



**NORTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT**  
CYPRESS COLLEGE | FULLERTON COLLEGE  
NORTH ORANGE CONTINUING EDUCATION

## **District Consultation Council Meeting**

**August 25, 2025**

**2:00 p.m.**

**Anaheim Campus – Room 105 (1<sup>st</sup> 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. April 28, 2025 Summary

**Action**

### **STRATEGIC GOALS & PLANNING**

1. District Consultation Council 2025-26
  - Meeting Schedule
  - Membership Listing
2. Budget Update
3. 2026-2030 Districtwide Strategic Plan Development

**Information**

**Information**

**Action**

### **OPERATIONAL REVIEW**

- 1.

### **POLICY**

1. Revised AP 3415, Immigration Enforcement Activities
2. Revised Chapter 3 Board Policies and Administrative Procedures – Annual Review Cycle

**Discussion**

**Action**

### **OTHER ITEMS**

- 1.

**DISTRICT CONSULTATION COUNCIL**  
**April 28, 2025**

**SUMMARY**

**MEMBERS PRESENT:** Byron D. Clift Breland, Ziza Delgado Noguera, Karla Frizler, Danielle Fouquette (for Bridget Kominek), Kyle Hsu, Sharon Kim, Cherry Li-Bugg, Elaine Loayza, Candance Lynch (for Jennifer Carey), Khaoi Mady, Jaclyn Magginetti, Kathleen McAlister, Cynthia Olivo, Michelle Patrick Norng, Jeremy Peters, Valentina Purtell, Irma Ramos, Marlo Smith, Pamela Spence, Kai Stearns, Annalisa Webber, and Fred Williams.

**VISITORS:** Daniel Berumen, Danielle Davy, Roland Esquivel, Deb Perkins, and Bryan Ventura.

**ABSENT:** Christie Diep, Flavio Medina-Martin, and Scott Thayer.

Chancellor Byron D. Clift Breland called the meeting to order at 2:05 p.m.

**MEETING SUMMARY**

**Summary:** The summary of the March 24, 2025 meeting was approved as submitted. **There was consensus to approve the summary.**

**STRATEGIC GOALS & PLANNING**

**Fullerton College Mission Statement and Strategic Plan:** Cynthia Olivo, Fullerton College President, and Daniel Berumen, Fullerton College Director of Institutional Research and Planning, presented the new draft of the Fullerton College Mission Statement, which was revised to incorporate affirming and aspirational language, reflecting the College's collective dedication to student success. The Mission Statement, in alignment with the College's five-year strategic plan, is designed to guide and support that essential work and also incorporates one new Core Value to the set that was approved in 2022 which affirms a commitment to ensuring equal access to all students.

The revised mission statement will be presented to the Board at the second meeting in May as an information item.

**2024-25 320 Report P-2 Summary:** Fred Williams, Vice Chancellor of Finance & Facilities, shared the District's 2024-25 320 Report P-2 summary as information. Summary highlights included the following:

- All three campuses continue to grow from the prior year
- Cypress College exceeded its target by 544.71 FTES
- Fullerton College is below its target by 739.62 FTES, but has grown from its prior year annual by 4.16%
- NOCE exceeded its target for non-credit FTES by 263.93 FTES and is just 22.60 FTES below its target for CDCP
- Overall, the total actual FTES at P-2 exceeded the total target FTES by 46.42 FTES, and increased by 7.12% compared to the prior year annual

- Earned SCFF revenues are still below our funding floor, so we're still expecting to end 2024-25 in Hold Harmless status

In the ensuing discussion, members noted that NOCE has quite a few of positive attendance classes with two census dates that haven't been reached yet and they expect to receive a 150 FTES increase to the final figure for NOCE; asked for clarification on how tutoring is factored, specifically as it pertains to the Fullerton College projection; and asked how many more FTES were needed to move out of hold harmless. Vice Chancellor Fred Willians also noted that community colleges have some protection with Prop 98 and the K-12 system and are not facing the same budget reductions that were made for the CSU and UC systems.

**One-time Funding Request: Student Advocate Program(s):** At the March 24, 2025 DCC meeting, Henry Hua, Fullerton College Vice President, Administrative Services, led a presentation regarding a one-time funding request of \$1.4 million for the campuses to support the Student Advocates Program which was approved by the Council on Budget & Facilities (CBF). All three campuses illustrated how they have utilized a comprehensive program of student advocates to help reduce attrition, increase persistence and enrollments, and thereby increasing FTES to meet the needs of each campus. The campuses have seen positive increases in persistence at all three sites from fall to spring semesters with the support of the student advocates and they would like to increase the support of the Student Advocates Program by \$1.4 million to help with continuity through fiscal year 2025-26, and proof of concept for possible institutionalization of this program that is producing positive outcomes for students while advancing the mission of the District.

The \$1.4 million fund request to continue the Student Advocate Program would be allocated as follows: Cypress College receiving \$518,000 (37%); Fullerton College receiving \$630,000 (45%); and NOCE receiving \$252,000 (18%).

During the discussion, members noted the following:

- Fullerton College is pleased with how the program is going and their Faculty Senate voted to approve the allocation. It was also noted that the Senate's vote was a complete turnaround because initially there was only one vote in favor of it.
- CSEA representatives stated that if the program is really needed and successful, then the duties should be turned into permanent classified jobs.
- The program has had a dramatic impact on NOCE enrollment especially in the ESL department which had a 12% decline, but bounced back to roughly P-1 numbers.
- The Cypress College Academic Senate supported the allocation, but had questions about it depleting one-time funds.
- NOCE supported the allocation, and echoed concern about long term funding opportunities.
- DMA philosophically supported the allocation, and with concerns about depleting districtwide one-time funds, suggested the development of a plan to ensure that efforts are not being duplicated so that retention efforts are not solely attributed to this program.
- Starfish data indicates a correlation between the number of interventions/contacts with retention.
- The use of concrete data metrics to potentially institutionalize the program and positions.
- The amount of carryover funds that remain after the earmarks. (\$87,000 if this funding is allocated.)

- Vice Chancellor Williams stated that the funding formula would need to be changed in order to have funding available for these types of projects in the future.

The Chancellor stated that while there may be financial uncertainties at the government level, while the District has funding, support for student success should be how it's invested. He also thanked everyone for their feedback, praised the program for its success and staff for the implementation, and suggested looking into how the program can be improved upon to scale it up in order to reach more students.

Subsequent to the discussion, **there was consensus to approve the Student Advocate Program \$1.4 million allocation** with one no vote (Pamela Spence) and one abstention (Jeremy Peters).

## **OPERATIONAL**

**Response to Proposal to Increase Maximum Reimbursement Amounts for Applicant Reimbursement:** Bridget Kominek, Fullerton College Faculty Senate Acting President presented a request from the Fullerton College Faculty Senate to review the maximum reimbursement amounts detailed in AP 7120-10 Applicant Reimbursement and that the total maximum and travel and lodging amounts be increased to reflect contemporary costs of travel and lodging. At the March 24, 2025 DCC meeting, action was taken to request that Human Resources to research what the current average or median price of airfare, rental car, shuttle fares, taxi fares, and parking fees as well as the current average price of local lodging for one night with regard to the maximum reimbursement amounts detailed in AP 7120-10, Applicant Reimbursement. Human Resources provided information for applicant travel reimbursements from neighboring districts that was compiled in response to the request.

