

DESERT COMMUNITY COLLEGE DISTRICT REGULAR BOARD MEETING - MINUTES 43500 MONTEREY AVENUE, PALM DESERT, CA CRAVENS MULTIPURPOSE ROOM FRIDAY, MARCH 17th, 2017 9:30 am

I. CALL TO ORDER - Chair Wilson called the meeting to order at 9:31 am, and asked Trustee Broughton to lead the pledge of allegiance.

President Kinnamon conducted the roll call:

Trustee Broughton

Trustee Stefan

Trustee Sanchez-Fulton

Trustee Jandt

Trustee Wilson

Student Trustee Estrada

Parliamentarian - Carlos Maldonado

Recorder – Julia Breyer

Motion by Chair Wilson, seconded by Trustee Broughton for the addition to the agenda to have public comments prior to closed session.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan, Mary Jane Sanchez-Fulton.

No:

None

Absent:

Fred Jandt

Abstain:

None

The motion carried unanimously.

PUBLIC COMMENT:

1. John Marman – Spoke about Coach Tony Manzoni and his value at College of the Desert. Mr. Marman brought the winter 2017 edition for 'Fore' magazine and shared and article on Coach Manzoni called 'Sands of Time' by Judd Spicer.

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) Specify number of potential cases: 3
- 4. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**: Property: Parcel Numbers: 669-330-047, 502-190-003, 502-190-004, 502-190-008, 502-190-015, 502-190-020, 502-190-017, 502-190-018, 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 reported KCOD won 13 awards and referenced the Chaparral's article on KCOD.

He shared that College of the Desert is the fastest growing community college in the state of California.

The Desert Sun reported on College of the Desert food bank program and importance of having nutritional food choices being made available to them.

President Kinnamon is happy to report the Indio campus kiosk, similar to College of the Desert Palm Desert campus kiosk and that it's a student run enterprise. He commented it is beautiful and he is looking forward to using it.

President Kinnamon provided a brief update on the Education Master Plan. He thanked Dr. Ralston and all the Deans involved for their contributions.

College of the Desert will have the Road Runner Farms event on April 7th from 12:30-2:00 PM. This event reaches out to members of the community. He thanked everyone involved along with Dr. Ralston and Zerryl Becker.

Gary Ginther, Director, Library and Learning Resources introduced Jessica Cuenca who read the proclamation for National Library Week.

V. PUBLIC COMMENTS

1. Darrell Smith - Spoke on prevention of sexual assault. They are hosting a free agency conference on April 1st.

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

- Caroline Maloney, Director of Institutional Grants
- Caroline Ziedonis, Research Analyst
- Joshua Farrell, Research Analyst
- Oscar Haro, Groundskeeper
- Luisana Martinez, Admissions & Records Technician
- Maria Herrera, Counselor, EOPS/CARE
- Tiffanie Schnabel-Moreno, Child Development Center's Specialists
- Luisianna Manjarrez, Child Development Center's Specialists

VII. APPROVE THE MINUTES OF:

Regular meeting of January 19th minutes. There were no corrections to the minutes of January 19th, 2017. Approved as presented.

The February board meeting minutes will be brought to the April board meeting for approval.

VIII. <u>REPORTS</u>

- A. ASCOD (Associated Students of College of the Desert) ASCOD representative Arturo Delgado read on behalf of Luis Castellanos, and provided a brief report.
- **B.** College of the Desert Foundation –Peter Sturgeon was present, and provided a brief report.
- C. CODFA (College of the Desert Faculty Association) Denise Diamond: President, was present, and provided a brief report.
- **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 present, and provided a brief report.

G. GOVERNING BOARD

Student Trustee Estrada

Attended the Black History month event. He thoroughly enjoyed the event and loved to see flyers on the plEDGE program.

He volunteered at the first FIND Food Bank in February. He worked with the office of student life and distributed food to 300-400 students.

He watched the 100 Years of Broadway. It was his first time at the McCallum Theater.

He was unable to attend the Loung Ung event but heard a lot of great things about it. Students spoke positively about the event and he heard it went great.

He stopped by the job fair between classes. It was a great event and he received wonderful feedback from students and it's what the students needed. He thanked Dr. Kelly Hall for a wonderful turnout.

