

DISTRICT CONSULTATION COUNCIL
March 27, 2023

SUMMARY

MEMBERS PRESENT: Jim Bunker, Byron D. Clift Breland, Damon De La Cruz, Christie Diep, Cherry Li-Bugg, Kathleen McAlister, Cynthia Olivo, Jeremy Peters, Valentina Purtell, Jeanette Rodriguez, JoAnna Schilling, Melissa Serrato, Pamela Spence, Kai Stearns, Kashu Vyas (for Fred Williams), and Annalisa Webber.

VISITORS: Pablo Arriza and Danielle Davy.

Chancellor Byron D. Clift Breland called the meeting to order at 2:07 p.m. and led a round of introductions.

MEETING SUMMARY

Summary: The summary of the February 27, 2023 meeting was approved.

STRATEGIC GOALS & PLANNING

NOCCCD Flexible (Hybrid) Work Guidelines: Chancellor Clift Breland convened a district-wide workgroup comprised of stakeholder representatives to discuss the principles and guidelines of flexible work for the District last fall. The Workgroup met three times over the course of four months, reviewed data (student success data by modality; the Education Engagement Index survey data in which students and employees expressed their preferences for different modes of work, learning and support), held robust discussions around the principles of serving students and building a flexible, responsive organization and concluded their work with their work product being the NOCCCD Flexible (Hybrid) Work Guidelines. The guidelines were presented to DCC again for review and discussion so that implementation of flexible work can occur within the guidelines.

During the discussion, Chancellor Clift Breland clarified that DCC is not expected to formally accept the guidelines, and are presented to share what the process could potentially look like and what services can be provided after contractual matters are addressed with the unions, and also thanked those who served on the workgroup. In response to a question about the forms, application, and process, Dr. Clift Breland noted that it is an on-going discussion item in order to identify how to best serve students, while allowing flexibility and the needed growth.

OPERATIONAL REVIEW

PACE Climate Survey for Community Colleges: Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology discussed the PACE survey including its purpose, content, distribution, and ideas for using results. The survey is designed by the National Initiative for Leadership and Institutional Effectiveness (NILIE) and will help the District gather employee feedback on the District's mission, leadership, decision-making, and communication as well as the racial climate of our campuses. NOCCCD administered the survey in spring 2021. With a spring 2023 administration, the results will allow for trend comparisons to review areas of growth or decline over time.

Vice Chancellor Li-Bugg provided a brief overview of the different sets of questions that comprise the PACE survey which will be open for three weeks beginning on April 4. The BELK Center will analyze the results and provide a report to the District—which will allow for trend comparison based on the 2021 results—that will be shared with governance groups in Fall 2023. She asked DCC members to encourage participation from everyone districtwide.

NOCCCD Decision Making Resource Manual 2022 Updates: DCC received a second reading of the proposed updates to the NOCCCD Decision Making Resource Manual to ensure compliance with accreditation requirements. Major updates included: 1) an updated District-wide IT governance structure is reflected in this manual including replacing Technology Coordinating Council (TCC) with District Technology Committee (DTC); 2) the deletion of several organizational groups that are no longer needed as a result of the updated IT governance structure; 3) the deletion of organizational groups that are no longer active including the District-wide Enrollment Management Advisory Committee (DEMAC); 4) updated rules regarding membership for DCC (substitutes are now permitted) and voting (procedures more clearly delineated); and 5) updating of all links, dates, names and titles where needed.

Vice Chancellor Cherry Li-Bugg also asked the group to consider if enrollment management is top of the agenda for everyone in the District, then should DEMAC not be deleted but restructured to meet the needs of the District.

During the discussion, members expressed concern with the change from a consensus majority to a 51% majority to approve items and the impact on the multiple groups with small representation on DCC who could be outvoted by larger groups. Chancellor Clift Breland sought suggestions for solutions and members noted a desire to have the percentages of members represented, offered a 60% majority, and two-thirds for approval and 75% for a super majority.