During the discussion, Fullerton College faculty representatives stated that while it was helpful to look at comparisons, they are interested in what the actual costs to travel to North Orange are, and the need to do better than what other districts are doing since we are competing against them.

Members asked that the availability of applicant travel reimbursements be widely communicated, and Vice Chancellor Irma Ramos noted that the information is listed on job descriptions and that a link to applicable policy would also be included moving forward.

Others inquired how comparisons would be possible when costs vary depending on where the applicants are traveling from. Additional points raised included support for the language recommended at the last meeting (adding "at the request of applicants consider special circumstances" to AP 7120-10), reconsider the allowable amount and what expenses are reimbursable, and increasing the reimbursement rate by the inflation rate or COLA.

This item will return to future DCC meeting.

**New Fullerton College Division of Ethnic Studies and Student Equity:** Fullerton College President Cynthia Olivo provided an update on a proposed new division at Fullerton College that incorporates student equity and Ethnic Studies. Currently, Fullerton College does not have a position that coordinates and leads student equity activities, and with the Ethnic Studies Department being over 50 years old and new laws requiring students to complete ethnic studies before they graduate, there are tremendous opportunities available. The new division would be

led by an Interim Dean of Ethnic Studies and Student Equity who would have departmental academic responsibilities; oversight of college-wide programs and services; and the goals of increasing student enrollment and success, closing equity gaps, reducing student attrition, and increasing student retention and sense of belonging.

Chancellor Byron D. Clift Breland asked the group for feedback due to potential ramifications at the College and across the District. President Cynthia Olivo stated that the campus embraces the new division which was presented to all their constituency groups and is committed to providing high school students with authentic Ethnic Studies instruction.

Members noted that dual enrollment courses with the Anaheim Union High School District could fund the position if online instruction was offered, expressed support for the well thought out plan, inquired why it was being put forward as an interim position, and noted the ideal timing given new state laws and the potential enrollment growth.

Chancellor Breland asked members to please direct any further questions or concerns to President Cynthia Olivo.

## **POLICY**

**Revised AP 2431, Chancellor Selection:** AP 2431 was originally part of the Chapter 2 policies that were presented to DCC on March 24, 2025 as part of the District's review cycle. At that time, it was pulled from consideration in order to incorporate additional corrections. The additional proposed revisions included a reference section update pursuant to the 2024 changes to ACCJC Accreditation Standards, grammar corrections, title updates, and the updating of language to reflect District practices. **There was consensus to approve the revised Administrative Procedures and post them on the District website.**

**Revised AP 4220, Standards of Scholarships; AP 4225, Course Repetition; AP 4240, Academic Renewal; and AP 4250, Probation, Dismissal, and Readmission:** These four administrative procedures primarily pertain to the addition of the "FW" (failure withdraw) grade to fully comply with Financial Aid regulations. The initial group that requested and reviewed these updates were the Admissions & Records Directors and Financial Aid Directors; subsequent to that, DCCC reviewed and approved the updates.

In the ensuing discussion, members inquired about adding course substitution language to AP 4220 and/or AP 4225 to address situations where students fail a course but might be better served by a different course, and suggested replacing the term "probation" which could be jarring for formerly incarcerated students, with a different term like "notice" throughout district policies. Members expressed support for the idea, and policies with probation will be revisited during the fall semester.

Subsequent to the discussion, **there was consensus to approve the revised Administrative Procedures and post them on the District website.**

**Revised AP 6520, Security for District Property:** Effective October 2024, the updated federal regulations under Title 2 U.S. Code of Federal Regulations (CFR) Part 200, increased the capitalization threshold for capital expenditures from \$5,000 to \$10,000 to reduce administrative burden and reflect current economic data. AP 6520, Security for District Property was revised to align with the federal guidance and increase the capitalization threshold for capital expenditures

from \$5,000 to \$10,000. **There was consensus to approve the revised Administrative Procedure and post it on the District website.**

**Revised BP/AP 7600, Campus Safety Officers:** The Council received a second reading of the proposed revisions to BP/AP 7600, Campus Safety Officers developed by the workgroup which incorporated edits received by DCC at the February 24, 2025 meeting and suggestions made by the Campus Safety Directors. At the March 28, 2025, DCC meeting, the workgroup received additional feedback from the constituencies and agreed to further changes. Subsequent to their last meeting, the workgroup received further changes from CSEA which were not incorporated into the draft policies but presented to DCC for review.

During the discussion, led by Vice Chancellor Fred Williams, members expressed support for the revisions which were modified to address concerns, noted that the development of Standard Operating Procedures would follow, shared that their constituencies supported the revisions, and thanked the workgroup for developing the new set of policies.

Subsequent to the discussion, **there was consensus to approve the revised Administrative Procedure and post it on the District website and forward the revised Board Policy to the Board for their consideration.**

**Next DCC Meeting:** The next DCC meeting will take place on Monday, May 19, 2025 in the Chancellors Conference Room at the Anaheim Campus.

**ADJOURNMENT:** The meeting was adjourned at 3:44 p.m.



NORTH ORANGE COUNTY  
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## District Consultation Council 2025-26 Meeting Schedule

Fourth Mondays of the month @ 2:00 p.m.  
Anaheim Campus Room 105

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

### Fall Semester

August 25

September 22

October 27

November 24

December 22\*

### Spring Semester

January 26

February 23

March 23

April 27

May – TBD due to holiday

June 22 (if needed)

\* Determine whether or not a December meeting is needed.



## District Consultation Council 2025-26 Membership

Member	Affiliation
<b>Byron Clift Breland</b>	Chancellor – Chair
<b>Scott Thayer</b>	President, Cypress College
<b>Cynthia Olivo</b>	President, Fullerton College
<b>Valentina Purtell</b>	President, North Orange Continuing Education
<b>Fred Williams</b>	Vice Chancellor, Administrative Services
<b>Irma Ramos</b>	Vice Chancellor, Human Resources
<b>Jennifer Vega La Serna</b>	Vice Chancellor, Educational Services & Institutional Effectiveness
<b>Kai Stearns</b>	District Director, Public & Governmental Affairs
<b>Khaoi Mady</b>	Interim Executive Director, Information Technology & Services
<b>Flavio Medina-Martin</b>	District Director, Diversity, Culture, & Inclusion
<b>Jaclyn Magginetti</b>	President, Cypress College Academic Senate
	Representative, Cypress College Academic Senate
<b>Bridget Kominek</b>	President, Fullerton College Faculty Senate
	Representative, Fullerton College Faculty Senate
<b>Michelle Patrick Norng</b>	President, North Orange Continuing Education Academic Senate
<b>Candace Lynch</b>	Representative, North Orange Continuing Education Academic Senate
<b>Christie Diep</b>	President, United Faculty
<b>Jeremy Peters</b>	Representative, United Faculty
<b>Marlo Smith</b>	President, Adjunct Faculty United
<b>Elaine Loayza</b>	President, California School Employees Association
<b>Pamela Spence</b>	Representative, California School Employees Association
<b>Annalisa Webber</b>	Representative, Confidentials Group
<b>Karla Frizler</b>	President, District Management Association
	Associated Students Representative, Cypress College
	Associated Students Representative, Fullerton College
	Student Representative, NOCE



# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 20, 2025

From: Fred Williams, Vice Chancellor, Administrative Services

Re: Agenda Item for District Consultation Council Meeting of August 25, 2025

1. AGENDA ITEM NAME

**Budget Update**

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: 20 minutes

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

To assist with the review of the budget proposal, included is the link to [the 2025-26 Joint Analysis of the Governor's May Revise Budget](#), put together by the California Community Colleges Chancellor's Office with the Association of California Community College Administrators (ACCCA), the Association of Chief Business Officials (ACBO), and the Community College League of California. Additional information can also be found in the [California Community Colleges Compendium of Allocations and Resources](#)

Also, included are the 2024-25 settle-up, ending fund balance, Allocation of One-time Funds, FTES, and the 2025-26 budget summary. Staff are in the final stages of preparing the 2025-26 Proposed Budget and Financial Report, which is scheduled to be presented to the Board for approval at the September 9, 2025 meeting.

