



## **District Consultation Council Meeting**

**November 27, 2023**

**2:00 p.m.**

**Anaheim Campus Room 105**

**Videoconferencing participation available from the Cypress College President's Conference Room  
and the Fullerton College President's Conference Room B**

### **AGENDA**

#### **MEETING SUMMARY**

- |                             |               |
|-----------------------------|---------------|
| 1. October 23, 2023 Summary | <b>Action</b> |
|-----------------------------|---------------|

#### **STRATEGIC GOALS & PLANNING**

- |  |                   |
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| 1. Educational & Facilities Master Plan Refresh 2023 | <b>Discussion</b> |
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| 2. Winter Intersession Survey and Discussion | <b>Discussion</b> |
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| 3. Sustainability Electric Vehicle Charging Rate | <b>Information</b> |
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#### **OPERATIONAL REVIEW**

- |   |                    |
|---|--------------------|
| 1. PACE Climate Survey for Community Colleges | <b>Information</b> |
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- |   |                   |
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| 2. Institutional Effectiveness Coordinating Committee Council Restructuring | <b>Discussion</b> |
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#### **POLICY**

- |  |               |
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| 1. New BP 3830, Flying of National, State, and Commemorative Flags | <b>Action</b> |
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#### **OTHER ITEMS**

- |                                 |                   |
|---------------------------------|-------------------|
| 1. 2024 DCC Meeting Location(s) | <b>Discussion</b> |
|---------------------------------|-------------------|

**DISTRICT CONSULTATION COUNCIL**  
**October 23, 2023**

**SUMMARY**

**MEMBERS PRESENT:** Yasmine Andrawis, Byron D. Clift Breland, Jennifer Carey, Treisa Cassens, Jennifer Combs, Damon De La Cruz, Christie Diep, Jean Foster, Martha Gutierrez (for Valentina Purtell), Geoff Hurst, Cherry Li-Bugg, Kathleen McAlister, Cynthia Olivo, Jennifer Oo, Jeremy Peters, Jesus Ramirez Jr., Irma Ramos, Jeanette Rodriguez, Chloe Serrano, Pamela Spence, and Kai Stearns.

**VISITORS:** Danielle Davy.

Chancellor Byron D. Clift Breland called the meeting to order at 2:04 p.m.

**MEETING SUMMARY**

**Summary:** The summary of the September 25, 2023 meeting was approved as submitted.

**STRATEGIC GOALS & PLANNING**

**Winter Intersession:** Chancellor Byron D. Clift Breland introduced discussion on the winter intersession in light of the recent discussions and resolutions that have been adopted. He asked members to discuss what the consultation process looks like as the District plans and develops the winter intersession schedule in order to have a shared understanding of how we move forward. He encouraged attendance at the upcoming Focus on the Future Summit where Rob Johnstone will address scheduling and the consultation process, and expressed hope in being able to design a smooth process that makes sense of course offerings and when they are offered that is also in line with the union contract.

During the discussion, members shared the following:

- At Cypress College, the issue is time because some programs will not offer courses with anything short of eight-weeks. With a longer term, there will be more buy-in and more offerings.
- Do we need to have the winter break?
- At Fullerton College, the Faculty Senate votes on the calendar and then it is endorsed by the Senate. That did not occur, and the substantive change caused issues, but mirroring that process would be beneficial.
- United Faculty noted that they negotiate after they have received feedback from the Senates, but they do not take it back to the Senates because it is the union's purview, and that nothing occurred this year that was out of order because the two semesters had already been negotiated and approved.
- Suggested that moving forward, winter intersession be included when negotiating the academic calendar so that faculty have input on student impact.
- Support for winter intersession, but noted its limitations of being exclusively online and occurring during the winter break.

