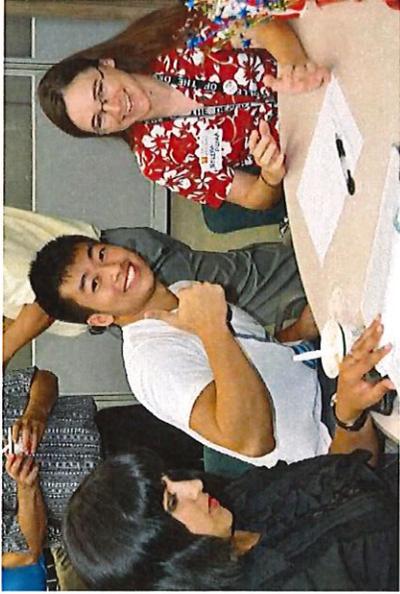
## Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

The institution demonstrates strong commitment to a mission that emphasizes student learning and student achievement.

**Using analysis of quantitative and qualitative data, the institution continuously and systematically evaluates, plans, implements, and improves the quality of its educational programs and services.**

The institution demonstrates integrity in all policies, actions, and communication. The administration, faculty, staff, and governing board members act honestly, ethically, and fairly in the performance of their duties.

But most importantly--



We need a road map that supports innovative, rigorous and engaging educational programs for the future of our students, our college and our communities.

# Steering Taskforce

- Christen Smith, Academic Senate President
- Kelly Hall, Interim Dean of Social Sciences & Arts
- Donna Greene, Curriculum Committee Chair
- Dean Papas, Dean of Communication & Humanities
- Courtney Doussett, Outcomes & Assessment Chair
- Daniel Martinez, Director of Institutional Research
- Douglas Redman, CTE Liaison
- Annebelle Nery, VP of Student Services
- Robert Pellenbarg, Adjunct Senate Rep
- Pamela Ralston, VP of Student Learning
- Kim Dozier, Distance Ed Coordinator
- Elise King, Counselor
- Sara Butler, Ed/Tech Committee
- Amanda Phillips, Interim Dean of Counseling
- Luis Castellanos, Student Representative

# Approach and Methods

- All-college survey of staff and students (552 respondents)
- Survey of Program Advisory Committee Members (66 respondents representing 20 CTE Advisory Committees)
- Outcomes and Assessment Committee Survey (57 respondents)
- Survey of K-12 Consortium Members (22 respondents, representing all three K-12 Districts in the COD service area)

# Approach and Methods

- Focused Listening Sessions – 19 Total listening sessions; over 80 individuals from across the College (instruction, student services, administrative services, & Foundation)
- West Coachella Valley Community Forum - discussion and response cards
- East Coachella Valley Community Forum - discussion and response cards
- Two all-college forums for students and staff – discussion and response cards
- Table-top exercises from K-12 Consortium Meeting

## Key Themes for Planning:

- Delivery Modes
- Scheduling issues and options
- Assessment Testing needs
- Student services; support services for retention and persistence to certificate/degree completion; campus life
- High School collaboration
- Staffing issues
- Facilities Issues
- Communications and culture
- Administrative and other support services

## Key Themes for Planning:

- Expanded, New, and Innovative Educational Programming
- Curriculum Design and Repackaging
- Academic Breadth and Application
- Extended Campuses/Centers
- Career-Technical Education (CTE)
- Program Advisory Committees
- Academic Transfer/Non-CTE Program Issues
- Articulation Concerns (streamlined; access to Bachelor's degrees; partnerships)
- Research Needs

# Layout of the Plan

Preface: The dynamic story of the College of the Desert

1. Introduction -
2. Discovery - explain the four sectors from which we gathered info...provide the findings...identify planning assumptions
3. Growth and Capacities - project growth, capacities, and aspects of managing that growth (enrollment, programming, student support). Signature Programming and campus development
4. Goals and Objectives - the "meat" of the plan: Goals, objectives, priorities/timeline, accountable managers, etc.
5. Next Steps in Planning and Evaluation - Implementation Process; planning calendar for developing the actual Implementation Plan (which will occur in Fall 2017)
6. Opportunities and Recommendations

Opportunities to Learn More



# YOU CAN

Get Started Here!



Educational  
Master Plan  
2017-2022

[Click here](#)

# Opportunities to Learn More

## Education Master Plan 2017-2022

EMP Campus Updates

Survey Data

Draft Documents

Community Forums  
Information

Campus Forums  
Information

Brief Overview of  
Educational Planning

[Comment on the EMP](#)

You are here: [Home](#) > [Community](#) > Education Master Plan 2017-2022

## Brief Description of Project:

With the passage of College of the Desert's recent 577 million-dollar bond, the next five years will be some of the most exciting in COD's history as we re-envision our current classrooms and sites and plan the future programs that will lead us into the next decade and beyond. The College's current Educational Master Plan was developed in 2010. In 2015-16, College of the Desert completed the College of the Desert Strategic Master Plan 2016 – 2021, and the College is in the process of conducting its self-evaluation for reaffirmation of accreditation from the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges. The timing for updating the Educational Master Plan, in alignment with these two efforts, will provide direction for the College over the next several years as it continues to serve students and the communities of the growing Coachella Valley.

## Data Portfolio Presentation:

Click the PowerPoint Presentation to see preliminary internal, external and survey data gathered to date in support of educational master planning.

 [COD EMP Data Presentation](#)

Data Portfolio Chapter Draft: Click the PDF below to see preliminary internal, external and survey data gathered to date in support of educational master planning.

 [COD Data Portfolio DRAFT 201703.pdf](#) [Data](#)

# Opportunities to Offer Feedback

## Education Master Plan 2017-2022

EMP Campus Updates

Survey Data

Draft Documents

Community Forums  
Information

Campus Forums  
Information

Brief Overview of  
Educational Planning

[Comment on the EMP](#)

You are here: [Home](#) > [Community](#) > Education Master Plan 2017-2022

## Brief Description of Project:

With the passage of College of the Desert's recent 577 million-dollar bond, the next five years will be some of the most exciting in COD's history as we re-envision our current classrooms and sites and plan the future programs that will lead us into the next decade and beyond. The College's current Educational Master Plan was developed in 2010. In 2015-16, College of the Desert completed the College of the Desert Strategic Master Plan 2016 – 2021, and the College is in the process of conducting its self-evaluation for reaffirmation of accreditation from the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges. The timing for updating the Educational Master Plan, in alignment with these two efforts, will provide direction for the College over the next several years as it continues to serve students and the communities of the growing Coachella Valley.

## Data Portfolio Presentation:

Click the PowerPoint Presentation to see preliminary internal, external and survey data gathered to date in support of educational master planning.

 [COD EMP Data Presentation](#)

Data Portfolio Chapter Draft: Click the PDF below to see preliminary internal, external and survey data gathered to date in support of educational master planning.

 [COD Data Portfolio DRAFT 201703.pdf](#) [Comment](#)

# Timeline

- Feedback sought on draft documents, April
- First readings, Academic Senate and College Planning Council, April 27 and April 28
- Second Readings, Academic Senate and College Planning Council, May 11 and 12
- Revision, document layout and design
- Shared with Board of Trustees, June 15
- Included with Institutional Self-Study Report, June 20
- Operationalizing the Educational Master Plan, Fall 2017
- Facilities Master Planning

# Next steps: Operationalizing the EMP and Facilities Master Planning