In addition, the 2025-26 District and Campus-specific budget forums have been scheduled.

Cypress College – Thursday, September 25 @ 3:00 – 4:30 p.m.

NOCE – Tuesday, October 7, 2025 @ 3:00 – 4:30 p.m.

Fullerton College – Thursday, October 9, 2025 @ 3:00 – 4:30 p.m.

*Campus specific locations will be shared at a later date.*

5. RECOMMENDATION:

It is recommended that DCC review the information shared on the fiscal updates presented by staff.

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

**Council on Budget and Facilities**

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

**North Orange County Community College District**  
**2024-25 Settle-Up Budget**  
**Resource Allocation Model Budget Summary**  
**August 3, 2025**

	DW	DS	CC	FC	NOCE	Total
SCFF Revenues	\$ -	\$ 23,347,730	\$ 90,086,509	\$ 111,256,435	\$ 27,717,216	\$ 252,407,890
Other Revenues	-	2,709,016	10,409,491	11,801,338	3,675,493	28,595,339
Funding for Districtwide Expenses	6,124,255	(567,718)	(2,190,033)	(2,682,425)	(684,079)	(0)
Net Chargebacks	-	762,163	322,800	292,878	(1,377,841)	-
	6,124,255	26,251,191	98,628,767	120,668,226	29,330,789	281,003,228
Expenses	6,124,255	22,587,946	96,264,602	119,364,610	25,649,349	269,990,762
Contingencies	-	-	-	-	-	-
	6,124,255	22,587,946	96,264,602	119,364,610	25,649,349	269,990,762
Net Available Revenue	-	3,663,245	2,364,165	1,303,616	3,681,440	11,012,467
Net Transfers In/(Out) to Supplement Operations	-	-	1,633,425	(17,049)	(30,229)	1,586,147
<b>Structural Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 3,663,245</b>	<b>\$ 3,997,590</b>	<b>\$ 1,286,567</b>	<b>\$ 3,651,211</b>	<b>\$ 12,598,613</b>
Additional Sources (Uses)						
Additional Revenue from Emergency Conditions ❖	-	839,796	3,557,644	4,681,431	-	9,078,871
Subtotal Net Revenue (Deficit) A	-	4,503,041	7,555,234	5,967,998	3,651,211	21,677,484
Additional Hold Harmless Funding ▲		87,610	338,050	417,469	104,002	947,131
Prior Year Revenue Adjustment ★	2,664,253					2,664,253
<b>Balance</b>	<b>2,664,253</b>	<b>4,590,651</b>	<b>7,893,284</b>	<b>6,385,468</b>	<b>3,755,213</b>	<b>25,288,869</b>

❖ For 2024-25, the impact from applying the emergency conditions will still have a residual benefit for Cypress College and Fullerton College as funding for the credit FTES is based on a 3-year average.

▲ 2024-25 Hold Harmless funds were already allocated to each center.

★ In 2023-24, the books were closed using a 1% deficit factor, which equates to about \$2.6M, based on information from the State Chancellor's Office available at that time. In February 2025, we learned the deficit factor did not materialize. As a result, in fiscal year 2024-25, we are recognizing additional revenue related to prior year. These funds are set aside to fund recent collective bargaining negotiations.

**North Orange County CCD  
Analysis of Ending Fund Balances  
June 30, 2025**

Updated 08-19-2025

	<u>Districtwide</u>	<u>DS</u>	<u>CC</u>	<u>FC</u>	<u>NOCE</u>	<u>Total</u>
<b>Nonspendable Fund Balance</b>						
<b>Reserved Fund Balance</b>						
Revolving Cash	150,000.00					150,000.00
Inventory	37,953.56					37,953.56
Total	<u>\$ 187,953.56</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ 187,953.56</u>
<b>Restricted Fund Balance</b>						
<b>Restricted Programs</b>						
Health Services			142,692.32	323,846.31		466,538.63
Instructional Equipment			255,967.47	546,845.57	-	802,813.04
Parking			0.19	0.34	296,820.34	296,820.87
Lottery			690,060.29	4,618,829.74	2,313,698.87	7,622,588.90
Veterans Services			33,807.27	17,377.26		51,184.53
Admin Allowance			451,391.49	60,391.22		511,782.71
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,573,919.03</u>	<u>\$ 5,567,290.44</u>	<u>\$ 2,610,519.21</u>	<u>\$ 9,751,728.68</u>
<b>Committed Fund Balance</b>						
STRS & PERS Cost - Released	-					-
Total	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>
<b>Assigned Fund Balance</b>						
Legal Expenses	100,000.00					100,000.00
Facility Emergency	130,000.00					130,000.00
Elections Expense	150,000.00					150,000.00
Safety Budget		-				-
One-Time Funds Allocated *	-	5,699,870.40	1,239,678.93	4,137,081.96	949,939.88	12,026,571.17
One-Time Funds to be Allocated *	-	-	-	-	-	-
Activities Assigned by Center **	-	12,102,798.00	14,531,528.00	11,725,094.00	18,128,206.00	56,487,626.00
Total	<u>\$ 380,000.00</u>	<u>\$ 17,802,668.40</u>	<u>\$ 15,771,206.93</u>	<u>\$ 15,862,175.96</u>	<u>\$ 19,078,145.88</u>	<u>\$ 68,894,197.17</u>
<b>Uncommitted Fund Balance</b>						
Board Policy	47,642,206.83					47,642,206.83
Unallocated Resources	1,395,895.33					1,395,895.33
11100 Fund		7,496,745.60	6,583,349.47	1,955,641.23	14,347,365.52	30,383,101.82
One-Time Transfer from Cap Outlay				3,313,401.00		
Items from 24-25 RAM						
Settle-up of RAM	-	4,606,053.00	7,948,179.00	6,456,051.00	3,780,839.00	22,791,122.00
Add'l PY Rev (No PY Deficit)***	2,664,253.00					2,664,253.00
Assigned by Center		(12,102,798.00)	(14,531,528.00)	(11,725,094.00)	(18,128,206.00)	(56,487,626.00)
Total	<u>\$ 51,702,355.16</u>	<u>\$ 0.60</u>	<u>\$ 0.47</u>	<u>\$ (0.77)</u>	<u>\$ (1.48)</u>	<u>\$ 48,388,952.98</u>
<b>Total Ending Fund Balance</b>	<u><b>\$ 52,270,308.72</b></u>	<u><b>\$ 17,802,669.00</b></u>	<u><b>\$ 17,345,126.43</b></u>	<u><b>\$ 21,429,465.63</b></u>	<u><b>\$ 21,688,663.61</b></u>	<u><b>\$ 127,222,832.39</b></u>
 Prior Year Ending Balance	\$ 53,695,862.93	\$ 12,501,171.41	\$ 23,879,000.90	\$ 26,684,778.23	\$ 24,759,465.20	\$ 141,520,278.67
Change from Prior Year	\$ (1,425,554.21)	\$ 5,301,497.59	\$ (6,533,874.47)	\$ (5,255,312.60)	\$ (3,070,801.59)	\$ (14,297,446.28)

\*: See following page for details of allocations of one-time funds.

