

DISTRICT CONSULTATION COUNCIL
April 27, 2025

SUMMARY

MEMBERS PRESENT: Byron D. Clift Breland, Danielle Davy (for Annalisa Webber), Steven Estrada, Brandon Floerke, Karla Frizler, Bridget Kominek, Candace Lynch, Flavio Medina-Martin, Khaoi Mady, Jaclyn Maggini, Kathleen McAlister, Cynthia Olivo, John Parker, Michelle Patrick Norng, Aaron Pilkey, Valentina Purtell, Joel Salcedo, Marlo Smith, Kai Stearns, Scott Thayer, and Jennifer Vega La Serna.

VISITORS: Erika Almaraz, Jenelle Herman, Naveen Kanal, Connie Moreno Yamashiro, Gabrielle Stanco, and Rick Williams.

ABSENT: Elaine Loayza and Irma Ramos.

CALL TO ORDER: Chancellor Byron Clift Breland called the meeting to order at 2:10 p.m. and there were no public comments.

MEETING SUMMARY

Summary: The summary of the March 23, 2026 meeting was approved as submitted. **There was consensus to approve the summary.**

STRATEGIC GOALS & PLANNING

2026-2030 Districtwide Strategic Plan: Jennifer Vega La Serna, Vice Chancellor, Educational Services and Institutional Effectiveness, and Gabrielle Stanco, District Director, Research, Planning and Data Management, presented the 2026-2030 Districtwide Strategic Plan which was developed by a districtwide workgroup (the “Design Team”) authorized by DCC. The resulting draft Strategic Plan, representing the collaborative work of stakeholders from across the District, was presented to DCC for a first read in March 2026. Concurrently, Design Team members shared the draft with their respective constituent groups to gather feedback. The revised draft Strategic Plan, incorporating constituent feedback, was presented to DCC for further discussion and included an updated timeline for the development of the 2026-2030 District-wide Strategic Plan to reflect progress made to date. Revisions made to the current draft which were based on the feedback that was received that included the following:

- Item 1.b – Included student retention.
- Item 1.b – Within the District function, added a new sentence: “The District will also evaluate District-wide, fiscally supported initiatives to assess effectiveness and inform future resource allocation.”
- Item 2.b – Added a third KPI helpful to highlight the third KPI: “Number of District systems, forms, or processes reviewed and updated to improve clarity, usability, and accessibility for employees.”

The timeline was updated to include review by the Board in May 2026. The Plan will then return to DCC in Fall 2026 and return to the Board for final review once approved by the Chancellor.

OPERATIONAL REVIEW

NOCCCD Decision Making Resource Manual – 2026 Update: Jennifer Vega La Serna, Vice Chancellor, Educational Services and Institutional Effectiveness, presented the Decision Making Resource Manual as part of the scheduled three-year review to ensure it remains current, effective, and aligned with organizational priorities and governance standards. The Manual provides an opportunity to assess whether existing decision-making frameworks continue to support timely, transparent, and accountable processes.

She requested members help identify any required updates, refinements, or clarifications in order to guide revisions to strengthen consistency and effectiveness in decision-making across the District. She also asked that the chairs of each of the committees review the Manual with their members at their next meeting.

The Decision Making Resource Manual will return to DCC for approval.

NOCCCD Integrated Planning Manual – 2025-26 Update: Jennifer Vega La Serna, Vice Chancellor, Educational Services and Institutional Effectiveness, and Gabrielle Stanco, District Director, Research, Planning and Data Management, presented a review of the NOCCCD Integrated Planning Manual as part of the three-year review requirement of planning and decision-making processes. DCC is responsible for reviewing and approving updates to the Manual to ensure it reflects current practices and supports continuous improvement. The Institutional Effectiveness Coordinating Council (IECC) completed a review and proposed updates to the Manual to align with the 2026–2030 District-wide Strategic Plan and current District planning practices. Major updates in this iteration of the Manual included:

- Updated Mission Statement and Strategic Directions to reflect the most recent Board-approved mission and the 2021–2030 Educational and Facilities Master Plan refresh.
- Updated accreditation references and approach, including removing embedded standards language in favor of coordinated crosswalks with campus accreditation teams.
- Revised District-wide Strategic Plan framework and assessment process to focus on District-wide systems, services, and leadership functions, rather than aggregating campus-level activities.
- Updated budget allocation section to reflect current practices and remove redundancies with the Budget Allocation Handbook.

The NOCCCD Integrated Planning Manual – 2025-26 Update will return to DCC for approval.

