



District Consultation Council Meeting

February 23, 2026

2:00 p.m.

Anaheim Campus – Room 105 (1st Floor)

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

AGENDA

MEETING SUMMARY

- | | |
|-----------------------------|--------|
| 1. January 26, 2026 Summary | Action |
|-----------------------------|--------|

STRATEGIC GOALS & PLANNING

- | | |
|--------------------------------------------------------|-------------|
| 1. 2026-27 Budget Assumptions for the Tentative Budget | Information |
|--------------------------------------------------------|-------------|

OPERATIONAL REVIEW

- | | |
|---------------------------------------------------------|-------------|
| 1. Digital Accessibility Compliance | Information |
| 2. Communications Protocols for Immigration Enforcement | Discussion |

POLICY

- | | |
|--------------------------------------------------------------------------------|------------|
| 1. New BP 3450, Feral and Stray Animals on District Property | Action |
| 2. Revised Board Policies & Administrative Procedures – Review Cycle Revisions | Action |
| 3. New Drone Policy | Discussion |
| 4. New APs: Inclusive Restrooms and Inclusive Locker Room Facilities | Discussion |

OTHER ITEMS

- | | |
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| 1. | |
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DISTRICT CONSULTATION COUNCIL
January 26, 2025

SUMMARY

MEMBERS PRESENT: Erika Almaraz, Byron D. Cliff Breland, Danielle Davy (for Annalisa Webber), Brandon Floerke, Karla Frizler, Bridget Kominek, Elaine Loayza, Candace Lynch, Flavio Medina-Martin, Khaoi Mady, Jaclyn Magginiti, Michelle Patrick Norng, Aaron Pilkey, Valentina Purtell, Irma Ramos, Joel Salcedo, Marlo Smith, Kai Stearns, Scott Thayer, and Jennifer Vega La Serna. Cynthia Olivo joined at 2:59 p.m.

VISITORS: Rosanna Islas and Julie Leggin.

ABSENT: Stephen Estrada and Kathleen McAlister.

CALL TO ORDER: Chancellor Byron Cliff Breland called the meeting to order at 2:09 p.m.

MEETING SUMMARY

Summary: The summary of the November 24, 2025 meeting was approved. **There was consensus to approve the summary with three abstentions** (Karla Frizler, Aaron Pilkey, and Marlo Smith) **and one absence** (Cynthia Olivo).

STRATEGIC GOALS & PLANNING

Governor's 2026-27 Budget Proposal: Erika Almaraz, Acting Vice Chancellor of Administrative Services, shared information regarding the Governor's Proposed Budget which is fully balanced and projects \$42.3 billion in revenues above expectations in the 2025 Budget Act related to a stronger-than-expected stock market and investor enthusiasm surrounding artificial intelligence.

- For California Community Colleges, the budget proposal focuses on maintaining base funding stability and continued investment in priorities aimed at achieving Vision 2030 and Roadmap goals.
- Under the proposal, the overall state budget would be higher than in 2025-26, increasing by about 8.7% to \$348.9 billion, reflecting higher state receipts driven by stock market gains. General Fund spending would increase by nearly \$20 billion (8.7%) to \$248.3 billion.
- The proposal for additional ongoing spending includes \$240.6 million for a 2.41% cost-of-living adjustment (COLA) for community college apportionments and about \$30.6 million for COLAs and adjustments to certain categorical programs. It also includes \$87.2 million to cover systemwide enrollment growth of 1.5% over two years (\$55.3 million for growth of 1.0% starting in 2025-26 and \$31.9 million for 0.5% growth starting in 2026-27).
- One-time funding in the proposal includes \$120.7 million to address deferred maintenance, \$100 million for the Student Support Block Grant, \$36 million to fully scale the Common Cloud Data Platform, and \$35 million to scale and institutionalize the Credit for Prior Learning Initiative.
- The Governor's proposal includes capital outlay funds from Proposition 2 to support 39 projects. This includes \$25 million in Proposition 2 funding for the Fullerton College STEM Vocational Center.

Additional Considerations:

- As state revenue projections rely heavily on the artificial intelligence boom, a downturn in the stock market continues to be a significant risk.
- Although the California Community College system requested to fund credit FTES at the higher of the three-year average or the amount reported in the current year, it was not included in the Governor's Proposed Budget.

Acting Vice Chancellor Erika Alamraz reported that the P-1 report was submitted with FTES up by 1,153.54 over last year. The District is close to meeting our enrollment targets and projecting that we will be out of hold harmless status this year.

During the discussion, members from Fullerton College shared that enrollment is down significantly at the campus and that the decline might be due to the new registration system. They expressed concern about the interface, that the changes are making it harder for students to find the classes they need, for faculty to see the enrollment for their classes, and frustration over the specificity that is required to search for courses. In response, Khaoi Mady, Interim Executive Director of Information Technology, noted that the search function is listing Cypress College classes first and IT is addressing the issue by asking students to choose a campus first in class searches. He stated that it was the first time he was hearing some of the issues, but asked anyone encountering problems to submit an IT help ticket because they are reviewed daily to resolve issues.

Evaluation of the Resource Allocation Model: Acting Vice Chancellor Erika Almaraz provided a brief update on the evaluation of the Resource Allocation Model (RAM) which is evaluated on an annual basis. Proposed changes to the RAM were presented at the October 13, 2025 Council on Budget and Facilities (CBF) meeting and feedback regarding changes was obtained at subsequent meetings including the November 24, 2025 DCC meeting. Following those discussions, CBF agreed to form a Resource Allocation Model Workgroup to further evaluate changes to the RAM before forwarding additional recommendations to DCC.

As part of the update, she noted that the shifting of 100% of indirect cost funds to utilize the dollars to fund a post-award grants accounting team that was approved by DCC will go into effect during the 2026-27 fiscal year.

OPERATIONAL REVIEW

District Technology Committee – Change to Charter: At the November 24, 2025, DCC meeting, Khaoi Mady, Interim Executive Director of Information Technology, presented an update to the DTC Charter by replacing the Vice Chancellor of Educational Services & Technology as the non-voting chair with the Executive Director of Information Technology. This change was proposed because the role of Vice Chancellor of Educational Services & Technology no longer exists in this capacity. At that time, DCC members suggested additional updates to the DTC membership and representative list which will be reviewed further and presented to DCC at a later date. To ensure continuity of operations in the interim, approval was sought to amend the DTC Charter to replace the Vice Chancellor of Educational Services & Technology with the Executive Director of Information Technology as the non-voting chair.

During the discussion, Khaoi Mady clarified that the five IT managers on the committee include the IT Directors at Cypress College, Fullerton College, and NOCE, along with the District Information Security Officer and the District Executive Director of IT. For the time being, the fifth vote for the Executive Director will remain vacant. He also noted that DTC had the same concern as CSEA about classified representatives being site-based IT technical leads instead of union appointments, and the matter will be discussed further.

There was unanimous consensus to approve the change to the District Technology Charter to make the Executive Director of Information Technology the non-voting chair.

POLICY

Policy Review and Development Process: At the October 27, 2025 DCC meeting, the Policy Review and Development Process was revisited to ensure clarity, consistency, and alignment with the District's participatory governance framework. An updated chart is provided at this time for further discussion.

Chancellor Byron Clift Breland noted that there are a number of policies under development with Board involvement and with the establishment of the Board Policy Review Committee, he wanted to share an updated policy development process chart. New language includes listing the Board in the new Board Policy development process as someone who can work to draft new language and also adding, "The proposed new Board Policy is first reviewed by the Board Policy Review Committee" to the final step before a policy is presented to the Board for approval.

During the discussion, it was noted that the role of the Board Policy Review Committee should also be noted in the BP/AP review process. It was also noted that while the Board reviews all Board Policies and Administrative Procedures, they do not provide input of APs as those are the purview of the Chancellor and DCC.

Revised Board Policies & Administrative Procedures – CCLC Legal Updates: The proposed revisions to the following BPs and APs included reference section updates pursuant to the 2024 changes to ACCJC Accreditation Standards, to update legal citations, and to update legal language as provided by the CCLC Policy and Procedure Legal Updates Service. Additional revisions include minor grammar corrections in keeping with District practices.

- **BP 2015, Student Members**
- **AP 3415, Immigration Enforcement Activities**
- **BP 4010, Academic Calendar**
- **BP 4020, Program and Curriculum Development**
- **BP 4025, Philosophy and Criteria for ~~Associate Degrees~~, [and](#) ~~General Education~~, ~~and Bachelor's Degree~~**
- **AP 4025, Philosophy and Criteria for ~~Associate Degrees~~, [and](#) ~~General Education~~, ~~and Bachelor's Degree~~**
- **BP 4100, Graduation Requirements for Degrees & Certificates**
- **AP 4100, Graduation Requirements for Degrees & Certificates**
- **BP 5050, Student Success and Support Program**
- **AP 5050, Student Success and Support Program**

During the discussion of AP 3415, members asked for guidance on how to react should immigration enforcement officers come on campus. Chancellor Byron Clift Breland stated that under no circumstances should employees interfere with immigration enforcement activities due to safety concerns, and instead they should immediately contact campus safety. Members asked if under the current climate it would be appropriate to make responding to immigration enforcement activities a required training for all employees. The Chancellor noted that mandating the training wasn't an option, but the District can provide it, encourage participation, and circulate information.

Members suggested sending a districtwide message to help faculty and staff by acknowledging what's going on and the difficulty of working under the current circumstances, and to share the resources and support that is available. It was noted that NOCE has multiple resources to address responses to immigration activity on campus, and that Fullerton College has created helpful materials, including an infographic, to communicate the process. Members questioned what campus safety would do in these situations, stated that faculty need more guidance on how to respond, and also advocated for campus safety officer training on the new processes.

The Chancellor responded that he would discuss the concerns with Quyen (Q) Vuong, District Director of Campus Safety, in order to develop a plan and continue the discussion in DCC.

As part of the discussion, it was agreed to pull BP/AP 4100 from the listing in order to research any ramifications or legal challenges of removing the requirement regarding publishing graduation requirements in the District's catalog pursuant to changes in the Title 5 regulations as recommended by CCLC.

There was unanimous consensus to approve, with the exception of BP/AP 4100, the revised Administrative Procedures and post them on the District website and forward the revised Board Policies to the Board for their consideration.

New AP 3440, Service Animals: The Community College League of California (CCLC) Policy and Procedure Legal Updates Service indicates that all districts are legally required to establish an administrative procedure to address the use of service animals. After reviewing CCLC's recommended language, staff developed AP 3440, Service Animals to ensure compliance and clarity which was shared with DCC for a first reading on September 17, 2025. Based on the discussion at that meeting, staff proposed further edits to AP 3440 and DCC received a second reading of the newly developed AP 3440, Service Animals with revisions noted in red on November 24, 2025.

Julie Leggin, District Director, Risk Management & Workplace Safety, led a brief overview of the revisions which are based on the suggestions that were received noting that while the language was altered, the intent remained the same of trying to balance the law with equitable treatment of employees and animals.

During the discussion, Julie Leggin noted that there would be exceptions for campus events that are approved by Risk Management and in response to a hypothetical scenario about an employee being allergic to another employee's service/emotional support animal she stated that Human Resources and Risk Management would work together to find a solution.