\*\*: Activities assigned by campus are listed in the discussion in this section.

\*\*\*: Set aside to fund CSEA one-time off-schedule payments.

North Orange County CCD  
Detail of Allocations of One-Time Funds (Part of Assigned Fund Balance)  
June 30, 2025

	<u>Districtwide</u>	<u>New One-Time Funding</u>	<u>Spent</u>	<u>Swept</u>	<u>Total DW</u>	<u>DS</u>	<u>New One-Time Funding</u>	<u>Spent</u>	<u>Swept</u>	<u>Total DS</u>
<b>Balance of Allocated of One-Time Funds P/Ys:</b>										
Diversity Programs	2,070.09	-	-	(2,070.09)	-	-	-	-	-	-
Equipment	-	-	-	-	-	316,030.36	-	-	(316,030.36)	-
HR Banner Projects	-	-	-	-	-	27,977.10	-	-	(27,977.10)	-
Institutional Capacity	23,264.00	-	-	(23,264.00)	-	-	-	-	-	-
Professional Development Program	192,542.18	-	-	(192,542.18)	-	-	-	-	-	-
Safety	300,000.00	-	-	(300,000.00)	-	-	300,000.00	-	-	300,000.00
Business Process Analysis	130,151.78	-	-	(130,151.78)	-	-	-	-	-	-
Local Funding Requests	-	-	-	-	-	294,794.92	-	(2,761.17)	(292,033.75)	-
Technology - Microsoft 365 Collaboration	-	-	-	-	-	-	-	-	-	-
Title IX	-	-	-	-	-	87,618.63	-	(17,140.00)	-	70,478.63
5-Yr Cyber Security Plan	-	-	-	-	-	1,479,238.28	-	(158,326.65)	-	1,320,911.63
5-Year Network Refresh	-	-	-	-	-	-	4,490,000.00	(1,241,864.66)	-	3,248,135.34
Hospitality Supplement	-	-	-	-	-	-	-	-	-	-
Sustainability Plan	-	-	-	-	-	880,699.34	-	(120,354.54)	-	760,344.80
Scheduled Maintenance	-	-	-	-	-	-	-	-	-	-
<b>Funds already allocated</b>	<b>648,028.05</b>	-	-	<b>(648,028.05)</b>	-	<b>3,086,358.63</b>	<b>4,790,000.00</b>	<b>(1,540,447.02)</b>	<b>(636,041.21)</b>	<b>5,699,870.40</b>
<b>Add'l One-Time Funds to be Allocated</b>										
<b>Subtotal Additional Allocations</b>	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 648,028.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (648,028.05)</b>	<b>\$ -</b>	<b>\$ 3,086,358.63</b>	<b>\$ 4,790,000.00</b>	<b>\$ (1,540,447.02)</b>	<b>\$ (636,041.21)</b>	<b>\$ 5,699,870.40</b>
<b>Amounts/Balances to be returned or adj'd to OTF</b>										
Balance for 22/23 SERP Payments Returned to OTF					\$ -					5,699,870.40

NOCCCD  
2025-26

Comparison to Target FTES:	CC	FC	NOCE		Total
			Non-Credit	CDCP*	
2025-26 Target	12,789.46	15,727.22	1,334.78	2,988.94	32,840.40
2024-25 @ Annual	12,180.44	15,122.33	1,334.78	2,988.94	31,626.49
Variance Increase (Decrease)	609.02	604.89	-	-	1,213.91
% Variance	5.00%	4.00%	0.00%	0.00%	3.84%

Comparison 2023-24 to 2024-25:	CC	FC	NOCE		Total
			Non-Credit	CDCP*	
2024-25 @ Annual	12,180.44	15,122.33	1,334.78	2,988.94	31,626.49
2023-24 @ Annual	10,985.20	14,392.45	1,251.54	2,569.88	29,199.07
Variance Increase (Decrease)	1,195.24	729.88	83.24	419.06	2,427.42
% Variance	10.88%	5.07%	6.65%	16.31%	8.31%

Comparison 2022-23 to 2023-24:	CC	FC	NOCE		Total
			Non-Credit	CDCP*	
2023-24 @ Annual	10,985.20	14,392.45	1,251.54	2,569.88	29,199.07
2022-23 @ Recalc (Final)	10,080.63	13,523.58	1,085.03	1,876.44	26,565.68
Variance Increase (Decrease)	904.57	868.87	166.51	693.44	2,633.39
% Variance	8.97%	6.42%	15.35%	36.96%	9.91%

\* CDCP = Career Development and College Preparation.

**North Orange County Community College District**  
**2025-26 Proposed Budget**  
**Resource Allocation Model Budget Summary**  
**August 18, 2025**

	DW	DS	CC	FC	NOCE	Total
SCFF Revenues	\$ -	\$ 24,598,975	\$ 96,106,214	\$ 116,879,516	\$ 28,350,155	\$ 265,934,860
Other Revenues	-	2,503,844	9,080,476	9,333,435	2,633,945	23,551,700
Funding for Districtwide Expenses	6,750,159	(631,815)	(2,453,008)	(2,943,069)	(722,267)	(0)
Net Chargebacks	-	803,724	324,124	305,283	(1,433,131)	-
	6,750,159	27,274,728	103,057,806	123,575,165	28,828,702	289,486,560
Expenses	6,625,159	26,857,313	104,893,373	122,003,762	28,828,702	289,208,309
Contingencies	125,000	417,415	-	1,571,403	-	2,113,818
	6,750,159	27,274,728	104,893,373	123,575,165	28,828,702	291,322,127
Net Available Revenue	-	-	(1,835,567)	-	-	(1,835,567)
Net Transfers In/(Out) to Supplement Operations	-	-	1,835,567	-	-	1,835,567
<b>Balance before Hold Harmless Funding</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Prior Year TCR Stability Protection ▲	-					1,566,097
<b>Balance</b>	-	-	-	-	-	1,566,097

▲ 2024-25 SCFF Calculated Revenue + COLA (2.30%). Set aside to fund required increase to Board Policy Reserve (\$1,566,097).

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 19, 2025

From: Gabrielle Stanco, District Director, Research, Planning and Data Management

Re: Agenda Item for District Consultation Council Meeting of August 25, 2025

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1. AGENDA ITEM NAME

**2026-2030 Districtwide Strategic Plan Development**

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

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

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

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

The *NOCCCD Integrated Planning Manual* outlines the development of two short-term strategic plans that describe how the District Strategic Directions identified in the *2021–2030 Educational and Facilities Master Plan* will be achieved. The first of these, the *District-wide Strategic Plan 2022–2026*, concludes in summer 2026. To ensure continuity and alignment, the next plan, the *District-wide Strategic Plan 2026–2030*, should be developed during the 2025–2026 academic year and ready for implementation in fall 2026.