- United Faculty will distribute a faculty survey to ask what they would like (length of winter intersession, the need for a spring break, ending before Memorial Day, etc.) because now that there is a winter intersession people might consider different things.
- Chancellor Cliff Breland stated that it makes sense hiccups will occur because it's a transformational decision for the District that will open up access for students. He encouraged reviewing our options so that processes don't get in the way of what we want, how we have that conversation parallel to negotiations, and how survey results will be shared to ensure that everything is clear.
- Winter intersession affects classified staff as well because the winter break is typically when they take time off and currently there is no break between semesters for them.
- For Cypress College students, it throws off their students schedules and unit cap and adds an extra step because they have to get permission from counselors. Petitioning for classes can also take a while and will those be approved prior to registration dates? What if a winter intersession class is a prerequisite for the spring semester – how will the student be able to register knowing that one depends on the other? (The enrollment cap can be adjusted because it's an agreement by both colleges. Vice Chancellor Cherry Li-Bugg will also be meeting with the registrars to discuss winter intersession and will discuss these concerns.)
- At Cypress College, there is a concern about not having a cap for winter intersession. Will that be monitored?
- Chancellor Cliff Breland asked if all calendar related items can be presented to the Senates in the fall semester for input when trying to calendar for two years? (United Faculty reiterated that it would only be for input, not approval.)
- Moving forward, the winter intersession will be included in academic calendar discussions.
- Encourage faculty to embrace the changing direction of education.
- It would be helpful for the United Faculty survey to include scenarios in order to share what would be changing in order to allow additional changes, and also an option for in-person testing.
- During the summer session, different parts of term are offered which change options and provide more flexibility.
- Is a 15-week calendar possible?
- How are classes scheduled and who gets to decide? (United Faculty stated that the process is in the contract with the dean creating the schedule based on interest and feasibility. The Senate Presidents disagreed, noting that multiple factors are involved including impact on fall and spring enrollment, modality, specialty classes, student demand, waitlists, and consultation with faculty.
- The need to separate the semesters and the intersessions and to understand who is making the decisions because four-week classes are taking place whether or not faculty members pedagogically agree.
- At NOCE, there are scheduling conflicts even without a winter intersession.

## **POLICY**

**New BP 3830, Flying of National, State, and Commemorative Flags:** Chancellor Byron D. Cliff Breland led a review of proposed BP 3830, Flying of National, State, and Commemorative Flags after having requested constituent group feedback at prior DCC meetings and noted that the Board is interested in receiving a copy of the policy sooner rather than later.

Members reviewed the recommendations provided by the Cypress College President's Advisory Council and the Fullerton College Faculty Senate and during the discussion it was noted that

NOCE students had recently provided feedback and that CSEA would have input soon. Other points that were raised included: the difference between nationally or state recognized flags; the need to reach out to District affinity groups who might not be aware of the current discussions; the raising of the Juneteenth flag which occurs outside of Black History Month; a suggestion to change “months” to “dates” to commemorate groups that occur outside of their designated month; and how flags will be selected. Chancellor Clift Breland requested feedback be shared at the next DCC meeting with a goal of taking proposed BP 3830 to the December 13 Board meeting as a first reading.

**Program Discontinuance Workgroup (BP/AP 4021):** At the May 23 DCC meeting, Kathleen McAlister and Jennifer Combs presented a proposal to suspend the District program discontinuance policy pending revisions of BP/AP 4021, Program Discontinuance at the request of the Cypress College Academic Senate due to concerns about how the process is invoked and interpreted, and the need for more faculty representation for the special review committee that requires a comprehensive look from a United Faculty perspective. At that time, Chancellor Clift Breland agreed to form a review committee to update the policies and at the September 25 DCC meeting an initial workgroup was formed.

DCC discussed the status of the workgroup, and it was noted that an email had been sent to identify the individuals who could help guide the discussion regarding who should be involved in the workgroup. Members also discussed the following points: 1) what would trigger a review; 2) revitalization and who would be included in the review group and who would vote; 3) consideration of having the same process for program review and revitalization; 4) the need to look at enrollment numbers and other data points in the process; 5) the need to look at programs where the District cannot fulfill the 15-unit obligation for faculty due to change in demand; and 6) inclusion of program review chairs, researchers, instructional/CTE deans and faculty, and curriculum chairs.

Subsequent to the discussion, Chancellor Clift Breland asked for volunteers to lead the workgroup and there were none. In response, Jennifer Combs stated that she would send another call out for participants.