There was unanimous consensus to adopt new AP 3440, Service Animals and post it on the District website.

OTHER

Compensation for Student Participation on Committees: Michelle Patrick Norng inquired if the District could consider the possibility of compensating student representatives on campus committees in order to increase participation. It was noted that students are already compensated for participation on hiring committee and districtwide participatory governance meetings, and that the compensation rate would be provided to members.

Elimination of Negative Terminology: Cynthia Olivo referenced a new California law to eliminate negative terminology and suggested a DCC conversation on how the District and campuses are implementing it.

Next DCC Meeting: The next DCC meeting will take place on Monday, February 23, 2026 in Room 105 at the Anaheim Campus.

ADJOURNMENT: The meeting was adjourned at 3:29 p.m.

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 19, 2026

From: Erika Almaraz, Acting Vice Chancellor, Administrative Services

Re: Agenda Item for District Consultation Council Meeting of February 23, 2026

1. AGENDA ITEM NAME

2026-27 Budget Assumptions for the Tentative Budget

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:

To present the initial budget assumptions for the Tentative Budget and to allow members to discuss the information.

5. RECOMMENDATION:

Members are asked to receive and review the information on the budget assumptions.

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

Council on Budget and Facilities Members

**North Orange County Community College District
2026-27 Early Preliminary Budget
Resource Allocation Model - Budget Assumptions**

Student-Centered Funding Formula

Estimated COLA	2.41%
	January
Apportionment Base:	<u>2026-27</u>
Basic Allocation	\$ 18,182,951
Credit FTES	149,250,088
Special Admit	7,493,972
Non-Credit FTES	5,516,034
CDCP	<u>26,191,382</u>
Subtotal	\$ 206,634,427
Supplemental Allocation	47,940,076
Student Success Incentive Allocation	28,019,799
SCFF Earned Allocation	\$ 282,594,302
2026-27 SCFF Total Revenue	\$ 282,594,302

State Revenue

Enrollment Fee Waiver	
2% fee waiver administration allocation estimate:	\$ 317,850 <A>
Full-Time Faculty Hiring Funds 2018-19	
Provided separately from SCFF in 2018-19 (no COLA on this since initial allocation)	\$ 1,441,228 <A>
Part-Time Faculty Compensation Items	
Est. reimbursement for PT faculty office hours	\$ 3,194,052 <A>
Est. reimbursement for PT faculty compensation	\$ 726,545 <A>
Lottery Funds	
Unrestricted lottery projection, \$191 per FTES:	\$ 6,108,078 <A>
Restricted lottery projection, \$82 per FTES:	\$ 2,582,858
Mandated Costs	
Budget proposal includes funding for Mandated Block Grant, \$37.34 per FTES:	\$ 1,176,315 <A>

Local Revenue/Self-Supporting Revenue

Interest & Investment Income	
Interest earnings estimate	\$ 3,000,000 <A>
Miscellaneous Districtwide Income	
Other miscellaneous income estimate:	\$ 10,000 <A>
Budget Center Revenues	
Budget Centers have provided for the self-supported activities for each quarter. Included in this section, Cypress College and Fullerton College have budgeted Nonresident Tuition as part of ongoing revenues.	
	\$ 6,605,355 <A>
Interfund Transfer In	
Transfer In from Redevelopment Funds:	\$ 1,000,000 <A>
Additional Contribution from OPEB Trust	
Up to \$6.0M for FY 2024-25, 2025-26, 2026-27	\$ 6,000,000
Total Revenues (excluding Contrib. from OPEB Trust)	<u>\$ 306,173,725</u> = sum of <A>

**North Orange County Community College District
2026-27 Early Preliminary Budget
Resource Allocation Model - Budget Assumptions**

Appropriations and Expenditures

Permanent Position Budgets

All Permanent Positions have been budgeted based on applicable employee step, grade, and, if applicable, longevity, premium pay, professional growth and education stipends.

\$ 198,724,668

The current rates for benefits have been applied as follows:

	25-26	26-27 Prelim
<u>STRS</u> : For employer share of contributions towards STRS pension costs.	19.10%	19.10%
<u>PERS</u> : For employer share of contributions toward PERS pension costs.	26.81%	26.40%
<u>OASDI</u> : For State Disability Insurance and Medicare required.	6.20% & 1.45%	6.20% & 1.45%
<u>SUI</u> : State Unemployment Insurance.	0.05%	0.05%
<u>WC</u> : Worker's Compensation Rate to contribute towards worker's comp costs.	0.50%	0.50%
<u>RB</u> : Contribution rate toward ongoing retiree health benefit costs.	0.00%	0.00%

Health & Dependent Care Coverage Costs

\$ 25,159,547

Health costs are expected to increase. This estimates an increase of 5% over prior calendar year.

All groups' current agreements include a contribution by the District toward dependent care coverage as well as full family coverage. An estimate of these costs was added based on 25-26 employee participation.

Total Estimated Permanent Position Costs

\$ 223,884,215

Other Operating Expenses

The remaining costs outside of position control have been budgeted to help meet departmental needs at each budget center. Included herein are estimated costs for Adjunct faculty.

Other Non-Permanent Personnel Costs (including Adjunct, Overload, Hourlys)

Extended Day budgets estimated using 25-26 Proposed Budget. Associated benefits have been included.

\$ 44,583,757

Health Costs

Part-time Faculty Insurance premiums

\$ 3,788,410

Expected reimbursement

\$ (3,788,410)

Other Budget Center Expenses: Amounts estimated based on 25-26 budgets.

\$ 25,022,433

Districtwide Expenses

Districtwide expenses include budget for costs that have been approved through CBF and DCC and that will be shared across all budget centers.

\$ 6,990,806

Total Expenses (net of Contrib. from OPEB Trust)

\$ 300,481,211

Items not included in Budgeted Expense:

Estimated cost of Job Family Study

TBD

Required FY'27 Increase to Board Policy Reserve

\$ 851,066

Estimated One-Time Contingency Payment FY 2026-27

\$ 7,306,317

Augmentation to Extended Day Budgets (based on 2025-26 projection)

\$ 13,600,000

Estimated cost savings from vacant positions, including benefits (using 25-26 Position Control)

\$ (20,549,902)

North Orange County Community College District
2026-27 Early Preliminary Budget
Districtwide (DW) Expenses in Fund 11200 (Ongoing Budget only)
February 3, 2026

	Actuals	Budget	Budget
	2024-25	2025-26	2026-27
Sabbatical Replacement Costs	\$ -	\$ 300,000	\$ 300,000
Related Activity (Additional Duty Days for Faculty)	439,540	350,000	350,000
Subtotal 10000's	<u>439,540</u>	<u>650,000</u>	<u>650,000</u>
Grants Accounting Staff	-	-	748,000
Indirect Cost	-	-	(748,000)
Subtotal 20000's	<u>\$ -</u>	<u>-</u>	<u>-</u>
Retiree Medical Benefits	6,089,831	6,090,000	6,090,000
Contribution from Retiree OPEB Trust	(6,000,000)	(6,000,000)	(6,000,000) ***
Net Retiree Medical Benefits Cost	89,831	90,000	90,000
Part-time Faculty Insurance reimbursement program	126,785	133,124	
Part-time Faculty Insurance premiums	3,795,314	3,985,079	3,788,410
Expected Reimbursement	(3,792,807)	(3,985,079)	(3,788,410) ◆
Net Part Time Health Insurance Program Expense	\$ 129,291	\$ 133,124	\$ -
Fringe Benefits Clearing	1,084,714	1,100,000	1,100,000
Adjustments/Fees from STRS	51,912	40,000	40,000
Fees from PERS	1,950	10,000	10,000
Load Banking Benefits Accrual Adjustment*	30,525	40,000	40,000
Subtotal 30000's	<u>\$ 1,388,223</u>	<u>1,413,124</u>	<u>1,280,000</u>
Other (Memberships per Contracts for Employees)	1,500	6,000	6,000
Recruiting Budget	50,350	55,000	55,000
Fingerprinting	22,909	25,000	25,000
Sabbatical Bond Reimbursements	8,784	4,500	4,500
Districtwide Memberships	146,395	150,000	150,000
Audit Expenses*	180,100	140,000	140,000
Sewer Expenses*	111,416	115,000	135,000
Additional Attorney Expenses	350,000	610,000	860,000
Waste Disposal	191,816	200,000	200,000
Election Expense*	459,102	150,000	150,000
Ride Share (AQMD)	100,964	120,000	120,000
Student Insurance*	274,632	301,902	301,902
Employee Assistance Program	49,966	65,000	65,000
Interest	49,821	65,000	65,000
Life insurance	183,226	185,000	185,000
Mandated Fees from PERS (for reports)	1,020	1,500	1,500
County Payroll Postage Charges	6,293	6,400	6,400
DW IT Expenses	1,858,200	2,111,733	2,215,504
Subtotal 50000's	<u>4,046,492</u>	<u>4,312,035</u>	<u>4,685,806</u>
FC Child Care Center Contribution (B/A 4/14/09)	\$ 250,000.00	250,000	250,000
Subtotal 70000's	<u>\$ 250,000.00</u>	<u>250,000</u>	<u>250,000</u>
EEO Plan Implementation	\$ -	25,000	25,000
Student Success	\$ -	100,000	100,000
Subtotal 79000's (Contingencies)	<u>\$ -</u>	<u>125,000</u>	<u>125,000</u>
Total Districtwide Expenses	<u>\$ 6,124,254.57</u>	<u>\$ 6,750,159</u>	<u>\$ 6,990,806</u>
Total	<u>6,124,254.57</u>		

***: The Retiree Trust Board approved the use of trust fund assets for the pay-as-you-go annual costs for the health retiree benefits.

◆: We will be using the reimbursement from the state to cover the cost of the part-time faculty health insurance program.

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 19, 2026

From: Amita Suhrid, Elli Constantine, Jennifer Perez

Re: Agenda Item for District Consultation Council Meeting of February 23, 2026

1. AGENDA ITEM NAME

Digital Accessibility Compliance

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

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

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

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The U.S. Department of Justice has issued a final ADA Title II rule requiring all public entities to ensure that websites, mobile apps, instructional materials, and digital services meet WCAG 2.1 Level AA standards by April 24, 2026. The rule states that colleges must proactively create an accessible digital environment regardless of disability disclosure. This requirement applies to district and college websites, Canvas content, PDFs, online forms, student portals, employee-facing systems, and required third-party tools.

This presentation will provide an overview of the rule, compliance timeline, district impact, and recommended next steps for coordinated planning.

5. RECOMMENDATION:

To ensure April 2026 compliance with the ADA Title II web accessibility rule, it is recommended that the District:

- Require mandatory accessibility training for faculty, staff, and administrators responsible for digital content.
- Provide clear district-wide guidance aligned with WCAG 2.1 Level AA standards for Canvas, websites, documents, forms, and third-party tools.
- Allocate dedicated resources for remediation support, captioning, document accessibility, technology review, and ongoing compliance monitoring.

Proactive training and resourcing will reduce legal risk, support equitable student access, and position the District for sustainable compliance.

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

Amita Suhrid, Elli Constantine, Jennifer Perez, and Chancellor’s Staff

NOTE: Please forward this form by required dates with all backup material to the Chancellor’s Office.