Consistent with past practice and the collaborative planning process described in the *Integrated Planning Manual*, the new plan will be co-developed by stakeholders from across the District. It will include measurable objectives and strategies that advance progress toward the District Strategic Directions over the next three years.

The proposed timeline and process for the development of the *2026-2030 District-wide Strategic Plan* as well as workgroup membership and expected responsibilities are described in the attachment.

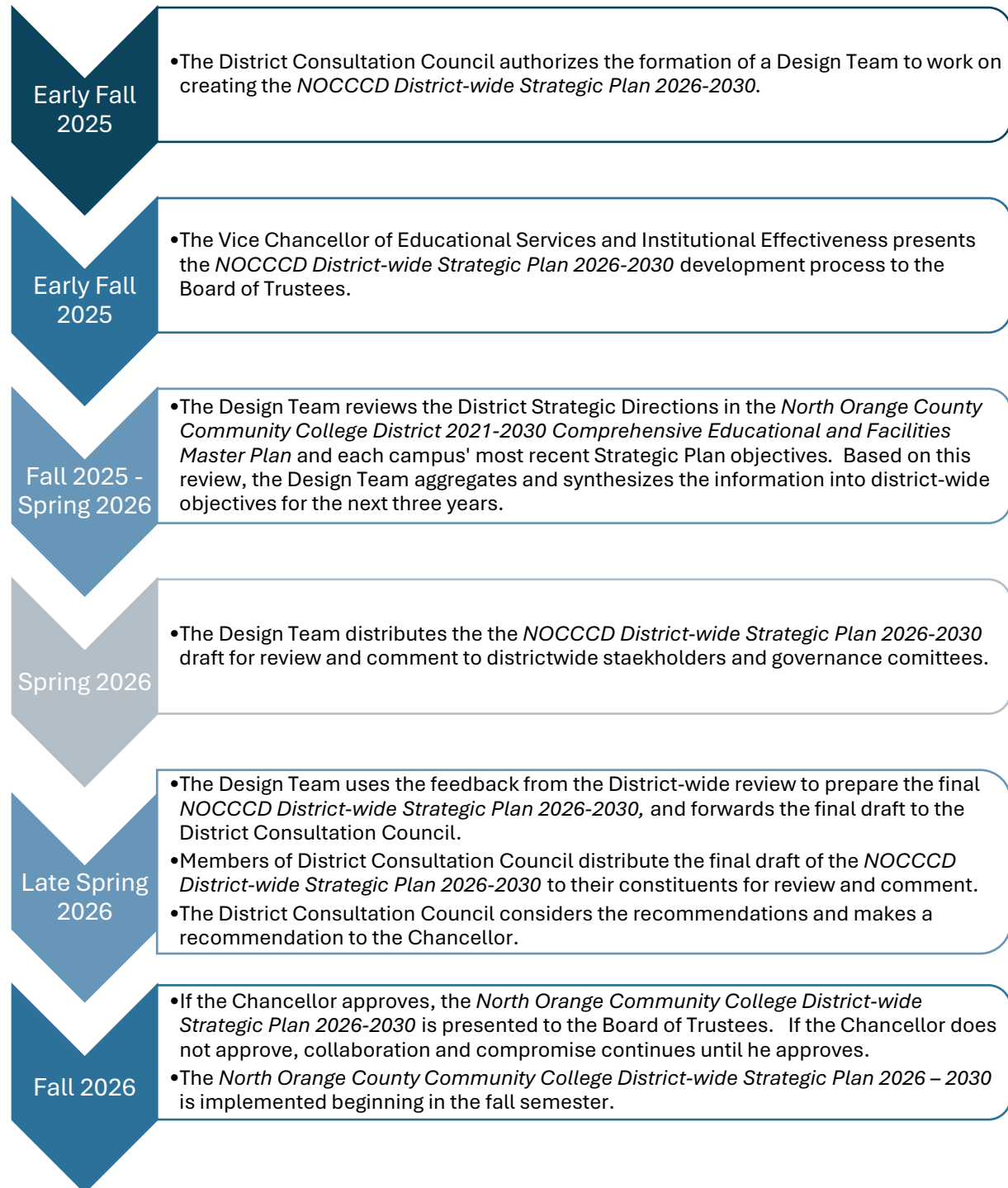
5. RECOMMENDATION:

It is recommended that DCC appoint a Workgroup (“Design Team”) to develop the *2026-2030 Districtwide Strategic Plan*, including district objectives and measures for achieving the District Strategic Directions.

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

## DRAFT Timeline and Process for the Development of the 2026-2030 *District-wide Strategic Plan*

(August 2025)





## Strategic Planning Design Team Responsibilities

(2025-2026 academic year)

**Purpose:** Review the District Strategic Directions in the *North Orange County Community College District 2021-2030 Comprehensive Educational and Facilities Master Plan* and each campus' most recent Strategic Plan objectives. Based on this review, the Design Team aggregates and synthesizes the information into district-wide objectives and measures for the next three years and drafts the *Strategic Plan*. Team members will also be expected to share the draft *Strategic Plan* with stakeholders for review and comment and bring feedback to the Design Team for consideration.

**Time Commitment:** 3-5 hours monthly during the fall and spring semesters

**Meeting Format:** In person with Zoom option (as needed)

### Membership:

- Vice Chancellor, Educational Services and Institutional Effectiveness (Chair)
- District Director, Research, Planning, & Data Management
- Director, Institutional Research & Planning – CC, FC, and NOCE
- Two faculty from each site appointed by the Academic/Faculty Senate
- One Manager/Administrator from each site - CC, DS, FC, and NOCE
- One Classified Senate representative from each site (where applicable) - CC, DS, FC, and NOCE
- One Confidential employee representative
- One student (compensated) from each site (as available) – CC, FC, and NOCE

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 20, 2025

From: Fred Williams, Vice Chancellor, Administrative Services

Re: Agenda Item for District Consultation Council Meeting of August 25, 2025

1. AGENDA ITEM NAME

**Revised AP 3415, Immigration Enforcement Activities**

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:

In light of recent activities, the District and campus administration provided guidance to staff and students regarding immigration-related inquiries. In the process, the Vice Chancellor of Administrative Services, District Director of Public & Governmental Affairs, NOCE Vice President of Student Services, and NOCE Campus Safety Officer Coordinator met to review AP 3415, Immigration Enforcement Activities.

Following the discussion, minor revisions were made to the reporting delegation. However, several sections prompted further questions and will require additional clarification moving forward.