Trustee Sanchez-Fulton

She heard great things about the Job Fair. She thinks it was a great event and she looks forward to attending these.

Sad she was unable to attend the Loung Ung event. She thanked Dr. Kinnamon for the book and heard it was a successful event.

She attended the 30th anniversary for Cal State San Bernardino event. She learned about their strategic master plan.

Attended the College of the Desert, Community Outreach Event and thanked Dr. Pamela Ralston for putting on these types events. She also thanked the community members for attending. She would like to see this again in Desert Hot Springs or the Mecca/Thermal location.

She recently made a visit to the Desert Hot Springs campus. She looks forward to receiving a report on further updates.

Attended the American Association of University Women. Lady Faculty members are apart of this organization. They are looking to create stem majors. She met fellow leaders in Palm Springs.

Congratulated the Roadrunner Athletics team on their recent game.

Mobile Food Bank and she addressed food scarcity issue and commented it's still a huge issue. She wants more outreach. She wants consideration for other campuses.

Attended the SCORE breakfast.

She concluded her report by reading a quote by John Quincy Adams.

Trustee Jandt

Attended the Citizens Bond Oversight Committee. First full meeting with all the positions are filled. He thanked Vice President Howell for arranging that. There was a question regarding the distribution of the annual report. Suggestion was made for potentially a newspaper report to get the word out.

Trustee Jandt attended a one day Governance Leadership Institute and Riverside Community College. He learned things about being an effective trustee and reported it was a great on day session.

He attended and introduced Loung Ung at the College of the Desert event. Would like to setup a scholarship for creative writing and may have some resources and will work with Dr. Pamela Ralston.

He attended Lee Ann Weaver's farewell reception in the Human Resources Office. He wishes her the success on her move to Chico.

Trustee Stefan

She had an eventful month.

Attended the SCORE Congressional Breakfast.

Attended the President's Circle reception.

Attended the Desert Waters Presentation at the Marks Art Center.

She mentioned College of the Desert has been going out to the local high schools and they also came to her school. She appreciates them doing so and preparing the students for their applications to College of the Desert. She is hopeful that some will qualify for plEDGE.

She attended the ACCT Conference in Washington DC. She distributed a handout to each board member and noted what they should be considering for when they speak to legislators and others at the federal level. She brought their attention to the pale grant program which is year round. On the last day of the conference the new Secretary of Education.

Trustee Broughton

She is thrilled and excited that College of the Desert is the fastest growing community college. The need in the valley and district is huge but there are still more students to reach out to.

She thanked Trustee Sanchez for her drive towards the food scarcity issue. She thanked staff for working on solutions for getting programs started. She knows there is the needs for food programs on other campuses.

Trustee Broughton reminded everyone that its 57 miles to their high school. That may be a place where high school partnerships are more important and another thought she wanted to mention.

She applauded the outreach that is taking place with the K-12. She thanked everyone for working on it.

She heard great things about the College for the Desert job fair. She noted it showcased the career and workforce center. She is very proud to hear that news.

She thanked Lee Ann Weaver for her years of service at College of the Desert. She appreciated all the hard work and dedication.

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

OPEN SESSION (1:30pm)

Closed Session report – Chair Wilson commented there was reportable action taken in closed session.

In closed session, a motion was made by Trustee Sanchez, seconded by Trustee Broughton, to approve the Human Resources Manager position description.

The motion carried with 5 members voting in favor and 0 members voting no.

Motion carried unanimously.

Chair Wilson reported that Trustee Sanchez will be absent for the remainder of the board meeting.

G. GOVERNING BOARD (continued)

Trustee Wilson

She referenced the wonderful FIND Food Bank and College of the Desert book fair.

She commented that the Friends of COD Library will have their book sale and invited all to attend.

She wished a farewell to Lee Ann Weaver and the best of luck.

President Kinnamon

Wished Lee Ann Weaver the best as she heads off to Chico and excited for her as she pursues that opportunity.

He spoke about the facility expansion, enrollment growth, outreach to our K-12 partners, piloting the plEDGE program, Educational Master plan, and Accreditation.

President Kinnamon is happy to see projects and plans come to fruition.