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 20, 2026

From: Kai Stearns Davis, District Director, Public & Governmental Affairs and Quyen Vuong, District Director, Public Safety

Re: Agenda Item for District Consultation Council Meeting of February 23, 2026

1. AGENDA ITEM NAME

Communications Protocols for Immigration Enforcement

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: **15 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

At the January meeting of DCC, discussion around NOCCD Administrative Procedure 3415 Immigration Enforcement Activities included questions on how Cypress College, Fullerton College and NOCE are communicating confirmed immigration enforcement activities on campus. Members desired additional clarification for employees on what to expect if ICE comes on campus.

5. RECOMMENDATION:

Discussion about campus communications protocols.

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

Chancellor's Staff Members, Julianne Leggin, Marc Posner, Jennifer Perez, Miranda Bates

AP 3415 Immigration Enforcement Activities

Reference:

Education Code Sections 66093 and 66093.3

- 1.0 **Responding to Requests for Access for Immigration Enforcement Activities:** District/campus personnel shall provide guidance and offer to employees training addressing law enforcement access to campus buildings. This guide shall include the following required topics:
 - 1.1 Campus safety contact information to report concerns about the presence of officers engaged in immigration enforcement on any campus property.
 - 1.2 Samples of warrant and subpoena documents that could be used for access onto campus property, or to seize or arrest students or other individuals on campus.
 - 1.3 Sample responses for District/campus employees to use in response to officers seeking access for immigration enforcement purposes that avoids classroom interruptions, and that preserves the peaceful conduct of the school's activities.
- 2.0 District/campus personnel shall advise all students, faculty, and staff to immediately notify Campus Safety if they are advised that an officer engaged in immigration enforcement is expected to enter, will enter, or has entered the campus for immigration enforcement purposes. Campus safety will notify appropriate Vice President's Office and/or the Vice Chancellor of Administrative Services as soon as possible.
- 3.0 No personnel may consent to entry of District facilities or portions thereof (e.g., classrooms and areas restricted to staff and students such as private offices) for parties engaging in immigration enforcement activities.
- 4.0 District/campus personnel shall advise all students, faculty, and staff responding to or having contact with an officer engaged in immigration enforcement executing an immigration order, to refer the entity or individual to Campus Safety for purposes of verifying the legality of any warrant, court order, or subpoena.
- 5.0 If the officer declares that exigent circumstances exist and demands immediate access to the campus, District/campus personnel should not refuse the officer's orders and immediately contact the Vice President of Student Services or the Vice Chancellor of Administrative Services.
 - 5.1 Exigent circumstances are defined as circumstances that would cause a reasonable person to believe that entry (or other relevant prompt action) was necessary to prevent physical harm to the officers or other persons, the destruction of relevant evidence, the escape of the suspect, or some other consequence improperly frustrating legitimate law enforcement efforts.
- 6.0 Campus Safety shall determine what type of authorization is being provided to support the officer's request for access in consultation with the appropriate Vice President's Office and/or Vice Chancellor of Administrative Services:

AP 3415 Immigration Enforcement Activities

- 6.1 **A U.S. Immigrations and Customs Enforcement (ICE) “warrant.”** Immediate compliance is not required. District/campus personnel shall inform the officer that they cannot consent to any request without first consulting with the appropriate Vice President’s Office and/or the Vice Chancellor of Administrative Services. Provide a copy of the warrant to the designated administrator (where possible, in consultation with legal counsel) as soon as possible.
- 6.2 **A federal judicial warrant (search-and-seizure warrant or arrest warrant):** Prompt compliance with such a warrant is usually legally required, but where feasible, consult with the appropriate Vice President’s Office and/or the Vice Chancellor of Administrative Services before responding.
- 6.3 **A subpoena for production of documents or other evidence:** Immediate compliance is not required. Inform the officer that the District/campus cannot respond to the subpoena until after it has been reviewed by a designated administrator. All subpoenas should be delivered to the Office of the Vice Chancellor of Administrative Services at the Anaheim Campus as soon as possible.
- 6.4 **A notice to appear:** This document is not directed at the District. District/campus personnel are under no obligation to deliver or facilitate service of this document to the person named in the document. If a copy of the document is received, it must be given to a designated administrator as soon as possible.
- 7.0 District/campus personnel should not attempt to physically interfere with an officer, even if the officer appears to be acting without consent or exceeding the authorization given under a warrant or other document. If an officer enters the premises without consent, District/campus personnel shall make a record of the contact and forward the information to the appropriate Vice President’s Office and/or the Office of the Vice Chancellor of Administrative Services.
- 8.0 In making record of the contact with an immigration enforcement officer, District/campus personnel shall provide the following information:
- 8.1 Name of the officer, and, if available, the officer’s credentials and contact information;
- 8.2 Identity of all school personnel who communicated with the officer;
- 8.3 Details of the officer’s request;
- 8.4 Whether the officer presented a warrant, subpoena, or court order to accompany their request, what was requested in the warrant/subpoena/court order, and whether the warrant/subpoena/court order was signed by a judge;
- 8.5 District personnel’s response to the officer’s request;
- 8.6 Any further action taken by the immigration officer; and
- 8.7 Photo or copy of any documents presented by the agent.

AP 3415 Immigration Enforcement Activities

- 9.0 District/campus personnel shall provide a copy of those notes, and associated documents collected from the officer, to the appropriate Vice President's Office and/or the Office of the Vice Chancellor of Administrative Services.
- 10.0 In turn, the office receiving the notes shall submit a timely report to the Chancellor, Vice Chancellor of Administrative Services, and the campus public safety office regarding the officer's requests and actions and the District's response(s).
- 11.0 **Notification upon Confirmed Immigration Enforcement Presence:** District/campus personnel shall notify all students, faculty, staff, and other campus community members who work on campus when the presence of immigration enforcement is confirmed on campus, to the fullest extent consistent with state and federal law.
- 11.1 The notice shall include all of the following information:
- 11.1.1 The date and time the immigration enforcement was confirmed;
 - 11.1.2 The location of the confirmed immigration enforcement; and
 - 11.1.3 A hyperlink to additional resources.
- 11.2 The notice shall not include any personally identifiable information.
- 12.0 **Responding to Immigration Acts:** If there is reason to suspect that a student, faculty member, or staff person has been taken into custody as the result of an immigration action, District/campus personnel shall notify the person's emergency contact that the person may have been taken into custody.
- 12.1 District/campus personnel shall not discuss the personal information, including immigration status information, of any student, faculty member, or staff person with anyone, or reveal the personal information to anyone, unless disclosing this information is permitted by federal and state law.
- 12.2 **Responding to Immigration Action Against Students:** Campus personnel shall designate an employee staff person as a point of contact for any student who may or could be subject to an immigration order or inquiry.
- 12.2.1 If a student is detained or deported, or is unable to attend to their academic requirements because of an immigration order, the District shall make all reasonable efforts to assist the student in retaining any eligibility for financial aid, fellowship stipends, exemption from nonresident tuition fees, funding for research or other educational projects, housing stipends or services, or other benefits the student has been awarded or received subject to and in compliance with its policy.
 - 12.2.2 District/campus personnel shall permit a student who is subject to an immigration order to re-enroll if and when the student is able to return to the District, subject to and in compliance with its policy and will make reasonable and good-faith efforts to provide for a seamless transition in the student's re-enrollment and reacquisition of campus services and support.

AP 3415 Immigration Enforcement Activities

- 12.3 **Responding to Immigration Action Against Employees:** The Vice Chancellor of Human Resources, or their designee, shall serve as the point of contact for any employee who may or could be subject to an immigration order or inquiry.
- 13.0 The appropriate Vice President's Office and the District Director of Diversity, Equity, and Inclusion shall maintain a contact list of legal service providers who provide legal immigration representation and provide this list free of charge to any student who requests it. At minimum, the list shall include the legal service provider's name and contact number, e-mail address, and office address.
- 14.0 The appropriate Vice President and/or the Vice Chancellor of Human Resources, or their designee, shall be available to assist any student, faculty, and staff who may be subject to an immigration order or inquiry, or who may face similar issues, and whose education or employment is at risk because of immigration enforcement actions.

Date of Adoption: February 24, 2025 District Consultation Council

Date of Last Revision: January 26, 2026 District Consultation Council
September 22, 2025 District Consultation Council

NOCE Employees: Protocol for Responding to Immigration Related Inquiries



If approached by an immigration or law enforcement officer on campus, please follow the steps below:

Step 1: Politely inform the officer that:

- You are not obstructing their process;
- You do not have the authority to respond to their request; and
- You are required to follow the NOCE protocol for such inquiries

Step 2: Immediately contact Campus Safety to report the visit:

- Anaheim Campus; (714) 808-4911
- Cypress Center: (714) 484-7387
- Wilshire (Fullerton) Center: (714) 992-7777

Step 3: Within one business day, submit the Immigration-Related Inquiry Form.

Scan QR Code for Immigration-Related Inquiry Form.



Important Reminder: Law enforcement officials are *not authorized* to enter private spaces - including classrooms, labs, offices, and any areas marked 'Authorized Personnel Only' - without a **judicial warrant** or **District permission**.



**For the NOCCCD's Protocol
for Immigration-Related
Inquiries scan the QR-code**

**For the NOCCCD Board of
Trustees Resolution, Support
for Students and Privacy of
Student Records, scan the
QR-code**



**For Board Policy 5040
Student Records, Directory
Information, and Privacy,
scan the QR-code**

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 17, 2026

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of February 23, 2026

1. AGENDA ITEM NAME

New BP 3450, Feral and Stray Animals on District Property

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

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

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **20 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The District currently does not have a Board Policy addressing the presence, treatment, and management of stray or feral animals on District property. Recent events at various campus sites have underscored the need for clear guidance to ensure a safe, clean, and humane environment for students, employees, and visitors. The proposed policy establishes standards to address issues such as the humane treatment of animals and coordination with local animal control agencies. It also directs the Chancellor to develop administrative procedures for implementing catch-neuter-release and adoption programs in partnership with qualified organizations. This policy is designed to promote compliance with state and local regulations while supporting the District’s commitment to environmental stewardship, public health, and humane practices.

The Board reviewed an initial draft of proposed BP 3450 on November 18, 2025. Subsequent to the meeting, further revisions were recommended by legal counsel, the Chancellor, and community advocates. The Board reached consensus on the proposed draft on January 27, 2026 and it is now presented to DCC for review and feedback.

5. RECOMMENDATION:

It is recommended that upon DCC consensus, the new BP 3450, Feral and Stray Animals on District Property be forwarded to the Board for their consideration.

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

Board of Trustees

BP 3450 Feral and Stray Animals on District Property

Reference:

California Penal Code Sections 597 et seq.;
Penal Code Section 370;
Food and Agricultural Code 31751 et seq.;
California Health and Safety Code;
Government Code;
Education Code;
applicable local ordinances.