5. RECOMMENDATION:

**It is recommended that DCC members review and discuss AP 3415.**

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

**District Director of Public & Governmental Affairs, NOCE Vice President of Student Services, and NOCE Campus Safety Officer Coordinator**

North Orange County Community College District  
**ADMINISTRATIVE PROCEDURES**  
Chapter 3  
General Institution

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## **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** ~~the Office of the Vice President of Student Services or the Office of the Vice Chancellor of Administrative Services~~ 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** ~~should also be notified~~ 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** ~~the Office of the Vice President of Student Services or the Office of the Vice Chancellor of Administrative Services~~ 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 ~~The Office of the Vice President or the Office of the Vice Chancellor of Administrative Services~~ **Campus Safety** shall determine what type of authorization is being provided to

## **AP 3415 Immigration Enforcement Activities**

support the officer's request for access in [consultation with the appropriate Vice President's Office and/or Vice Chancellor of Administrative Services](#):

- 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 of Student Services and/or the or 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 of Student Services 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 Office of the Vice President's Office of Student Services 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;

North Orange County Community College District  
**ADMINISTRATIVE PROCEDURES**  
Chapter 3  
General Institution

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## **AP 3415 Immigration Enforcement Activities**

- 8.6 Any further action taken by the immigration officer; and
- 8.7 Photo or copy of any documents presented by the agent.
- 9.0 District/campus personnel shall provide a copy of those notes, and associated documents collected from the officer, to the appropriate ~~Office of the Vice President's Office of Student Services~~ and/or the Office of the Vice Chancellor of Administrative Services.
- 10.0 In turn, the ~~Office of Student Services~~ 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 **Responding to Immigration Acts Against Students or Family Members:** 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.
- 12.0 District/campus personnel shall designate an employee staff person as a point of contact for any student, faculty member, or staff person who may or could be subject to an immigration order or inquiry.
- 13.0 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.
- 14.0 District/campus personnel 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.
- 15.0 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.
- 16.0 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.
- 17.0 The appropriate ~~Vice President of Student Services~~ and/or the Associate Vice Chancellor of Administrative Services Human Resources 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

# DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 19, 2025

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of August 25, 2025

1. AGENDA ITEM NAME

**Revised Board Policies & Administrative Procedures – Review Cycle**

- **BP 3050, Institutional Code of Ethics**
- **BP 3100, Organizational Structure**
- **AP 3100, Organizational Structure**
- **BP 3200, Accreditation**
- **BP 3280, Grants**
- **AP 3280, Grants**

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: **10 minutes**

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

**The BPs and APs were reviewed as part of the District's annual review cycle as follows:**

- **BP 3050 – Reference section update pursuant to the 2024 ACCJC Standards changes**
- **BP 3100 – No revisions**
- **AP 3100 – No revisions; updated campus org charts will be added when received.**
- **BP 3200 – Reference section update pursuant to the 2024 ACCJC Standards changes**
- **BP 3280 – No revisions**
- **AP 3280 – Update titles**

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**

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

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**BP 3050 Institutional Code of Ethics**

Reference:

**ACCJC Accreditation Standard III-A-13;**  
**WASC/ACS Criterion 2, Indicator 2.1;**  
**ACCCA Statement of Ethics**

- 1.0 The North Orange County Community College District upholds a written code of professional ethics for all of its personnel.
- 2.0 The Chancellor shall establish appropriate administrative procedures in furtherance of the District's expectation and requirement of ethical conduct by employees in carrying out their duties for the benefit of the institution and the public in compliance with all applicable laws, policies, rules, and regulations.
  - 2.1 Employees shall not have a financial interest in any contract made by the Board of Trustees.
  - 2.2 No employee of the District may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest.
  - 2.3 Any employees who manage public investments shall not accept, from any single source in any calendar year, any gifts in excess of the prevailing gift limitation specified in law.

See Board Policy 2715, Board Code of Ethics/Standards of Practice; Administrative Procedure 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

**Date of Adoption:** June 22, 2010

**Date of Last Revision:** October 22, 2019  
September 14, 2016 Chancellor's Staff

## **BP 3100 Organizational Structure**

Reference:

**Education Code Section 72400**

- 1.0 The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District.

See Administrative Procedure 3100, Organizational Structure.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** October 22, 2019



## **AP 3100 Organizational Structure**

Reference:

**Education Code Section 72400;**  
**Title 5 Section 53200**

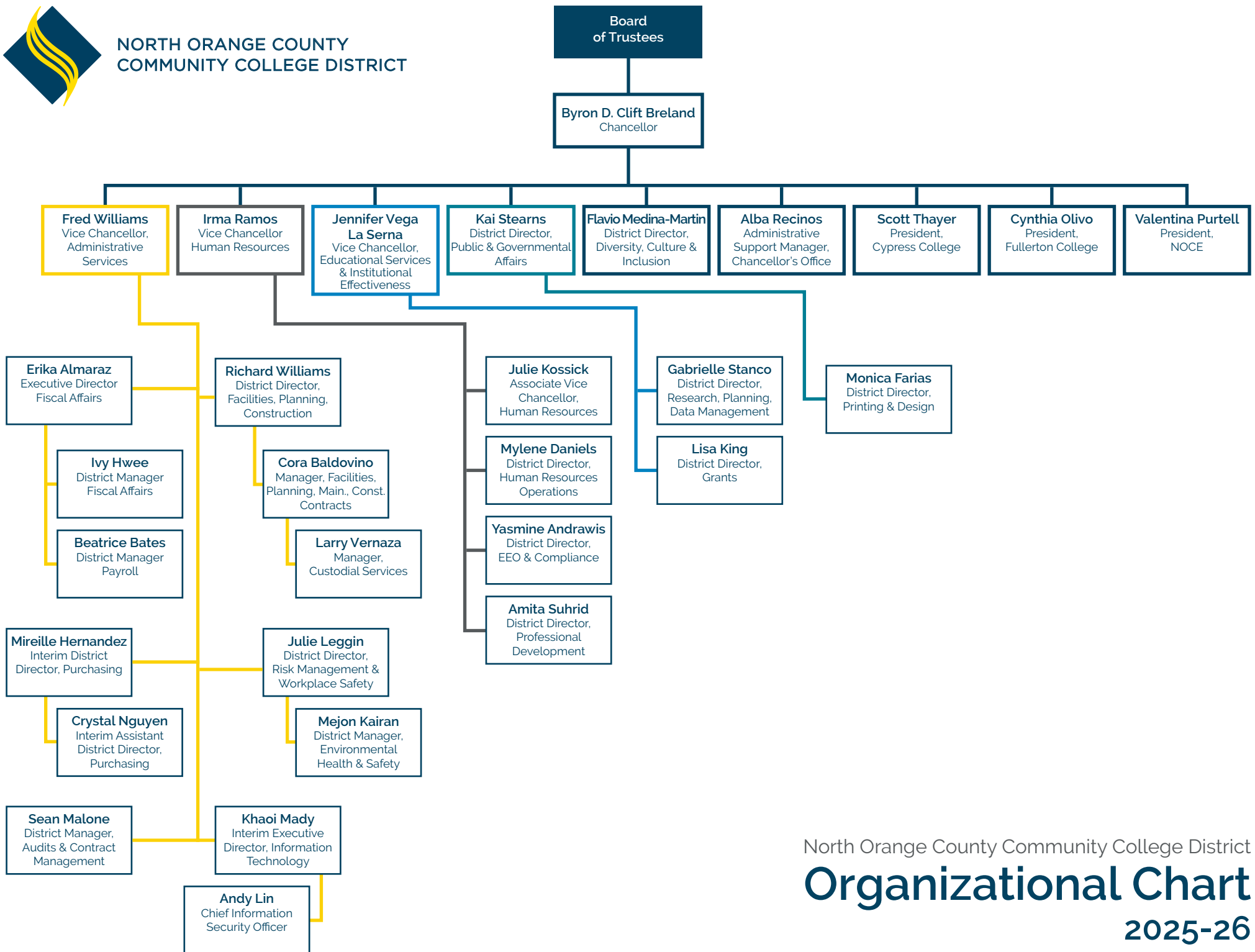
- 1.0 The District's organizational structure shall be as attached.
- 2.0 Revisions to the organizational structure of Cypress College, Fullerton College, North Orange Continuing Education, and the District shall be developed through established collegial consultation processes.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** September 23, 2019 District Consultation Council  
September 25, 2017 District Consultation Council