**ADJOURNMENT:** The meeting adjourned at 3:21 p.m.

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 20, 2023

From: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**Educational and Facilities Master Plan (EFMP) Refresh 2023**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion	X	Action	
First Reading	X	Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **30 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The original EFMP creation was conducted at the onset of the COVID-19 pandemic. In the document there was a plan to revisit the EFMP in 3 years to better understand how the pandemic has reshaped our educational goals and standards. Therefore, the District contracted with the original EFMP consultants to review and refresh the 2020 EFMP. The purpose of the Refresh is to review and assess the changing educational landscape, post pandemic and to update the facilities construction priorities as a result. We've worked to bring the document to current and update any language or initiatives that were outdated or needed revision.

5. RECOMMENDATION:

**It is recommended that DCC conduct its first reading of the 2023 EFMP Refresh.**

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**The EFMP Refresh Steering Committee; Chancellor's Staff, campus leadership and stakeholders.**

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 20, 2023

From: Kathleen McAlister, Academic Senate President

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**Winter Intersession Survey and Discussion Continued**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion	X	Action	
First Reading		Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **30 Minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

**Kathleen McAlister would like to discuss concerns about the language and the options provided in the United Faculty intersession survey. She will share information regarding the intersession format, timeframes, and offerings at other colleges and discuss the continued need for meaningful faculty consultation regarding intersession options. (Please refer to the joint resolution approved by the Cypress College Academic Senate and Fullerton College Faculty Senate, presented at the Board of Trustees meeting on 10/10/23.)**

5. RECOMMENDATION:

**The recommendation is for continued consultation and exploration of intersession options that would not impact the calendar substantially (by eliminating Spring Break or extending the Spring term beyond Memorial Day) but would allow more programs to participate effectively.**

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**Joint Resolution of the Cypress College Academic Senate and Fullerton College Faculty Senate: Urge NOCCCD to Consult with the Academic Senates Regarding Winter Intersession**

**WHEREAS**, The North Orange County Community District did not consult with faculty and the Academic Senates regarding the proposal to offer a fully online four-week winter intersession; and

**WHEREAS**, the Academic Senate for California Community Colleges has resolved that “the Academic Senate for California Community Colleges urge local senates to take a leading role in any decision to adopt compressed and/or alternative calendars since the decision will impact the student learning experience;”<sup>1</sup> and

**WHEREAS**, the Academic Senate for the California Community Colleges has affirmed faculty primacy in decisions about course format<sup>2</sup> and resolved “that the Academic Senate for California Community Colleges recommend that when a course of three or more semester or equivalent quarter units is to be offered in a time frame of fewer than six weeks, the local curriculum committee, as part of the curriculum approval process, engage the discipline faculty in a separate review of the course for the following: academic integrity and rigor, the method for meeting Carnegie units, the ability for students to complete and for faculty to evaluate assignments, including those done outside of class, and the appropriateness of the method of delivery, to determine whether the course should be offered in a specific shortened time frame;”<sup>3</sup> and

**WHEREAS**, Title 5 (section 53200) stipulates that district governing boards shall rely primarily upon the advice or judgment of the Academic Senate in matters related to curriculum;

**THEREFORE, BE IT RESOLVED**, that the Cypress College Academic Senate and Fullerton College Faculty Senate urge the North Orange County Community College District to recognize the authority of the discipline faculty and Curriculum Committee in curricular matters, including the right to make determinations about course format (timeframe and modality); and

**BE IT FURTHER RESOLVED**, that the Cypress College Academic Senate and Fullerton College Faculty Senate urge the North Orange County Community College District to consult with discipline faculty and the Academic Senates to make determinations about winter intersession offerings and scheduling.