He attended the author event by Luong Ung and noted her speech on her life experiences. Kuddos to the staff who are helping our students overcome their own personal obstacles in their own lives.

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

A. BOARD OF TRUSTEES

1. Proclamation – National Library Week

B. HUMAN RESOURCES

- 1. Personnel Items
- 2. Job Descriptions
 - o Art Gallery Assistant (Revised)
 - o Instructional Support Specialist-Berger Faculty Innovation Center (New)

C. ADMINISTRATIVE SERVICES

- 1. Purchase Orders and Contracts for Supplies, Services and Construction
- 2. Warrants
- 3. Approval of Contracts/Agreements and Amendments
- 4. Payroll #8
- 5. Gift/Donations to the District
- 6. Out-of-State/Country Travel
- 7. Budget Transfers
- 8. Amendment to Contracts Measure B Bond Project

- 9. Change Order Measure B Bond Project
- 10. Notice of Completion Measure B Bond Project

D. STUDENT LEARNING (Pulled for discussion)

1. Approval of Courses and Programs Approved by Curriculum Committee

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

Discussion: Trustee Jandt requested to pull consent item D. Student Learning, item 1, approval of courses and programs.

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. <u>ITEMS PULLED FROM THE CONSENT AGENDA FOR SEPARATE DISCUSSION AND CONSIDERATION</u>

STUDENT LEARNING (Pulled for discussion)

1. Approval of Courses and Programs Approved by Curriculum Committee

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

Discussion: Trustee Jandt noted he is the author of the course textbook used for B 14 Communication.

Motion divided.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton and

Bonnie Stefan.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

Fred Jandt

The motion carried unanimously.

B. BOARD OF TRUSTEES

1. Board Policy Review - 1st Reading

BP 1100.1 Desert Community College District Locations

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve board policy 1100.1 as presented.

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

BP 1200 District Mission, Vision, and Values

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

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

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

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve board policy 2410 as presented.

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

BP 5143 Service Animals (proposed for deactivation)

Motion: Motion by Trustee Stefan, seconded by Trustee Broughton to approve board policy 5143 as presented.

Discussion: Dr. Annebelle Nery provided further information on the rationale for deactivation. She clarified why the policy is no longer valid.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

C. HUMAN RESOURCES

1. Initial Proposal, Public Hearing, and Approval of Proposal from the Desert Community College District to College of the Desert Faculty Association

The board conducted a public hearing under the Educational Employment Relations Act regarding negotiation proposals. The public hearing was regarding the initial proposal from the Desert Community College District to the College of the Desert Faculty Association. Following the public hearing, the Board took action to approve the District's proposal.

In accordance with Government Code Section 3547, all initial bargaining proposals are to be presented at a public meeting of a public school employer, and that was the purpose of hearing.

Since the hearing pertained to public hearings held prior to the opening of negotiations, it was not appropriate for, nor did the members of the Board of Trustees comment on any of the initial negotiation proposals.

The Board of Trustees opened the public hearing for the proposal from the Desert Community College District to the College of the Desert Faculty Association.

No speakers were present.

The public hearing was closed.

The Board of Trustees approved the initial bargaining proposal from the Desert Community College District to the College of the Desert Faculty Association.

Motion: Motion by Trustee Stefan, seconded by Trustee Jandt to approve the District's proposal as presented.

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

2. Professional Advancement: Faculty

Motion: Motion by Trustee Stefan, seconded by Trustee Jandt to approve the professional advancements as presented.

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton, Bonnie

Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain: None

None

The motion carried unanimously.

D. ADMINISTRATIVE SERVICES

1. Budget Revisions

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve the budget revisions as presented.

Discussion: None.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton,

Bonnie Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

2. Notice of Intent to Award Contract

Motion: Motion by Trustee Stefan, seconded by Trustee Jandt to approve the notice of intent to award the contract as presented.

Discussion: Trustee Broughton requested further explanation. Dr. Kinnamon commented this allows for further expansion of the college.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton,

Bonnie Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

3. Designation of Off-Site Locations

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve the designation of off-site locations as presented.

Discussion: Trustee Broughton asked why the Hemet Adult School. Dr. Pamela Ralston commented it serves both districts.