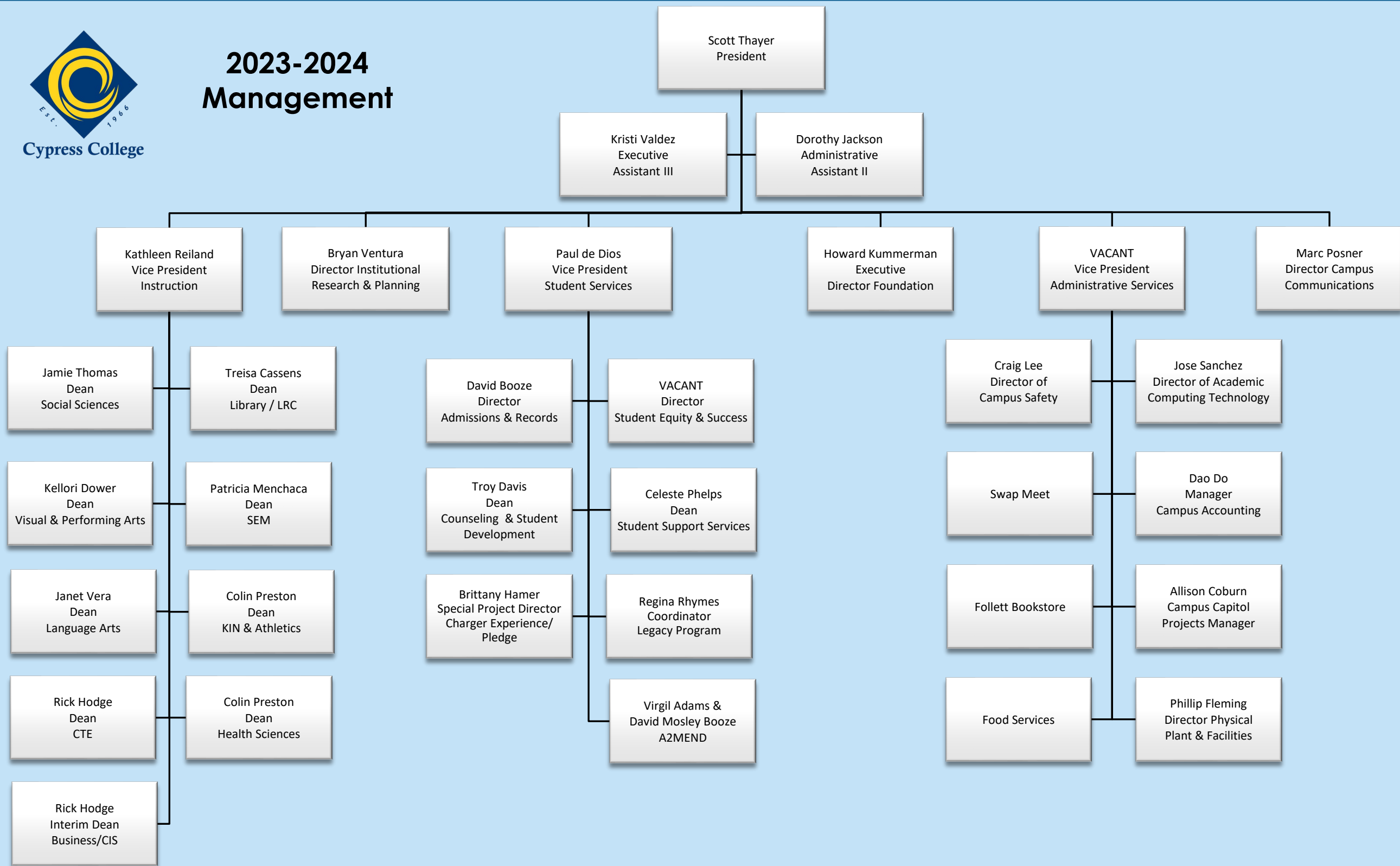


**NORTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT**





# 2023-2024 Management





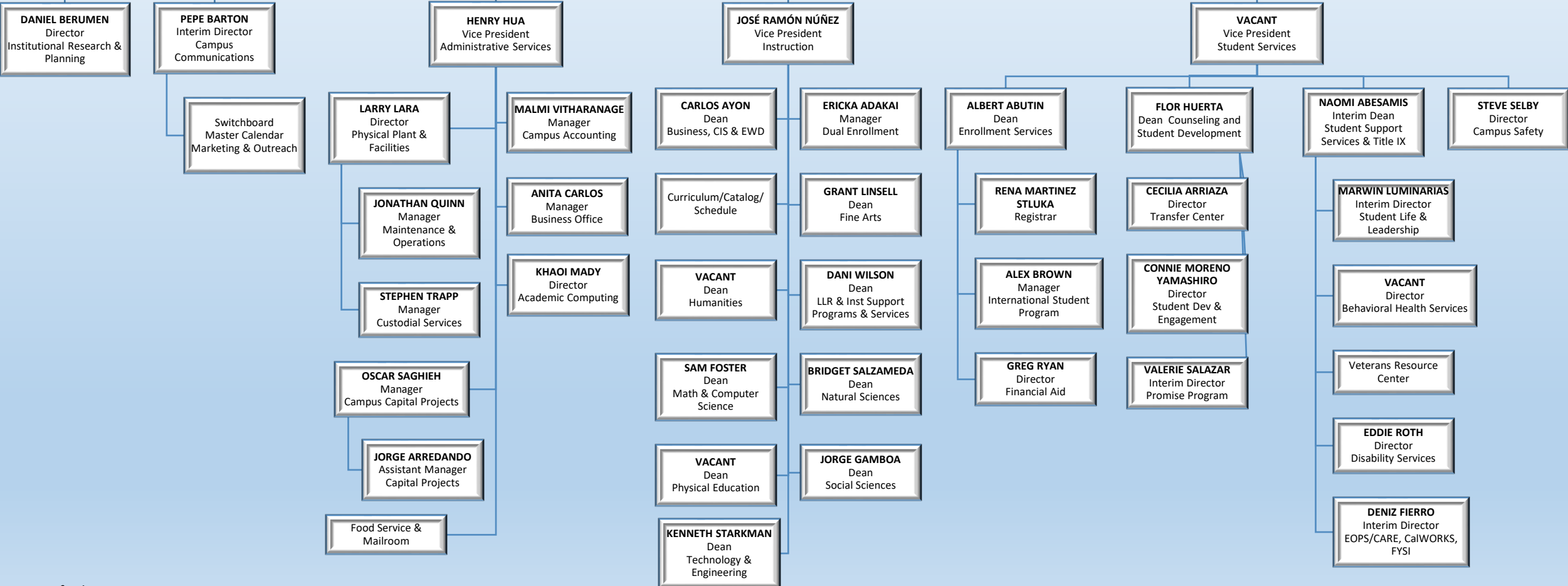
# Fullerton College

**CYNTHIA OLIVO**  
President

**JEAN FOSTER**  
Executive Assistant

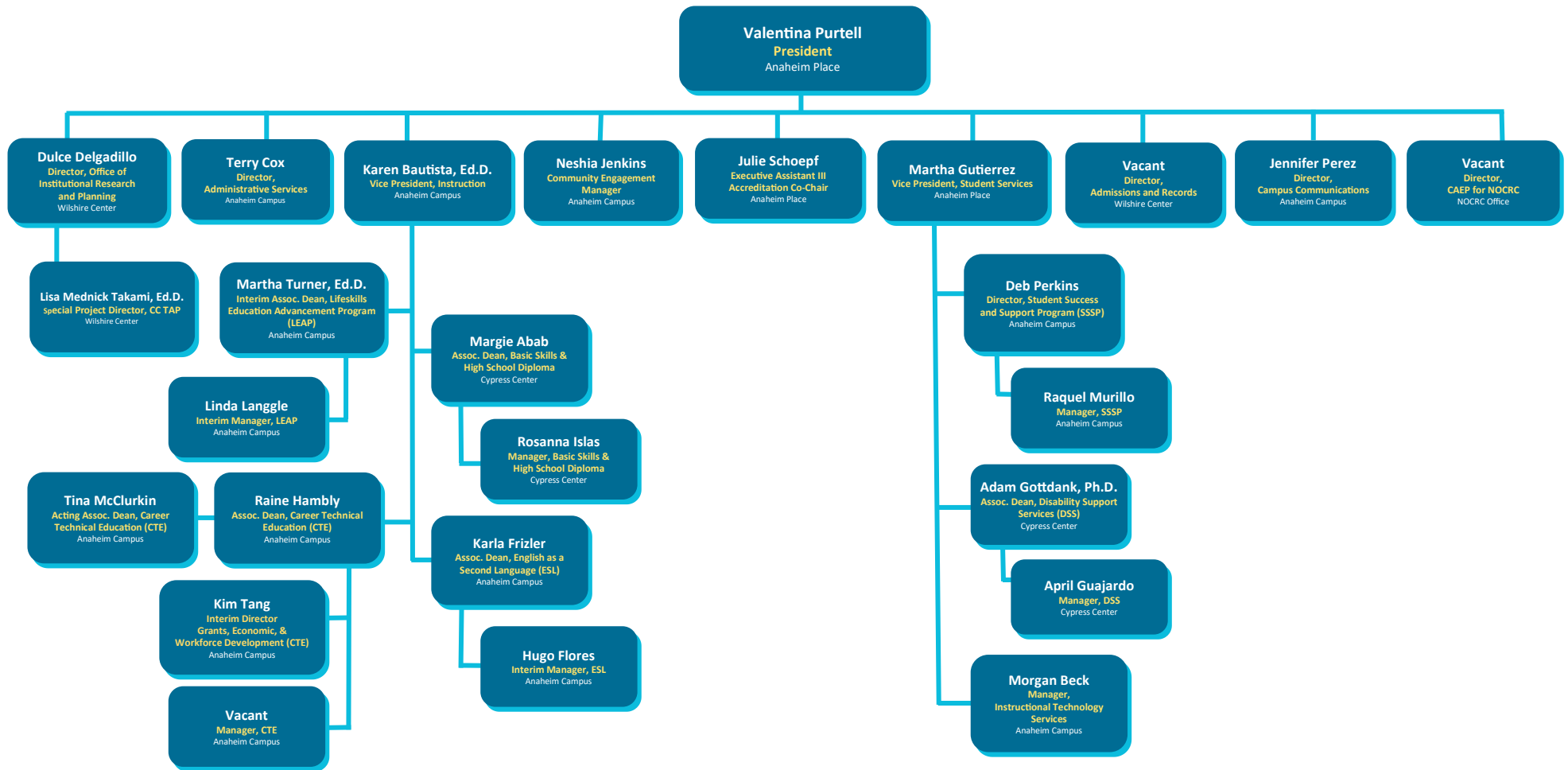
**JANETH MANJARREZ**  
Interim Exec. Dir.  
Friends of FC Foundation

**NITZYA HAMBLET**  
Admin Assistant II



# North Orange Continuing Education

## Organizational Chart



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

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## **BP 3200 Accreditation**

Reference:

**ACCJC Accreditation Eligibility Requirement 21; and  
~~Accreditation Standards LC.12 and 13;~~  
WASC/ACS Criterion 2, Indicator 2.1 and Criterion 10, Indicator 10.2  
Title 5 Section 51016**

- 1.0 The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges (ACCJC), the Accrediting Commission for Schools (ACS), and of the accrediting bodies of other District programs that seek special accreditation.
- 2.0 The Chancellor shall keep the Board of Trustees informed of approved accrediting organizations and the status of accreditations.
- 3.0 The Chancellor shall ensure that the Board of Trustees is involved in any accreditation process in which Board participation is required.
- 4.0 The Chancellor shall provide the Board of Trustees with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

See Administrative Procedure 3200, Accreditation and Board Policy 2200, Board Duties and Responsibilities.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** October 22, 2019  
October 25, 2016  
November 26, 2014 Chancellor's Staff  
May 14, 2014, Chancellor's Staff  
April 18, 2012, Chancellor's Staff

## **BP 3280 Grants**

Reference:

**Education Code Section 70902**

- 1.0 The Board of Trustees will be informed about all grants received by the District.
- 2.0 The Chancellor shall establish procedures to assure timely application and processing of grant applications and funds, and that the grants that are applied for directly support the purposes of the District.

See Administrative Procedures 3280, Grants.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** November 26, 2019