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<sup>1</sup> 13.04 F01 [ASCCC Resolution: “Compressed and/or Alternative Calendars”](#)

<sup>2</sup> See [ASCCC “Enrollment Management Revisited” Adopted Spring 2009, 13-15](#) and [ASCCC “Enrollment Management Revisited Again: Post Pandemic” 2022-2023, 40-43](#) and [Becker, Zerryl. Senate Rostrum, “Maintaining the Academic Integrity of Short Term Courses” Apr. 2010.](#)

<sup>3</sup> 9.01 F06 [ASCCC Resolution: “Academic Integrity in Courses Offered in Shortened Time Frames”](#)

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 14, 2023

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**Sustainability Electric Vehicle Charging Rate**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only	X	Second Reading	
Review/Discussion		Action	
First Reading		Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **15 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

In an effort to address increasing energy costs across the state, and to be consistent with local Electric Vehicle (EV) charging rates in the city of Fullerton, the District will begin to charge for its EV stations at a rate of \$0.35 per kWh for the first 4 hours and \$5.00 per hour thereafter, to incentivize keeping the space free for other drivers.

The EV charging program at Fullerton College began in 2016 with 6 plugs on the south side of the Lemon Parking Structure. In 2021, another 44 ports were added inside the first floor of the structure, and a meter was installed to separately track their electricity usage. Initially, during the 2021-22 academic school year, the 50 ports were only being utilized 15-22% of the time. As the community returned to campus, that utilization has gone up to around 63%, and continues to rise each semester.

At the beginning of the program in 2016, the EV chargers were free to use. At the time the meter was separated in 2021, it was costing around \$700/month to operate the charging array. Today, they cost an average of \$3,360/month to operate, coming in at \$40,316.27 in the last 12 months. No fee has been implemented to date.

In the community surrounding Fullerton College, there are no free charging ports outside of those reserved for residents of closed off apartment complexes. Most public ports in the neighborhood charge between \$0.35 and \$0.40 per kWh. The proposed charging rate of \$0.35 per kWh fits within the lower end of this range. Annually, this would generate roughly \$100,000, after 10% is kept by the station vendor, ChargePoint. This would provide enough revenue to pay off the electricity costs associated with the panels, as well as fund for maintenance on the equipment.

5. RECOMMENDATION:

**Members are asked to review the information provided.**

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**Chancellor's Staff and Budget Officers.**

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 7, 2023

From: Gabrielle Stanco, District Director, Research, Planning and Data Management and  
Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**PACE Climate Survey for Community Colleges**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only	X	Second Reading	
Review/Discussion		Action	
First Reading		Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **10 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

**Presenters will discuss the PACE survey results from 2023. The survey was designed by the Belk Center for Community College Leadership and Research and collected 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 and spring 2023, so trend comparisons will also be shared and discussed.**

5. RECOMMENDATION:

**None**

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**Institutional Research and Planning Directors from Cypress, Fullerton, and NOCE**

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 16, 2023

From: Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology and  
Gabrielle Stanco, District Director, Research, Planning and Data Management

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**Institutional Effectiveness Coordinating Council (IECC) Restructuring**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion	X	Action	
First Reading		Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **10 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

**The Institutional Effectiveness Coordinating Council is a district governance committee that is charged with making recommendations to District Consultation Council on policies, planning, and other matters related to research, accreditation, and mandated reporting (e.g., MIS). In recent years, the council has struggled to meet a quorum due to low attendance. The return to in person meetings due to the sunset of the remote Brown Act has compounded attendance challenges. Therefore, it is recommended that DCC consider reconstituting the IECC into an organizational group advising the Vice Chancellor of Educational Services and Technology. This restructuring would allow more flexibility in the format and timing of the meetings but would still allow for the valuable input from the constituent groups that are part of the council.**

5. RECOMMENDATION:

**Reconstitute IECC as an organizational group, advising the Vice Chancellor of Educational Services and Technology**

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**IECC members**

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: November 20, 2023

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of November 27, 2023

1. AGENDA ITEM NAME

**New BP 3830, Flying of National, State, and Commemorative Flags**

2. AGENDA ITEM ACTION (Please check all that apply.)

Information Only		Third Reading	X
Review/Discussion	X	Action	X
First Reading		Consent Agenda Item	

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **30 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The District does not currently have a Board policy governing the flying of commemorative flags. Recent events have demonstrated an interest on the part of campus communities in flying flags for certain observances and in response, the Board proposed BP 3830, Flying of National, State, and Commemorative Flags.