Vote:

Yes:

Student Trustee Isiah Estrada, Aurora Wilson, Becky Broughton,

Bonnie Stefan and Fred Jandt.

No:

None

Absent:

Mary Jane Sanchez

Abstain:

None

The motion carried unanimously.

4. Resolution #031717-1 of the Board of Trustees of the Desert Community College District Authorizing the Sale and Issuance of not to exceed \$145,000,000 Aggregate Principal Amount of the Desert Community College District General Obligation Refunding Bonds, in one or more Series, Approving the Forms and Authorizing the Execution and Delivery of one or more Escrow Agreements, Bond Purchase Agreements and Continuing Disclosure Certificates, Approving the Form, and Authorizing a method for Review and Approval by Members of said Board, of one or more Official Statements, and Authorizing the Execution of Necessary Documents and Certificates and Related Actions in Connection Therewith

Motion: Motion by Trustee Broughton, seconded by Trustee Stefan to approve Resolution #031717-1 of the Board of Trustees of the Desert Community College District Authorizing the Sale and Issuance of not to exceed \$145,000,000 Aggregate Principal Amount of the Desert Community College District General Obligation Refunding Bonds as presented.

Discussion: None.

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

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

The motion carried unanimously.

XII. INFORMATION ITEMS

A. PRESIDENT

- 1. Administrative Procedure Review
 - AP 3440 Service Animals
 - AP 5143 Service Animals (proposed for deactivation)

Discussion: None.

XIII. STUDY SESSION

- 1. Schematic Design Presentation for the Child Development Center Playground Project by Quinn Landscape Architects
- 2. Board Self-Evaluation Instrument

XIV. FUTURE AGENDA ITEMS

XV. ADJOURN

Chair Wilson stated the meeting adjourned at 2:32 PM.

Bonnie Stefan, Cl

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 <u>PUBLIC COMMENTS</u>. 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 – "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: $3-17-17$					
NAME:	OAVVELL print legibly)	SMITH			
AFFILIATION:	PUBLIC FACULTY		STAFF STUDENT	_	
IF SPEAKING TO AN AGENDA ITEM PLEASE INDICATE THE ITEM TO WHICH YOU WISH TO SPEAK:					
AGENDA ITEM NO					
TITLE			and the second second		

COD CHILD DEVELOPMENT CENTER SITE + GOALS



Z Z Z

CHILD DEVELOPMENT CENTER COLLEGE OF THE DESERT 43-500 MONTEREY AVENUE PALM DESERT, CA 92260

30,000 SF / .70 ACRES



DESIGN GOALS

USE NATURAL MATERIALS TO CREATE A DISTINCT SEPARATION OF SPACES BETWEEN INFANTS, TODDLERS, AND PRESCHOOLERS

CREATE AN ENGAGING LANDSCAPETHAT STIMULATES PLAY AND DISCOVERY AMONGST ITS USERS

DESIGN A LANDSCAPE SOLUTION THAT EMBRACES THE LOCATION OF EXISTING TREES AND SHADE STRUCTURES, WHICH ARE TO REMAIN IN PLACE DURING CONSTRUCTION

COD CHILD DEVELOPMENT CENTER EXISTING SITE CONDITIONS

SHADE STRUCTURE AND TRIKE PATH



SWING SET AND TRIKE PATH



ZEN GARDEN AND PLANTER





INFANT AREA

CONCRETE AT TODDLER AREA







TODDLER AREA WITH DG PATH





COD CHILD DEVELOPMENT CENTER LANDSCAPE PLAN

MAGNESIA FALLS DRIVE

COD CHILD DEVELOPMENT CENTER PRECEDENT IMAGERY + MATERIALS

GRASS PLAYING MOUNDS

Range from +3'-5' in height Maximum 15 degree slope for maintenance 6' offset from top of slope for safety



BOULDER CLIMBING AT GRASS MOUND 1-2' boulders at Preschooler area

Grasses planting inbetween boulders for maintenance Maximum 15 degree slope for maintenance