- 1.0 **Purpose and Scope:** The North Orange County Community College District (“District”) is committed to maintaining a safe and sanitary environment for students, employees, and visitors, and a humane environment for animals. This policy establishes standards governing the presence, treatment, and management of animals on District property. For the purposes of this policy, the District recognizes “community cats” as free-roaming cats that may be feral or stray, and distinguishes managed animal programs from unauthorized or ad hoc activities. Service Animals are governed by Board Policy 3440, Service Animals.
- 2.0 **Protection of Animals:** Animal cruelty as defined in California Penal Code Section 597 is a crime and any such conduct on District property is strictly prohibited. Violations shall be reported immediately to the Chancellor or designee for investigation and appropriate administrative action, including notice to local law enforcement or animal control authorities as required by law.
- 3.0 **Feeding Animals:** Feeding stray or feral animals in outdoor areas attracts pests and wildlife, contributes to unsanitary working conditions, violates state anti-littering laws, and interferes with the orderly operations and peaceful conduct of the activities of the campus. Unmanaged or unauthorized feeding of animals on District property is prohibited. Feeding may occur only as part of a District-approved animal management program, conducted by authorized partners or designees, and only at designated locations with required sanitation and cleanup practices. Unauthorized feeding that creates health, safety, or operational concerns may result in enforcement action.
- 4.0 **Community Cat Management:** To protect public health and safety and to promote the humane treatment of animals, the Chancellor or designee shall develop and implement, or authorize selected agencies, organizations, or licensed veterinarians to implement, District-approved programs or partnerships.
 - 4.1 The District may authorize managed community cat programs, including Trap-Neuter-Return (TNR), as a humane and evidence-based approach to stabilizing cat populations where appropriate; and
 - 4.2 Mass removal or relocation of cats is not the preferred approach except in limited circumstances involving injury, illness, or other conditions that make return infeasible. Kittens and adoptable cats may be placed through approved rescue pathways or cat sanctuaries when appropriate.

All such activities shall be conducted in a manner consistent with applicable animal welfare laws, local ordinances, and public health regulations.

BP 3450 Feral and Stray Animals on District Property

- 5.0 **Pets on District Property:** Animals, including but not limited to pets, are generally prohibited from all District-owned or -controlled property, except as specifically exempted by law or with prior written authorization. If animals are brought to a District property, the animals must be kept on a leash or harness or secured by other means of physical control at all times; must be prevented from excessive barking, noise, or any other behavior that disturbs the orderly operation of the campus or property; and may not be left unattended. Individuals who bring animals to a District property must immediately and properly dispose of all animal waste and shall be responsible for any and all damage caused by the animal(s). See Board Policy 3440 for requirements concerning service animals.
- 6.0 **Oversight, Authorization, and Review:** The Chancellor or designee shall retain oversight of all animal management activities on District property, and establish Administrative Procedures to ensure compliance with this policy, including procedures for:
- 6.1 Coordination with local animal control and humane organizations;
 - 6.2 Reporting and abatement of health and safety risks associated with feral and stray animals on District property; and
 - 6.3 Communication to the campus community regarding this policy.

See Board Policy 3440, Service Animals

Date of Adoption: TBD

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 18, 2026

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of February 23, 2026

1. AGENDA ITEM NAME

Revised Board Policies & Administrative Procedures – Review Cycle Revisions

- **BP/AP 3515, Reporting of Crimes**
- **AP 3516, Registered Sex Offender Information**
- **BP/AP 3518, Child Abuse Reporting**
- **BP/AP 3520, Local Law Enforcement**
- **BP 3530, Weapons on Campus**
- **BP/AP 3550, Drug Free Environment and Drug Prevention Program**
- **BP 3560, Alcoholic Beverages**
- **AP 3570, Smoking on Campus**
- **BP 3580, Sustainability Plan**
- **AP 3580, Environmental Sustainability**

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

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

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **20 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The BPs and APs were reviewed as part of the District’s review cycle. Proposed revisions to these policies are recommendations by the CCLC Policy and Procedure Legal Updates Service. [Refer to the enclosed revision summary.]

5. RECOMMENDATION:

It is recommended that upon DCC consensus, the revised Administrative Procedures be posted on the District website and the revised Board Policies be forwarded to the Board for their consideration.

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

CCLC Legal Updates Service



Board Policy/Administrative Procedures Revision Summary

DCC Meeting – February 23, 2026

Policy/Procedure	Proposed Changes
BP 3515, Reporting of Crimes	No revisions.
AP 3515, Reporting of Crimes	No revisions.
AP 3516, Registered Sex Offender Information	CCLC updated this procedure to clarify requirements for sex offenders to register.
BP 3518, Child Abuse Reporting	CCLC updated this policy to streamline and simplify the legal references to cite to the California Child Abuse and Neglect Reporting Act (Penal Code Sections 11164 et seq.), which governs mandated reporting requirements.
AP 3518, Child Abuse Reporting	CCLC updated this procedure to streamline and simplify the legal references to cite to the California Child Abuse and Neglect Reporting Act and to add additional Education Code provisions that apply.
BP 3520, Local Law Enforcement	No revisions.
AP 3520, Local Law Enforcement	No revisions.
BP 3530, Weapons on Campus	No revisions.
BP 3550, Drug Free Environment and Drug Prevention Program	CCLC updated this policy to reflect legal citations for the Drug Free Schools and Communities Act and the Drug Free Workplace Act; to add clarifying language to specify that the District shall be free from all unlawful drugs; to add requirements related to providing information on opioid overdose and the ability of campus health centers to distribute opioid overdose reversal medication and fentanyl test strips; and to include the requirement for district health centers to stock drug testing devices pursuant to changes in the Education Code.
AP 3550, Drug Free Environment and Drug Prevention Program	CCLC updated this procedure to update the legal citations; to add requirements related to providing information on opioid overdose and the ability of campus health centers to distribute opioid overdose reversal medication and fentanyl test strips; and to include the requirement for district health centers to stock drug testing devices pursuant to changes in the Education Code.
BP 3560, Alcoholic Beverages	No revisions.
AP 3570, Smoking on Campus	No revisions.
BP 3580, Sustainability Plan	No revisions.
AP 3580 Environmental Sustainability	No revisions.

BP 3515 Reporting of Crimes

Reference:

Education Code Section 67380

- 1.0 The Chancellor shall assure that, as required by law, reports are prepared of all occurrences reported to campus safety for crimes committed on campus that involve violence, hate violence, theft or destruction of property, weapons violations, illegal drugs, or alcohol intoxication. The Chancellor shall further assure that required reports of non-criminal acts of hate violence and information regarding registered sex offenders are prepared. Such reports shall be made available as required by law.

See Administrative Procedure 3515, Reporting of Crimes and Administrative Procedure 3516, Registered Sex Offender Information.

Date of Adoption: March 23, 2004

Date of Last Revision: February 25, 2020

AP 3515 Reporting of Crimes

Reference:

Penal Code Section 245 and 422.55;
Education Code Section 212; 67380, 87014, 67383;
Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998;
20 United States Code Section 1232g;
34 Code of Federal Regulations Parts 99.31 subdivisions (a) (13), (14) and 668.46;
Campus Security Act of 1990

- 1.0 Whenever any employee of the District is attacked, assaulted or menaced, the employee shall promptly report the attack or assault to the Office of Campus Safety. Any employee so assaulted or attacked shall notify their supervisor as soon as practical after the incident.
- 2.0 The supervisor of any employee who is attacked, assaulted or menaced shall assist the employee to promptly report the attack or assault to the Office of Campus Safety. The supervisor themselves shall make the report if the employee is unable or unwilling to do so.
- 3.0 Each campus shall annually collect and distribute statistics concerning crimes on campus. An annual security report that includes crime statistics identified by the Campus Security Act of 1990, statements about campus law enforcement policies, campus security education and prevention programs, alcohol and drug policies, sexual assault education and prevention programs, procedures for reporting sexual assaults, and procedures explaining how sexual assaults will be handled shall be published and made available to students, employees, and applicants for enrollment or employment. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.
- 4.0 Each campus shall publish timely warnings to the campus community about crimes that are considered to represent a continuing threat to other students and employees. The information shall be disseminated by the Office of Campus Safety in a manner that aids the prevention of similar crimes.
- 5.0 **Campus Security Authority Promptly Submitting Reports of Certain Crimes to Law Enforcement:**
 - 5.1 Any Campus Security Authority (as defined below) that receives a report of a Part 1 violent crime, sexual assault, or hate crime, committed on or off campus shall immediately, or as soon as practicably possible, forward the report to the appropriate law enforcement agency when the report is made by the victim for purposes of notifying the institution or law enforcement.
 - 5.2 The report identified in section 5.1 above shall be forwarded to the appropriate law enforcement agency without identifying the victim, unless the victim consents to being identified after the victim has been informed of their right to have their personally identifying information withheld. If the victim does not consent to being identified, the alleged assailant shall not be identified in the information disclosed to the local law enforcement agency unless otherwise required by law. Because the District does not have a campus law enforcement agency, the report shall be

AP 3515 Reporting of Crimes

forwarded to the appropriate local law enforcement agency (see definition below).

5.3 Definitions

5.3.1 Campus Security Authority is defined pursuant to 34 Code of Federal Regulations Part 668.46 as that section existed on May 15, 2014, which is as follows:

Campus security authority:

- (1) A campus police department or a campus security department of an institution.
- (2) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph 1.0 of this definition, such as an individual who is responsible for monitoring entrance into institutional property.
- (3) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- (4) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

5.3.2 "Hate Crime" means any offense as described in Section 422.55 of the Penal Code.

5.3.3 "Local law enforcement agency" means a city or county law enforcement agency with operational responsibilities for police services in the community in which a campus is located.

5.3.4 "On or off campus" means the campus and any noncampus building or property as defined in Section 668.46 of Title 34 of the Code of Federal Regulations, as that section existed on May 15, 2014, which is as follows:

Noncampus building or property:

- (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by

AP 3515 Reporting of Crimes

students, and is not within the same reasonably contiguous geographic area of the institution.

- 5.3.5 “Part 1 violent crime” means willful homicide, forcible rape, robbery, or aggravated assault, as defined in the Uniform Crime Reporting Handbook of the Federal Bureau of Investigation.
- 5.3.6 “Sexual assault” includes, but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or the threat of any of these.
- 5.4 The requirements of section 5.0 shall not constitute a waiver of, or exception to, any law providing for the confidentiality of information.

See Board Policy 3515 Reporting of Crimes and Administrative Procedure 3516 Registered Sex Offender Information.

Date of Adoption: March 23, 2004

Date of Last Revision: September 28, 2020 Distrit Consultation Council
January 25, 2016 District Consultation Council
June 1, 2004

AP 3516 Registered Sex Offender Information

Reference:

Penal Code Sections 290, 290.01, and 290.95;
34 Code of Federal Regulations Part 668;
42 U.S. Code Section 14071j;
20 U.S. Code Section 1092 (f)(1)(i) and 1232g subdivision (b)(7)(A) (Campus Sex Crimes Prevention Act)

- 1.0 The District shall include in its Annual Security Report a statement advising the campus community where information pertaining to registered sex offenders may be obtained.
- 2.0 Sex offenders are required to register with the police in the jurisdiction in which they reside. Because the District has no campus police department, the sex offender shall register with the police of the city in which the campus is located ~~and at the local police agency having jurisdiction over the campus~~ and at institutions of higher learning if they are students there or if they work there as employees, contractors, or volunteers.
 - 2.1 A sex offender who applies for or accepts a position as an employee or volunteer in the District must disclose their status as a registrant upon application or acceptance of the position where the sex offender would be working directly and in an unaccompanied setting with minor children on more than an incidental and occasional basis or have supervision or disciplinary power over minor children, or where the sex offender would be working directly and in an accompanied setting with minor children and their work would require touching minor children on more than an incidental basis.
 - 2.2 A sex offender who must register for committing a crime against a minor victim under the age of 16 is prohibited from serving as an employer, employee, contractor, or volunteer in any capacity in which the sex offender would be working directly and in an unaccompanied setting with minor children on more than an incidental and occasional basis or involving having supervision or disciplinary power over minor children.
 - 2.3 Sex offenders who are students, employees, contractors, or volunteers and who may be required to register should do so at the following local police agencies having jurisdiction over the campuses of the District:
 - 2.31 For the Anaheim Campus: Anaheim Police Department Headquarters at 425 S. Harbor Blvd., Anaheim.
 - 2.32 For the Cypress Campus: Cypress Police Department at 5275 Orange Ave., Cypress.
 - 2.33 For the Fullerton Campus: Fullerton Police Department at 237 W. Commonwealth Ave., Fullerton.
- 3.0 Law enforcement agency information concerning registered sex offenders may be obtained from the police departments noted in Section 2.3.