At its August 23 meeting, DCC received a first reading of proposed BP 3830. At that time Chancellor Clift Breland requested that members share BP 3830 with their respective constituent groups and note feedback to share with DCC, and agreed to form a subcommittee that will work to develop the Board Policy and corresponding Administrative Procedure with the feedback received.

At the September 20 and October 23 DCC meetings, Chancellor Clift Breland asked all groups to bring feedback to the November DCC meeting for review by members with a goal of presenting a draft to the Board on December 12. The draft provided reflects suggestions received to date.

5. RECOMMENDATION:

It is recommended that upon DCC consensus, draft BP 3830 be forwarded to the Board for their consideration.

6. OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

**Board of Trustees**

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## **BP 3830 Flying of National, State, Military, and Commemorative Flags**

Reference:

**4 U.S.C. Sections 5 et seq.;**  
**Government Code Section 436**

- 1.0 Outdoor flags shall be flown at District campuses in the following order of precedence: 1. United States flag; 2. State of California flag; **3. Military flags;** and 3. commemorative flags.
  - 1.1 The POW/MIA flag shall be flown on Memorial Day and Veterans Day directly below the United States flag. **The POW/MIA flag may be flown on other days as decided by the campus, in conformance with federal and state laws and policies.**
- 2.0 The flags of the United States and the State of California shall be displayed in conformance with federal and state laws and policies.
- 3.0 Military Branch Flags may be flown at any time as decided by the campus, in conformance with federal and state laws and policies.**
- 3.0 Commemorative flags:
  - 3.1 The District's flagpoles do not serve as a forum for free expression by the public. Only those commemorative flags listed in this policy or otherwise approved by the Board of Trustees may be exhibited.
  - 3.2 Flags that commemorate Black History Month, Women's History Month, Asian/Pacific American Heritage Month, Pride Month, National Hispanic Heritage Month, and Native American Heritage Month may be flown on campus flagpoles during their designated month **dates (replacing month)** as expressions of the official sentiments of the District.
  - 3.2 Flags that commemorate nationally recognized heritage and history months may be flown only on identified campus flagpoles during their designated or pre-approved month as expressions of the official sentiments of the District. The District will agree on which approved flag for each month will be flown.**
  - 3.3 The Chancellor may recommend for approval by the Board of Trustees other commemorative flags consistent with the mission and values of the District.
  - 3.3 The Academic/Faculty Senates, Associated Student Government, Classified Senates, and/or the President's Advisory Committees from each site may recommend for approval by the District Coordinating Council (DCC) other commemorative flags consistent with the mission and values of the District. DCC will address these recommendations and may recommend other flags to the BOT for approval.**

**BP 3830 Flying of National, State, Military, and Commemorative Flags**

**3.3** The Board of Trustees will clarify, define and set parameters of what is a commemorative flag and what will be approved by the District. The approval process of commemorative flags should be consistent and acceptable for all campuses.

4.0 The Chancellor is responsible for the proper execution of this policy.

Date of Adoption: TBD

**Red – Suggestions made by the Cypress College PAC**

**Green – Suggestions from the FC Faculty Senate**

**Purple – Suggestions made by CSEA**

**Blue – Suggestions made by the Cypress College Academic Senate (noted below)**

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- Members of the Senate suggested that the District should reach out to specific affinity groups for feedback on BP 3830 since they may not know about conversations happening in representative bodies, and they may not know how to participate in the discussion.
- Senate was divided about whether to call out specific months/dates and groups to commemorate or to have a more general statement--in line with what Cypress College PAC has proposed. Of the two divisions in which all faculty were surveyed, the majority in the Social Sciences (85%) and Language Arts (67%) approved of the original wording of the BP.
- If specific groups are called out in the BP, there is a suggestion to add “Arab American Heritage Month.”
- The majority of the Senate seemed to support expanding the BP language to include “state” and “nationally” recognized groups and “remembrance” and “awareness” months/days in addition to history/heritage months—for example, “Disability Awareness Month” and Juneteenth.