DECOMPOSED GRANITE PATH

Stabilized DG; ADA accessible

PLANTED BERM 3' tall berm with 18"h grasses + 3-4"h hedge



California Gold; Southwest Boulder & Stone

BENDABOARD EDGING 1,050 LF Epic Plastics; Teak



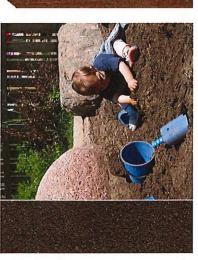
TEAK

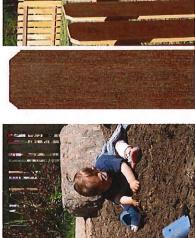
COMPOSITE WOOD FENCE & (3) GATES 166 LF; 4' tall with 3-1/2" gaps Fiberon; Coastal Cedar Gate min. 3' clearance

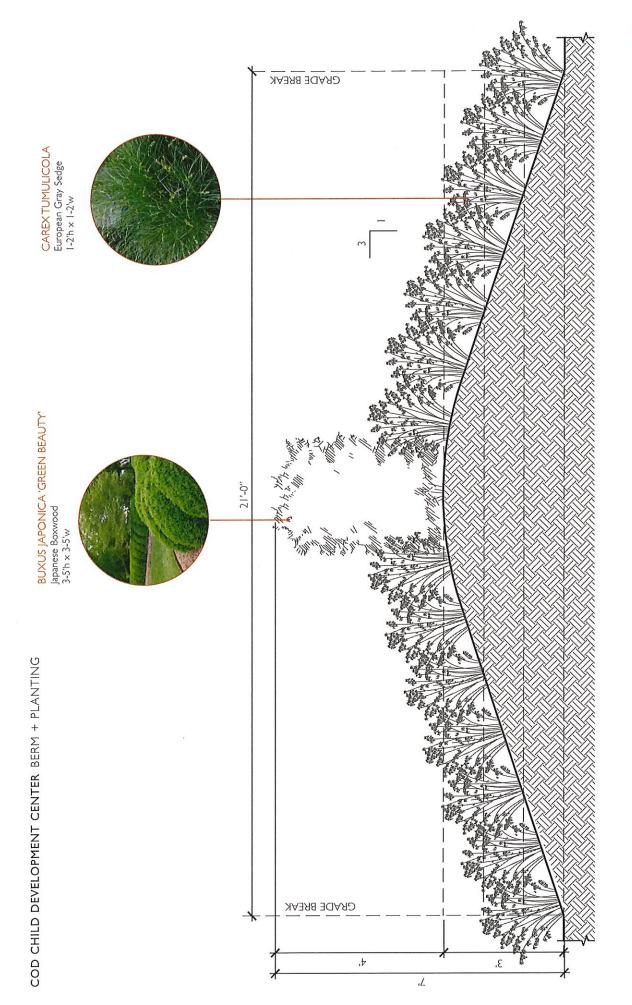
DIRT DIGGING AREA 801 SF Sandy Joan mix per civil drawings

SAND PLAYING AREA 2,418 SF









PACIFIC REED GRASS Calamagrostis nutkaensis 1-2'h × 1-2'w MENDOCINO REED GRASS Calamagrostis foliosa 1-2'h x 2-3'w COD CHILD DEVELOPMENT CENTER PLANTING IMAGERY - SHRUBS + GRASSES Buxus japonica 'Green Beauty' 3-5'h x 3-5'w JAPANESE BOXWOOD BLUE GRAMMA GRASS Bouteloua gracilis I-2'h x I 'w DESERT HONEYSUCKLE Anisacanthus quadrafidus 3-4"h $\times 3-4$ "w 'wrightii'

BERKELEY SEDGE Carex tumulicola I-2'h x I-2'w







COD CHILD DEVELOPMENT CENTER PLANTING IMAGERY - TREES

DESERT WILLOW Chilopsis linearis 15-40'h x 15-20'w



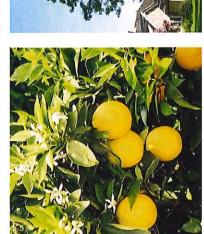








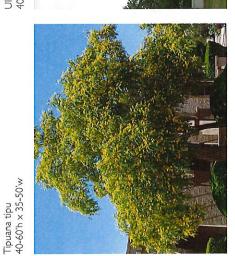








TIPU TREE



CHINESE ELM Ulmus parvifolia 40-50'h x 25-40'w