Date of Adoption: December 13, 2004

AP 3516 Registered Sex Offender Information

Date of Last Revision: January 27, 2020 District Consultation Council
September 24, 2007

North Orange County Community College District
BOARD POLICY
Chapter 3
General Institution

BP 3518 Child Abuse Reporting

Reference:

~~Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 601, 647a, and 11164-11174.3; 1164 et seq.;~~
~~Welfare and Institutions Code Sections 300, 318, and 601;~~
~~Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892~~

- 1.0 The Chancellor shall establish procedures related to the responsibility of employees who, within the scope of employment or in their professional capacity, are required by law to report suspected abuse or neglect of children.

See Administrative Procedure 3518, Child Abuse and Reporting.

Date of Adoption: March 23, 2004

Date of Last Revision: February 25, 2020
August 20, 2008 Chancellor's Staff

AP 3518 Child Abuse Reporting

Reference:

[Education Code Sections 76200 et seq. and 87044;](#)

~~Penal Code Sections 261, 261.5(a), 264.1, 273(a), 273(d), 285, 286, 288, 288(a), 289, 647(a), and 11164-11174.3;~~ [11164 et seq.](#)

~~Welfare and Institutions Code Sections 300, 318, and 604;~~

~~Family Code Sections 7802, 7807, 7808, 7820-7827, 7890, and 7892~~

1.0 The District recognizes the responsibility of its staff to report to the appropriate agency when there is a reasonable suspicion that an abuse or neglect of a child may have occurred.

1.1 This procedure addresses the reporting of child abuse or neglect pursuant to the provisions of California Penal Code Sections 11164-11174.3, known as the Child Abuse and Neglect Reporting Act.

1.2 Failure to report suspected child abuse is a misdemeanor and punishable by confinement in county jail for a term not to exceed six months or by a fine of not more than one thousand dollars (\$1,000) or by both. (Penal Code Section 11172[e])

2.0 Definitions

2.1 Child: A person under the age of 18 years (Penal Code Section 11165).

2.2 Child Abuse or Neglect: Physical injury inflicted by other than accidental means on a child by another person; sexual assault of a child; neglect of a child; willful harming or injuring of a child or the person or health of a child; unlawful corporal punishment or injury against a child, or abuse in out-of-home care (Penal Code Section 11165.6).

2.3 Sexual Assault: Conduct including rape (Penal Code Section 261); statutory rape (Penal Code Section 261.5[a]); group rape (Penal Code Section 264.1); incest (Penal Code Section 285); sodomy (Penal Code Section 286); lewd or lascivious acts upon a child under 14 years of age (Penal Code Section 288[a]) and [b]), oral sex (Penal Code Section 288[a]); penetration of a genital or anal opening by a foreign object (Penal Code Section 289); and child molestation (Penal Code Section 647.6). (Penal Code Section 11165.1[a])

2.4 Neglect: Negligent treatment or maltreatment of a child by a person responsible for a child's welfare such that harm or threatened harm to the child's health or welfare may result. This includes both acts and omissions on the part of the responsible person. (Penal Code Section 11165.2)

2.4.1 Severe Neglect: The negligent failure of a child's caretaker to protect the child from severe malnutrition or medically diagnosed failure to thrive, including those situations of neglect where a child's caretaker willfully causes or permits the person or health of that child to be placed in a situation such that their person or health is endangered, such as

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intentionally failing to provide adequate food, clothing, shelter, or medical care. (Penal Code Section 11165.2[a])

- 2.4.2 General Neglect: The negligent failure of a person having the care or custody of a child to provide adequate food, clothing, shelter, medical care, or supervision where no physical injury to the child has occurred. (Penal Code Section 11165.2[b])
- 2.5 Willful Harming or Injuring of a Child or Endangering of the Person or Health of a Child: A situation where a person willfully causes or permits a child to suffer, or inflicts unjustifiable physical pain or mental suffering on a child, or a situation where a caretaker willfully causes or permits the person or health of the child to be endangered. (Penal Code Section 11165.3)
- 2.6 Unlawful Corporal Punishment or Injury: A situation where a person willfully inflicts upon a child any cruel or inhuman corporal punishment or injury that results in a traumatic condition. (Penal Code Section 11165.4)
- 2.7 Abuse in Out-of-Home Care: Physical injury is inflicted upon a child by another person by other than accidental means; sexual assault of a child; neglect of a child; unlawful corporal punishment or injury of a child; or the willful harming or injuring of a child; or endangering of the person or health of a child as defined above, where the person responsible for the child's welfare is a licensee, administrator, or employee of any facility licensed to care for children; or an administrator or employee of a public or private school or other institution or agency. (Penal Code Section 11165.5)
- 2.8 Reasonable Suspicion: A person has a "reasonable suspicion" when it is objectively reasonable to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate, on their training and experience, to suspect child abuse or neglect. (Penal Code Section 11166[a][1])

According to the State Office of Child Abuse and Prevention, the following warning signals are sufficient to presume abuse: fractures; lacerations; bruises that cannot be explained or explanations that are not compatible with the injury; unexplained or implausibly explained burns and/or facial injuries; self-destructive behavior; extreme fear or withdrawn behavior around others; complaints by the child of being sexually molested; indications by the child of pain from an inflicted injury; and/or suspicion of substantial neglect.

- 2.9 Child Protective Agency: A police or sheriff's department, a county probation department, or a county welfare department. (Penal Code Section 11165.9) Campus Safety and Security Services are expressly not included within the definition of a "Child Protective Agency."
- 3.0 **Mandated Reporters**
- 3.1 The following employees of the District and other persons designated pursuant to Penal Code Section 11165.7 are designated as "mandated reporters" and are

AP 3518 Child Abuse Reporting

required to report instances of suspected child abuse where they have a reasonable suspicion of the abuse (see the definition of reasonable suspicion in Section 2.8 above):

- 3.1.1 Administrators;
- 3.1.2 Faculty;
- 3.1.3 Classified employees;
- 3.1.4 Physicians, psychiatrists, psychologists, dentists, and licenses nurses employed by the District;
- 3.1.5 Other employees whose duties involve the following:
 - 3.1.5.1 Direct contact and supervision of children;
 - 3.1.5.2 Service as instructional aides, teacher's aides or teacher's assistants;
 - 3.1.5.3 Service as an employee of a campus safety department.
- 3.2 A mandated reporter must make a report whenever the mandated reported, in their professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect.
- 3.3 Any mandated reporter who has knowledge of or who reasonably suspects that mental suffering has been inflicted upon a child or that their emotional well-being is endangered in any other way may report the known or suspected instance of child abuse to a child protective agency.
- 3.4 The reporting duties of mandated reporters imposed under Penal Code Section 11166 are individual, and no supervisor or administrator may impede or inhibit an individual's obligation to report, and no person making such a report may be subject to any sanction for making the report. (Penal Code Section 11166[f])
- 3.5 Any mandated reporter who reports a known or suspected instance of child abuse shall not be civilly or criminally liable for any report required or authorized by the Penal Code. (Penal Code Section 11172[a])

Any person other than a childcare custodian reporting a known or suspected instance of child abuse shall not incur any liability as a result of making any report of child abuse, unless it can be proven that a false report was made and the person knew that the report was false. (Penal Code Section 11172[a])
- 3.6 The District will provide an employee who is designated as a mandated reporter with a statement informing the employee that they are a mandated reporter and informing the employee of the reporting obligations under Penal Code Section 11166 and of their confidentiality rights under Penal Code Section

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11167(d). The District will provide a copy of Penal Code Sections 11165.7, 11166, and 11167 to the employee. As a condition of employment, the employee shall sign and return a statement on a form provided by the District to the effect that they have knowledge of the provisions of Penal Code Section 11166 and will comply with those provisions. The signed statements shall be retained by the District (Penal Code Section 11166.5).

4.0 Other Reporters

- 4.1 Reporting by persons other than mandated reporters is permissive and not subject to the broad immunity for the making of false reports provided to mandated reporters by the Penal Code. (Penal Code Sections 11165.7, 11166[a], and 11172[a])
- 4.2 A person other than a mandated report who reports a known or suspected instance of child abuse shall not incur any liability as a result of making any report of child abuse, unless it can be proven that a false report was made and the person knew that the report was false. (Penal Code Section 11172[a])
- 4.3 Volunteers are not mandated reporters, but are encouraged to report suspected abuse or neglect of a child.

5.0 Reporting

- 5.1 Under the circumstances described in Section 3.2 above, a mandated reporter must report a known or any reasonable suspicion of child abuse to a local child protective agency immediately or as soon as practically possible by telephone. In addition, the individual making the telephone report must prepare and send a written report thereof within 36 hours of receiving the information concerning the incident. The written report may be mailed or submitted by facsimile or electronic transmission (Penal Code Section 11166[a]). The person reporting may contact any of the following:

- 5.1.1 Department of Social Services/Child Welfare Agency 24-Hour Abuse Hotline: (714) 940-1000 or (800) 207-4464.

- 5.1.2 The local city police department.

- 5.1.3 The Orange County Sheriff's Department.

5.2 Information Required

- 5.2.1 The telephone report of a known or suspected instance of child abuse must include the name of the person making the report; the name of the child; the present location of the child; the nature and extent of the injury; and any other information requested by the child protective agency, including information that led the person reporting to suspect child abuse (Penal Code Section 11167). Persons who are not required to report pursuant to Penal Code Section 11165.7, are not required to include their names in the report to the child protective agency.