North Orange County Community College District  
**ADMINISTRATIVE PROCEDURES**  
Chapter 3  
General Institution

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## **AP 3280 Grants**

Reference:

**Education Code Section 70902**

- 1.0 Prior to applying for any grant, the Division, Program, Department, faculty, or staff member must prepare a Concept Paper describing the problem or need that the grant would address; a description of the project; the mission and goals of the project; how the grant supports the District mission; the funding source and whether it is federal, state, local, or private; the amount being requested; matching funds requirements and source; performance period; name of Project Director; name of Project Administrator; and any other relevant characteristics or requirements that may impact the decision to submit the grant application. The Concept Paper must be submitted to the President's Advisory Cabinet at Cypress College; the President's Advisory Council at Fullerton College; and to the President's Cabinet in North Orange Continuing Education.
- 2.0 Following approval by the appropriate body noted above, within one month, the grant application is to be forwarded to the Office of the Vice Chancellor, Educational Services & ~~Technology~~ **Institutional Effectiveness (or the District Director, Grants)**. Once completed, the grant application shall be submitted to the funding agency.
- 3.0 When notification of a grant award is received, the President ~~or Provost~~, or designee, shall prepare and submit to the Office of the Vice Chancellor, Educational Services & ~~Technology~~ **Institutional Effectiveness (or the District Director, Grants)**, a ~~Board~~ agenda item requesting acceptance of funding. The agenda item must include background information in support of the grant, a detailed activity budget, project management and evaluation budget, and a Board resolution establishing the grant budgets from District funding sources, as applicable.

See Board Policy 3280, Grants.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** September 28, 2020 District Consultation Council  
October 28, 2019 District Consultation Council  
September 25, 2017 District Consultation Council  
October 27, 2014 District Consultation Council