CSEA representatives requested the addition of CSEA contract language to the Manual (to be included in the appendix after being provided by CSEA) and the addition of CSEA to the listing of governance groups cited on page 13. After discussion, it was suggested that the term be changed to governance committees and consider eliminating examples because there wasn't consensus as to the meaning.

Members inquired about DEMAC, and also discussed the membership for the District Equal Employment Opportunity Advisory Committee on page 27 and noting that it did not reflect the current practice for member selection for classified, and that the focus and charge of the campus diversity committees has changed and may be outdated.

The NOCCCD Decision Making Resource Manual 2022 Updates will return to a future meeting.

POLICY

Revised AP 6250, Budget Management and Revised BP 6340, Bids and Contracts: DCC received a second reading of the proposed revisions to AP 6250, Budget Management and Revised BP 6340, Bids and Contracts. Both items were presented to DCC on February 27 and pulled from consideration at that time. Subsequent to the meeting, Vice Chancellor Fred Williams provided clarification on the applicable Title 5 Sections pertaining to AP 6250 (§58307 for sections 2.0 and 3.0 and §58308 for section 4.0) and no additional revisions to BP 6340 were deemed necessary.

There was consensus to approve BP 6340 and forward it to the Board for their consideration and approve AP 6250 and post it on the District website.

Revised BP 7240, Management Employees and Revised AP 7120-4, Management Employee Hiring: DCC reviewed a first reading of proposed revisions to BP 7240, Management Employees and Revised AP 7120-4, Management Employee Hiring as a result of suggestions made by the Board in order to ensure consistency between BP 7240, AP 7120-4, and current practice. The Board suggested that the language in section 4.2 be revised to read, “The Vice Chancellors and Presidents shall be appointed by the Chancellor with the advice and final approval of the Board of Trustees” and suggested that language in AP 7120-4, section 9.5 would also need to be revised.

Subsequent to Chancellor Cliff Breland noting that the revisions were made to clarify that the Chancellor selects, but the Board hires, **there was consensus to approve BP 7240 and forward it to the Board for their consideration and approve AP 7120-4 and post it on the District website.**

Revised BP/AP 4020, Program and Curriculum Development: DCC received a first reading on proposed revisions to BP/AP 4020, Program and Curriculum Development. In October 2021, as part of the continuous review cycle revisions, DCC requested that the District Curriculum Coordinating Committee review and provide input regarding BP/AP 4020, Program and Curriculum Development. The campus curriculum committees and the academic/faculty senates went through a detailed review and vetting process and brought their recommendations to the District Curriculum Coordinating Committee (DCCC) for review and approval last fall. DCCC, having approved the version reviewed and approved by the campuses and as a subcommittee of DCC, is bringing the BP/AP for DCC review and approval.

During the discussion, members agreed to the following revisions to AP 4020, section 7.0: revised the title to read, “Commitment to Diversity, Equity, Inclusion, Anti-Racism, and Accessibility” and revise the language to read, “...infuse an inclusive, accessible, and anti-racist perspective into the curricular offerings, and programs and curricula that include instruction from the perspective of racially minoritized, historically marginalized, and underrepresented people including individuals with disabilities.” [Emphasis added.] Subsequent to the discussion, **there was consensus to approve BP 4020 and forward it to the Board for their consideration and approve AP 4020 and post it on the District website.**

Revised AP 5070, Attendance: DCC received a first reading of proposed revisions to AP 5070, Attendance which was revised to address the changes to Title 5 regulations on student attendance accounting. The 320 Workgroup reviewed AP 5070 and recommended deleting the details on the computation of FTES for specific attendance accounting methods, and instead updating the language to reflect general compliance with the California Community College’s Chancellor’s Office and Title 5 regulations. The proposed revisions reflect the broader compliance language and clarify the positions within the District responsible for preparing, reporting, and certifying the CCFS 320 apportionment reports.

There was consensus to approve AP 5070 and post it on the District website.

ADJOURNMENT: The meeting adjourned at 3:34 p.m.