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- 5.2.2 If the suspected child abuse may be a result of traditional or cultural health practices, such suspicions must also be reported by telephone to the Child Abuse Hotline or other child protective agency and in writing, as described above.
- 5.3 Each campus shall designate a location on campus where child abuse reporting forms will be available.
- 5.4 The identity of all persons who report a known or suspected incident of child abuse pursuant to Penal Code Sections 11164 et seq. shall be confidential and disclosed only to the following, or to comply with a court order (Penal Code Section 11167[d]):
 - 5.4.1 Child protective agencies;
 - 5.4.2 Counsel representing a child protective agency;
 - 5.4.3 The District Attorney in a criminal prosecution or in an action initiated under Section 602 of the Welfare and Institutions Code arising from alleged child abuse;
 - 5.4.4 Counsel appointed pursuant to Welfare and Institutions Code Section 318.
 - 5.4.5 County Counsel or District Attorney in an action initiated under Family Code Sections 782, 7807, 7808, 7820-7827, 7890, 7892, or Welfare and Institutions Code Section 300, or when those persons waive confidentiality.
- 6.0 **Law Enforcement Investigation:** Investigation of suspicion of child abuse is a function for local law enforcement agencies or child protective agencies. Legal charges, if deemed warranted, are filed by law enforcement agencies. Campus personnel must keep in mind that investigation of suspected child abuse is the responsibility of the child protective agencies.
- 7.0 **Notice and Release of Information**
 - 7.1 When designated campus officials release a minor pupil to a peace officer for the purpose of removing the minor from the campus, the campus official shall take the immediate steps to notify the parent or guardian regarding the release of the minor to the officer, and regarding the place to which the minor is reportedly being taken (Education Code Section 87044), except when a minor has been taken into custody as a victim of suspected child abuse, as defined in Penal Code Section 11165 or pursuant to Welfare and Institutions Code Section 305. In those cases, the responsible college official shall provide the peace officer with the address and telephone number of the minor's parent or guardian.
 - 7.2 Non-accidental physical injury is considered to be a health and safety emergency and parental consent is not required for release of student information under the Family Education Rights and Privacy Act or the California Student Records Act. (Education Code Sections 76200 et seq.)

AP 3518 Child Abuse Reporting

- 7.3 Information relevant to the incident of child abuse may be given to an investigator from a child protective agency who is investigating the known or suspected cause of child abuse. (Penal Code Section 11167[b])

See Board Policy 3518, Child Abuse Reporting.

Date of Adoption: March 23, 2004

Date of Last Revision: January 27, 2020 District Consultation Council
August 20, 2008 Chancellor's Staff
May 14, 2007

BP 3520 Local Law Enforcement

Reference:

Education Code Sections 67381 and 67381.1;
34 Code of Federal Regulations Section 668.46(b)(4)

- 1.0 Each campus or center of the District shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault; sexual assaults, including but not limited to rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, or threat of any of these; and hate crimes as defined by law, occurring at each location.
 - 1.1 The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes, sexual assaults, and hate crimes and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.
- 2.0 The written agreements required by this policy shall be public records and shall be made available for inspections by members of the public upon request. Written agreements shall be reviewed and updated, if necessary, every five (5) years.
- 3.0 The District encourages accurate and prompt reporting of all crimes to campus security and/or the appropriate police agencies.

See Administrative Procedure 3520, Local Law Enforcement.

Date of Adoption: March 23, 2004

Date of Last Revision: February 25, 2020
October 25, 2016

AP 3520 Local Law Enforcement

Reference:

Education Code Sections 67381 and 67381.1;
34 Code of Federal Regulations Part 668.46

- 1.0 Each campus or center of the District has a written agreement with local law enforcement agencies. The agreement clarifies operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault; sexual assaults, including but not limited to rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, or threat of any of these; and hate crimes as defined by law, occurring at each location.
- 2.0 The written agreement designates which law enforcement agency has operational responsibility for violent crimes, sexual assaults, and hate crimes and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.
- 3.0 The written agreements required by the Board Policy are public records and are made available for inspection by members of the public upon request to the Chancellor or designee. Written agreements shall be reviewed and updated if necessary every five years.

See Board Policy 3520, Local Law Enforcement.

Date of Adoption: March 23, 2004

Date of Last Revision: January 27, 2020 District Consultation Council
September 26, 2016 District Consultation Council

BP 3530 Weapons on Campus

Reference:

Penal Code Sections 626.9 and 626.10

- 1.0 Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

See Administrative Procedure 3530, Weapons on Campus.

Date of Adoption: March 23, 2004

Date of Revision: February 25, 2020
May 6, 2009 Chancellor's Staff

North Orange County Community College District
BOARD POLICY
Chapter 3
General Institution

BP 3550 Drug Free Environment and Drug Prevention Program

Reference:

[Education Code Sections 66027.3 and 67384 et seq.;](#)
[Drug Free Schools and Communities Act, 20 U.S. Code Section 1011i;](#)
~~20 U.S. Code Section 1145g, 34 C.F.R. Sections 86.1, et seq.~~
[34 Code of Federal Regulations Parts 86.1 et seq.;](#)
[Drug Free Workplace Act of 1988, 41 U.S. Code Section 8103](#)
~~41 U.S. Code Section 702~~

- 1.0 The District shall be free from [all unlawful drugs and from](#) the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.
 - 1.1 The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in all facilities under the control and use of the District.
 - 1.2 Any student or employee who violates this policy will be subject to sanctions (consistent with local, state, or federal law) up to and including expulsion or termination of employment and referral for prosecution.
- 2.0 The Chancellor shall assure that the District distributes annually to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.
- 3.0 The District shall provide educational and preventive information about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses.**
- 4.0 The Chancellor shall establish administrative procedures to assure that each campus health center stocks drug testing devices, distributes a federally approved opioid overdose reversal medication, participates in the Naloxone Distribution Project, and distributes fentanyl test strips.**

See Administrative Procedure 3550, [Drug Free Environment and Drug Prevention Program](#).

Date of Adoption: March 23, 2004

Date of Last Revision: March 10, 2009

AP 3550 Drug-Free Environment and Drug Prevention Program

Reference:

[Education Code Sections 66027.3 and 67384 et seq.](#);
Drug Free Schools and Communities Act Amendment of 1989;
20 U.S. Code Sections ~~1145g~~; [Section 1011i](#);
34 Code of Federal Regulations Part 86.1 et seq.;
Federal Drug-Free Workplace Act of 1988;
41 U.S. Code Section ~~702~~ [8103](#)

- 1.0 The District is committed to providing its employees and students with a drug-free workplace and campus environment. It emphasizes prevention and intervention through education.
- 2.0 Counseling and referral information for Orange, Los Angeles, and San Bernardino Counties are available to students in the College Student Health Centers, or in the North Orange Continuing Education Student Success and Support Program Office. Students may also be referred to a 24-hour hotline for the National Center for Substance Abuse and Treatment at 1-800-662-4357. Students and employees may also be encouraged to enroll in relevant classes that are part of the regular curriculum.
- 3.0 **Prohibition of Drugs**
 - 3.1 The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.
 - 3.2 Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.
 - 3.3 As a condition of employment, employees must notify the District within five (5) days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within 10 days after receiving notice of a workplace drug conviction.

4.0 Student Safety

- 4.1 The District shall provide, as part of established campus orientations, educational and preventive information provided by the State Department of Public Health about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses. The District will notify students of the presence and location of fentanyl test strips through a method such as email.**
- 4.2 Each campus health center shall apply to distribute dosages of a federally approved opioid overdose reversal medication and participate in the**

AP 3550 Drug-Free Environment and Drug Prevention Program

[Naloxone Distribution Project administered by the State Department of Health Care Services. Upon approval to distribute dosages of a federal approved opioid overdose reversal medication and participation in the Naloxone Distribution Project, each campus health center will distribute a federally approved opioid overdose reversal medication obtained through the Naloxone Distribution Project.](#)

[4.3 Each campus health center will also stock and distribute drug testing devices and fentanyl test strips in the campus health center. The campus health center will distribute written instructions on how to properly use the fentanyl test strips together with the fentanyl test strips.](#)

45.0 Annually, the District shall distribute to each student and employee:

45.1 Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;

45.2 A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;

45.3 A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;

45.4 A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and

45.5 A clear statement that the institution will impose sanctions on students and employees (consistent with local, state, and federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

~~5~~**6.0** The colleges shall review biennially their drug prevention programs to determine their effectiveness and implement changes to the programs if needed; and to ensure that the sanctions described in **45.0** are consistently enforced.

See Board Policy 3550, Drug-Free Environment and Drug Prevention Program; Board Policy 3560, Alcoholic Beverages; and Administrative Procedure 3560, Alcoholic Beverages.

Date of Adoption: March 23, 2004

Date of Last Revision: February 24, 2020 District Consultation Council
September 25, 2017 District Consultation Council
March 23, 2009 Chancellor's Cabinet
February 9, 2009 Chancellor's Cabinet

BP 3560 Alcoholic Beverages

Reference:

Business and Professions Code Section 25608;
34 Code of Federal Regulations Part 668.46 (b)

- 1.0 The Chancellor is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events held to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these procedures.

See Administrative Procedure 3560, Alcoholic Beverages; Board Policy 3550, Drug-Free Environment and Drug Prevention Program; and Administrative Procedure 3550, Drug-Free Environment and Drug Prevention Program.

Date of Adoption: March 23, 2004

Date of Last Revision: June 23, 2020
September 20, 2011

AP 3570 Smoking on Campus

Reference:

Government Code Sections 7596, 7597, 7597.1, and 7598;
Labor Code Section 6404.5;
Health and Safety Code Section 104495;
Title 8 Section 5148

- 1.0 Smoking is prohibited within 20 feet of a main exit, entrance, or operable window of any campus building.
- 2.0 Smoking is prohibited inside any indoor area of any campus building, except for covered parking lots and residential space.

“Covered parking lot” means an area designated for the parking of vehicles that is enclosed or contains a roof or ceiling, but does not include lobbies, lounges, waiting areas, stairwells, and restrooms that are a structural part of the parking lot or building to which it is attached.

“Residential space” means a private living area, but does not include common areas such as lobbies, lounges, waiting areas, elevators, stairwells, and restrooms that are a structural part of a multi-complex building such as a dormitory.
- 3.0 Smoking is prohibited in any enclosed place of employment on campus, including lobbies, lounges, offices, waiting areas, stairwells, and restrooms that are a structural part of any building that is a place of employment.
- 4.0 Tobacco products, including cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, and an electronic device that delivers nicotine or other vaporized liquids to a person inhaling from the device (e.g., e-cigarettes and vaporizers) may not be used within 250 feet of a youth sports event. A youth sports event is any practice, game, or related activity organized by any entity which athletes up to the age of 18 years of age are present.
- 5.0 The Presidents shall have the authority to adopt and enforce additional campus smoking and control regulations that are more restrictive than the applicable standards required by this procedure and does not conflict with District employee contracts and state laws.

Date of Adoption: December 13, 2004

Date of Last Revision: September 28, 2020 District Consultation Council
February 24, 2020 District Consultation Council
September 25, 2017 District Consultation Council
September 24, 2012 District Consultation Council
March 13, 2005

BP 3580 Sustainability Plan

- 1.0 The North Orange County Community College District (NOCCCD) holds environmental sustainability to be a foundational principle in shaping the present and its vision of a future. As a responsible steward of natural resources and the environment, and in alignment with recommendations from the Board of Governors to California Community Colleges, NOCCCD will work towards minimizing the ecological footprint of its institutions by implementing best practices for conserving resources, reducing waste, implementing energy reduction and alternative energy generation strategies, constructing efficient buildings, promoting interdisciplinary environmental education in our campus communities, and developing partnerships that will further these activities.
- 2.0 The District shall maintain and continue to evaluate a Sustainability Plan that aims to monitor and achieve ongoing sustainability goals. The Chancellor shall report periodically to the Board on the status and progress of the various sustainability goals.
- 3.0 The Board of Trustees delegates authority to the Chancellor, or designee, to establish administrative procedures for sustainable practices of NOCCCD campuses in the areas of academics, student engagement, planning and administration, and operations.

Date of Adoption: May 26, 2021

AP 3580 Environmental Sustainability

Reference:

**California Community Colleges Board of Governors Sustainability Policy (2019);
Association for the Advancement of Sustainability in Higher Education
Sustainability Tracking, Assessment, and Rating System (STARS);
United Nations Sustainable Development Goals (UNSDGs)**

1.0 Statement of Purpose

- 1.1 Environmental sustainability is critically important to the North Orange County Community College District (NOCCCD) and the California Community College System at large. The purpose of this procedure is to provide guidelines for implementing principles of environmental sustainability in the institutional design, services, and operations of NOCCCD campuses.
- 1.2 All categories, criteria, and terms used are defined by the Association for the Advancement for Sustainability in Higher Education (AASHE) in their Sustainability Tracking, Advancement & Rating System (STARS) (<https://stars.aashe.org>) planning framework. NOCCCD campuses are to meet or exceed all applicable statewide policies, targets, and goals relevant to sustainability.
- 1.3 When fiscally and operationally feasible, the following sustainability procedures will be utilized for maintaining and implementing sustainability across the District.

2.0 Operations: The District will pursue environmental sustainability in its maintenance and facilities operations.

- 2.1 Air, Climate, and Energy: In alignment with California climate policy leadership, and according to Executive Order B-18-12, the District will recommend all District entities:
 - 2.1.1 Complete, maintain, and update greenhouse gas emissions inventories from owned/controlled sources (Scope 1) and purchased electricity (Scope 2) at least every three years; and
 - 2.1.2 Benchmark its energy consumption, minimize operational energy use, generate on-site renewable energy, and target net zero greenhouse gas emissions using state definitions.
- 2.2 Buildings: The District will construct, renovate, maintain, and operate buildings in accordance with a published green building rating system to monitor progress and strive for International Living Future Institute (ILFI) zero energy certification in order to mitigate the building's impact on the outdoor environment and provide a safe and healthy indoor environment.
- 2.3 Food and Dining: The District will develop and support food systems that are safe and environmentally and socially responsible. The District will prioritize purchases of food and beverage products that are sustainably and ethically produced, and/or plant-based as well as minimize food waste and single-use plastics.

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- 2.4 Landscape and Biodiversity: The District will maximize landscape design and greenspace accessibility to support the campus community and local biodiversity. NOCCCD campuses will:
- 2.4.1 Support and manage grounds using organic products or in accordance with an Integrated Pest Management (IPM) program;
 - 2.4.2 Support local biodiversity by conducting and maintaining an assessment to identify endangered and vulnerable species and/or areas of biodiversity importance on land owned or managed by the institution; and
 - 2.4.3 Integrate climate adaptive native species and/or species of ethnobotanical significance into landscape design.
- 2.5 Purchasing: When possible, the District will purchase socially and environmentally responsive low-energy electronic products; cleaning and janitorial products that meet multi-criteria sustainability standards; and office paper with post-consumer recycled content, agricultural residue, and/or Forest Stewardship Council (FSC) certified content.
- 2.6 Transportation: The District will reduce the environmental impact of student and employee commuting by regularly gathering data about commuting behavior; implementing strategies to encourage sustainable modes of transportation including opportunities for ridesharing and alternative fueling stations; increasing the share of vehicles that are hybrid, electric, and/or alternatively fueled in the institution's motorized fleet.
- 2.7 Waste: The District will minimize the amount of solid waste that enters landfills. NOCCCD campuses will:
- 2.7.1 Collect and maintain data on weight of materials recycled, composted, donated/resold, and disposed in a landfill or incinerator in order to track, report, benchmark and move towards zero waste;
 - 2.7.2 Implement a process to maximize diversion of non-hazardous construction and demolition waste from the landfill and/or incinerator;
 - 2.7.3 Develop and maintain a process to safely dispose of all hazardous, special universal, and non-regulated chemical waste, and minimize the presence of these materials on campus. Recycle, reuse, and/or refurbish electronic waste generated by the institution and/or its students.
- 2.8 Water: The District will maintain data on potable and non-potable water use, use green infrastructure and low impact development (LID) practices to help mitigate stormwater run-off impacts, and maximize efforts to use rainwater as a resource.

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- 3.0 **Education and Training:** The District will model sustainability learning and practice by supporting faculty and appropriate shared governance bodies in the development of curriculum, programs, and co-curricular educational opportunities that prepare students to understand environmental issues and address environmental sustainability challenges. Colleges shall adopt sustainability-related institutional level learning outcomes and offer sustainability-focused courses, degree programs, or concentrations. The District will provide each respective campus with resources for professional development for faculty and staff to learn and incorporate principles of environmental sustainability in and beyond the classroom.
- 4.0 **Community Partnerships and Engagement:** The District will promote sustainability for student and public engagement, community partnerships, and service. The District will:
- 4.1 Coordinate ongoing sustainability-oriented outreach, campaigns, and initiatives;
 - 4.2 Support co-curricular programming and activities including vocational and continued education courses that address sustainability;
 - 4.3 Conduct regular assessment of sustainability campus culture focusing on sustainability values, behaviors, beliefs, and community service;
 - 4.4 Develop formal community partnerships with local colleges, high schools, city and local governing bodies, and organizations to advance sustainability at a community level;
 - 4.5 Advocate for public policies that support campus sustainability or advance principles of sustainability at wider scales.
- 5.0 **Planning and Administration:** The District is committed to institutionalizing and dedicating resources to foster sustainability. NOCCCD campuses will:
- 5.1 Create a formal committee, office, and/or officer to advise on and implement policies and programs related to sustainability;
 - 5.2 Publish a Sustainability Plan that includes regular assessment and reporting on measurable sustainability objectives that is integrated in the institution's Strategic Master Plan;
 - 5.3 Participate in and complete an assurance process that provides independent affirmation that reporting information is accurate and consistent with third party standards;
 - 5.4 Promote diversity, equity, affordability, and well-being of its employees and students as components of sustainability and continue to assess, monitor, and improve these efforts by aligning with existing policies and governing bodies dedicated to these areas.
- 6.0 **Definitions:** For purposes of this procedure, the following definitions apply:

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- 6.1 AASHE: The Association for the Advancement for Sustainability in Higher Education (AASHE) is the leading association for the advancement of sustainability in higher education. AASHE serves a full range of higher education faculty, administrators, staff and students who are change agents and drivers of sustainability innovation. Established in 2005, AASHE is comprised of over 900 members across 48 U.S. states, 1 U.S. Territory, 9 Canadian provinces and 20 countries.
- 6.2 STARS: The Sustainability Tracking, Assessment & Rating System™ (STARS) is a voluntary, self-reporting framework for helping colleges and universities track and measure their sustainability progress. It is designed to: 1) provide a framework for understanding sustainability in all sectors of higher education; 2) enable meaningful comparisons over time and across institutions using a common set of measurements developed with broad participation from the campus sustainability community; 3) Create incentives for continual improvement toward sustainability. 4) Facilitate information sharing about higher education sustainability practices and performance. 5) Build a stronger, more diverse campus sustainability community (STARS® 2.2 Technical Manual p.1). 100% of CSUs and UCs and increasing shares of CCCs use STARS as a tracking tool to assess and benchmark progress in sustainability.
- 6.3 Sustainability: AASHE defines sustainability in a pluralistic and inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. STARS attempts to translate this broad and inclusive view of sustainability to measurable objectives at the campus level. Thus, it includes performance indicators related to, for example, ecological integrity, social and economic justice, and democratic governance. Today most uses of and references to sustainability emphasize the concept's simultaneous environmental, social, and economic dimensions (AASHE).
- 6.4 Integrated Pest Management: Integrated pest management (IPM) uses a combination of biological, cultural, physical/mechanical and chemical management tools to solve pest problems while minimizing risks to people and the environment. Although every IPM program is different, successful programs use the same four-tiered approach: 1) set action thresholds, 2) monitor and identify pests, 3) prevent or remove conditions that attract pests, and 4) control. For more information, see the U.S. Environmental Protection Agency's IPM Principles.
- 6.5 ILFI Zero Energy Certification: This certifies that one hundred percent of a building's energy needs on a net annual basis are supplied by renewable energy through a third-party audit of actual performance data. Certification is based on actual, not modeled, performance. There are a number of ZE Certification exceptions, related to use of offsetting offsite renewables, on-site combustion, and other circumstances (International Living Future Zero Energy Certification).
- 6.6 Scope 1 GHG Emissions: These emissions are direct GHG emissions occurring from sources that are owned or controlled by the institution. Scope 1 emission sources include: Combustion of fuels to produce electricity, steam, heat, or power using equipment in a fixed location such as boilers, burners, heaters, furnaces,

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incinerators; and Combustion fuels by institution-owned cars, tractors, buses, and other transportation devices (STARS® 2.2 Technical Manual OP-01 p.5).

6.7 Scope 2 GHG Emissions: These emissions are indirect GHG emissions that are a consequence of activities that take place within the organizational boundaries of the institution, but that occur at sources owned or controlled by another entity. Scope 2 emission sources include purchased electricity, purchased heating, purchased cooling, and purchased steam (STARS® 2.2 Technical Manual OP-01 p.5).

7.0 **Annual Report**: The Chancellor or designee shall report annually to the Board of Trustees on the status and progress of the various sustainability goals.

See Board Policy 3580, Sustainability Plan; Board Policy 3250, Institutional Planning; Board Policy 3505, Emergency Response Plan; Administrative Procedure 3570, Smoking on Campus; Board Policy 5200, Student Health Services; Board Policy 5300, Student Equity; Board Policy 7100, Commitment to Equal Employment Opportunity and Diversity

Date of Adoption: February 8, 2022

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 3, 2026

From: Jay Seidel, Professor – Drone Technology

Re: Agenda Item for District Consultation Council Meeting of February, 23, 2026.

1. AGENDA ITEM NAME

Drone Policy

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: **5 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

A set policy to establishes rules governing the operation, launch, landing, and use of drones and other Uncrewed Aircraft Systems (UAS) on or above college property and at college-sponsored events.

5. RECOMMENDATION:

Review/discussion item for possible adoption.

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

Ken Starkman, Dean Engineering & Technology Division – FC
John Krok, Director Campus Safety – FC
Bridgette Kominek, Faculty Senate President – FC
Julianne Leggin, Risk Management and Workplace Safety Director -NOCCCD
Roselyne Hanifa, Risk Management - NOCCCD

Fullerton College Drone and Uncrewed Aircraft Systems Policy (Draft)

1. Purpose

Fullerton College is committed to maintaining a safe, secure, and disruption-free learning and working environment. This policy establishes rules governing the operation, launch, landing, and use of drones and other Uncrewed Aircraft Systems (UAS) on or above college property and at college-sponsored events.

2. Scope

This policy applies to all students, employees, contractors, vendors, visitors, and other third parties on:

- Fullerton College property (grounds, buildings, parking, facilities), and
- Any College-sponsored event (including off-campus locations where the College is the host or sponsor).

3. Definitions

- UAS / Drone: Any uncrewed aircraft (including model aircraft) and associated systems (controller, payload, camera, accessories).
- Operation: Launch, landing, flight, hovering, or active control of a UAS.
- Prolonged operation: Any activity beyond brief, incidental use, including repeated flights, scheduled filming, surveying, training labs, demonstrations, or multi-hour work.

4. Policy Statement: General Prohibition

UAS operations are prohibited on or above Fullerton College property unless conducted under one of the authorized exceptions in Section 5 and approved in accordance with Section 6. Unauthorized UAS activity may be treated as a safety and conduct violation and may be referred to Campus Safety and/or local law enforcement as appropriate.

5. Authorized Exceptions

UAS operations may be permitted only under the following circumstances:

- A. Drone Technology / Academic Instruction and Training
Operations conducted as part of approved instructional activities, labs, curriculum, or College-sanctioned research (e.g., Drone Technology program training activities).
- B. College Administration Authorized Operations
Operations explicitly authorized by college administration for official college purposes, including but not limited to:
 - Campus Communications (marketing, official photography/videography),
 - Commencement / graduation-related official imaging,

- Facilities, risk management, or other official College functions as approved by the appropriate administrator.
 - Public Safety / Emergency Operations
- C. Operations conducted by or under the direction of authorized public safety agencies or officials when required for safety, emergency response, or investigations.

6. Approval and Coordination Requirements

A. Required Authorization

All permitted UAS operations must have prior written authorization from the appropriate College authority (e.g., program leadership for academic training; campus administration for official College purposes).

B. Campus Safety Notification and Authorization for Prolonged Operations

Prolonged operations must be coordinated with Campus Safety in advance and may require written authorization/conditions of operation. Campus Safety provides services to support safety and respond to incidents on campus and should be contacted for operational coordination.

C. Operational Limitations and Safety Conditions

Authorized operations may be limited by time, place, crowd density, weather, nearby events, or other conditions. Operators must comply immediately with directives from Campus Safety and College officials, including any order to pause, relocate, or terminate UAS operations. (Campus Safety maintains emergency communication capabilities and directs safety actions during incidents.)

7. Legal Compliance Requirement

All UAS operations must comply with:

- Federal law and FAA regulations (including Part 107 or applicable recreational rules),
- State law, and
- Municipal/local ordinances and any applicable venue/event rules.

Operators are solely responsible for ensuring they are legally authorized to operate and for maintaining any required certifications, waivers, registrations, or authorizations.

8. Privacy, Filming, and Conduct Expectations

Even when authorized, UAS operations must:

- Avoid creating a hazard, disturbance, or disruption to instruction, services, or campus operations.
- Respect privacy and avoid targeting or harassing individuals.

- Comply with any College directives related to filming/recording, use of likeness, or restricted areas.
- Not interfere with emergency procedures, evacuation routes, or emergency response activities.

9. Prohibited Activities (Non-Exhaustive)

The following are prohibited on college property except as expressly authorized in writing:

- Launching/landing/operating a UAS without approval.
- Flying over crowds, building entries/exits, or areas designated as restricted for safety.
- Operating in a manner that endangers persons or property or interferes with college operations.
- Operating during an emergency or when Campus Safety issues a restriction.
- Operating for personal commercial purposes (e.g., paid shoots) without college authorization.
- Operating any UAS in connection with prohibited conduct or unsafe activity.

10. Enforcement, Reporting, and Immediate Response

Campus Safety may respond to UAS incidents and violations, complete incident reports, and coordinate with local law enforcement when needed.

Anyone observing unsafe or unauthorized UAS activity should notify Campus Safety immediately (Campus Safety contact information is published in college safety materials).

11. Penalties and Sanctions

Violations of this policy may result in one or more of the following, depending on severity:

- A. Administrative Actions
 - Immediate cessation of operations.
 - Removal from campus for visitors/vendors.
 - Revocation of authorization for current or future UAS operations.
- B. Student and Employee Discipline
 - Students may be subject to the College's student conduct and discipline processes.
 - Employees may be subject to applicable employee discipline procedures and District policies. (College policy materials describe discipline procedures and notice/appeal concepts for certain violations; similar due-process principles apply under relevant District/College procedures.)

C. Restitution and Costs

- The operator may be responsible for repair costs, restitution, or other expenses resulting from damage or disruption.

D. Law Enforcement Referral

- Violations involving public safety risk, restricted conduct, or suspected legal violations may be referred to the Fullerton Police Department or other appropriate law enforcement agencies.

12. Authority and Exceptions

The College reserves the right to restrict or prohibit UAS operations at any time for safety, security, or operational reasons. Exceptions to this policy, if any, must be approved in writing by the appropriate College administrator and may require Campus Safety conditions/oversight.

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: February 18, 2026

From: Ariel Gentalen, LGBTQIA2S+ Resource Program Special Projects Manager, Fullerton College and Jenelle Herman, LGBTQIA2S+ Liaison, Cypress College

Re: Agenda Item for District Consultation Council Meeting of February 23

1. AGENDA ITEM NAME

New AP Inclusive Restrooms and AP Inclusive Locker Room Facilities

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: **20 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

A workgroup comprised of district wide representation has developed proposals for AP Inclusive Restrooms and AP Inclusive Locker Room Facilities to codify existing campus and district commitments to inclusive facilities.

The North Orange County Community College District is committed to providing an inclusive, supportive, and non-discriminatory learning and working environment for all, ensuring that every student and employee has equal access to the district’s educational programs, services, and activities. The North Orange County Community College District fosters an equitable, inclusive, and supportive learning and working environment that empowers all students and employees to thrive. An equitable learning and working environment must be reflected in our physical spaces across the District, ensuring accessibility, safety, and inclusion.

In this presentation, we will outline gaps in inclusivity, equity, accessibility, and safety across our current campuses in regard to inclusive restroom and locker facilities. We hope this illustrates the dire need to affirm inclusive policies that enhance our campuses equitably in the future.

5. RECOMMENDATION:

It is recommended that DCC members review, discuss, and provide feedback and questions on the new AP Inclusive Restrooms and Locker Room Facilities and bring feedback to the next meeting.

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

Senior Leadership Consulted:

- Dr. Byron D. Clift Breland (Chancellor, District)
- Dr. Cynthia Olivo (President, Fullerton College)
- Valentina Purtell (President, NOCE)
- Dr. Sonia de la Torre (VPSS, Fullerton College)
- Dr. Paul de Dios (VPSS, Cypress College)
- Dr. Tony Jake (VPAS, Cypress College)
- Martha Gutierrez (VPSS, NOCE)

Shared Governance Groups and Impacted Programs:

- CSEA President (District)
- Classified Senate (Cypress)
- DSS (NOCE, Fullerton College, Cypress)
- Diversity Advisory Committee (Fullerton College)
- DEIAA Committee (NOCE)
- EOPS (Fullerton College, Cypress)
- Facilities and Maintenance (Fullerton College)
- SEA Committee (NOCE)
- Queer Student Advisory Committee (Fullerton College)
- LGBTQIA2S+ Students (Cypress, Fullerton College, NOCE)

Consulted Faculty and Staff:

- Craig Goralski (Professor, Cypress College)
- Jaclyn Magginetti (Professor, Cypress College)
- Dr. Connie Moreno Yamashiro (Director, Student Development and Engagement Fullerton College)
- Bridget Kominek (Faculty Senate President, Fullerton College)
- Saimy Castillo Bolivar (Student Trustee, Fullerton College)
- Gilberto Valencia (Coordinator, Cadena Cultural Center, Fullerton College)
- Deb Perkins (Director, Student Equity and Success, Counseling and Student Services, NOCE)
- Michelle Patrick (Academic Senate President, NOCE)
- Terry Cox (Director, Administrative Services, NOCE)
- Christian Garcia (LGBTQIA+ Program Coordinator, NOCE)

AP: All-Inclusive Restrooms

The North Orange County Community College District is committed to providing an inclusive, supportive, and non-discriminatory learning environment for all students and to ensuring that every student has equal access to the district's educational programs, services, and activities. All District and campus planning shall prioritize accessible, equitable, inclusive, and safe restrooms for all students and employees.

The following guidelines have been established to create consistency and reliability for students and employees regarding the availability of all-inclusive restrooms. These guidelines exist to affirm students and employees' identities and physical needs.

The District recognizes that all-inclusive restrooms must be highly visible, non-gender-segregated multi-user spaces, providing a mix of individual and private rooms that contain toilets and sinks.

The District further recognizes all-inclusive restrooms must exist in safe, secure and accessible locations, consistent with other facilities. Their access and visibility shall be equal to that of other restrooms and shall be in heavily trafficked and commonly used locations. They must be marked on the exterior door, as well as on campus maps, with all-inclusive restroom signage consistent with current best practices, across the District. Any final recommendations for signage should include LGBTQ+ liaisons at each campus to ensure continuity, inclusivity, and representation across the district.

The District shall provide all-inclusive restrooms in all new construction and major renovation plans. At minimum, there shall be one all-inclusive restroom on every floor, in every building, with a preference towards all-inclusive multi-stall facilities, in accordance with current best practices. All efforts shall be made to make the existing restrooms as inclusive as possible.

The District shall ensure that newly constructed, renovated, and current existing restrooms are equally well-equipped to meet the diverse needs of all students, employees, and visitors, regardless of gender identity, accessibility, mobility, or additional individual needs. This can include but is not limited to menstrual products, changing tables, stalls with floor to ceiling doors for maximum privacy, in-stall trash receptacles, handrails, mirrors, and clear signage.

AP: All-Inclusive Locker Facilities

The North Orange County Community College District is committed to providing an inclusive, supportive, and non-discriminatory learning and working environment for all, ensuring that every student and employee has equal access to the district's educational programs, services, and activities. All District and campus planning shall prioritize accessible, equitable, inclusive, and safe facilities for all students and employees.

The following guidelines have been established to create consistency and reliability for students and employees regarding the availability of all-inclusive locker facilities. These guidelines exist to affirm students and employees' identities and physical needs.

The District recognizes that inclusive locker facilities are designed to be accessible and comfortable for everyone. These facilities shall offer a private, safe, and inclusive space for all users, including but not limited to those with housing insecurity, gender diversity, disabilities, and a need for caregivers. All users shall be offered the same level of privacy and access to lockers, toilets, showers, sinks, and changing facilities.

The District shall make every effort to make the existing locker facilities as inclusive as possible. Every locker facility shall be equally well-equipped to meet the diverse needs of all students, employees, and visitors, regardless of gender identity, accessibility, mobility, or additional individual needs. Inclusive locker facilities shall include private showers, private toilet stalls, with a private sink area, that have shared locker space. Efforts shall be made to update existing locker facilities to include multiple private showers, private changing areas, and gender-inclusive signage consistent with current best practices. Any final recommendations for signage should include LGBTQ+ liaisons at each campus to ensure continuity, inclusivity, and representation across the district.

All future locker room construction and major renovations shall include the development of a universal, all-gender locker room¹ with completely private changing rooms, showers, and toilets, that can be used by all students, employees and visitors, regardless of who they are or how they may identify, in addition to existing, gender-specific locker room facilities. These all-inclusive universal locker room facilities must exist in safe, secure, and accessible locations, consistent with other gendered facilities.

¹ <https://recwell.berkeley.edu/facilities/recreational-sports-facility-rsf/lockers/universal-locker-room/>