Digital Accessibility Compliance Update: Khaoi Mady, Interim Executive Director Information Technology, provided a digital accessibility compliance update. He shared that districtwide collaboration is underway to investigate the current state of digital accessibility, identify key challenges, and begin developing a strategic roadmap to achieve accessibility goals, and Distance Education, Communications, IT, and Disabled Student Services teams have been consulted to identify key challenges and develop a strategic plan with actionable goals.

The accessibility compliance deadline has been extended to April 26, 2027, and the District has affirmed its commitment to the Accessibility Capability Maturity Model (ACMM) and to engage in a partnership with the California Community Colleges Chancellor's Office Accessibility Center.

An ACMM site visit is scheduled for October 8–9, 2026, which will support evaluation and planning efforts to strengthen districtwide accessibility practices.

The District website will serve as the central repository for information and training resources, and Khaoi Mady will continue to provide updates in order for DCC to remain engaged.

NOCCCD AI Readiness Plan Update: Khaoi Mady, Interim Executive Director Information Technology, provided an update on the District's AI readiness noting that District Information Services is collaborating with campus IT teams to establish security guardrails and foundational infrastructure to support Microsoft Copilot and Google Gemini for instruction with a focus on secure and responsible adoption. The targeted timeline for a usable AI environment is expected to be ready for deployment by Fall 2026. Governance and policy development is also underway with the formation of an AI Policy Workgroup that is comprised of appointed faculty and classified staff representatives and meets weekly to develop a draft districtwide policy framework which will be presented to the District Technology Committee (DTC) for approval. The policy would not interfere with use of AI in the classroom which would still be under the purview of faculty.

In response to questions regarding expectations for AI usage by students or employees, it was noted that the policy would address both, and it was noted that employee training would need to be provided on usage and its ramifications. It was also recommended that the workgroup composition be expanded to include managers who could provide guidance.

POLICY

Revised Board Policies & Administrative Procedures – General District Revisions: The proposed revisions to the following BP and APs were recommended in order to correct/update general information. Additional revisions include minor grammar corrections in keeping with District practices.

- AP 4010, Academic Calendar
- AP 4225, Course Repetition
- BP 7220, Classified Employees
- AP 7230-2, Confidential Employees – Holidays
- AP 7240-2, Management Employees – Holidays

There was unanimous consensus to approve the revised Administrative Procedures and post them on the District website and forward the revised Board Policies to the Board for their consideration.

Revised Board Policies & Administrative Procedures – CCLC Revisions: The proposed revisions to the following BPs and APs were recommended by the CCLC Policy and Procedure Legal Updates Service. Additional revisions include minor grammar corrections in keeping with District practices.

- AP 2340, Agendas
- BP 2365, Recording
- BP 2710, Conflict of Interest
- AP 2710, Conflict of Interest
- BP 3250, Institutional Planning

- AP 3415, Immigration Enforcement Activities
- AP 4100, Graduation Requirements for Degrees and Certificates
- AP 5050, Student Success and Support Program
- BP 5400, Associated Students Organization
- AP 5400, Associated Students Organization

There was unanimous consensus to approve the revised Administrative Procedures and post them on the District website and forward the revised Board Policies to the Board for their consideration.

New APs – Inclusive Restrooms and Inclusive Locker Room Facilities: DCC received a third reading of the proposals for administrative procedures regarding inclusive restrooms and inclusive locker room facilities to codify existing campus and District commitments.

During the discussion, Jenelle Herman, Cypress College LGBTQIA2S+ Liaison, addressed questions regarding feedback from the California Community College Athletic Association (CCCAA), similar policies at other colleges and universities, access to facilities for unhoused students, transgender use, and the development of a corresponding Board Policy.

Members noted that the language in section 3.0 regarding the “mix of individual and private restrooms” seemed to reference the same thing and in the restroom AP, provided additional language for section 4.0 regarding the all-inclusive restrooms on every floor, and expressed concern with the language in section 6.0 which implies that all existing restrooms would be required to have all of the listed items including stalls with floor to ceiling doors for maximum privacy.

In response to questions regarding campus implementation of the approved APs, the Chancellor recommended bringing it to the Council on Budget and Facilities and President Olivio noted that, in general, when something is approved it is discussed at President’s Advisory Council (PAC) with the expectation that it will be operationalized by members in their areas of supervision.

The Chancellor thanked everyone for the work invested in developing the policy language and stated the draft procedures would return to the next DCC meeting for action.

Next DCC Meeting: The next DCC meeting will take place on Monday, May 18, 2026 in Room 105 at the Anaheim Campus.

ADJOURNMENT: The meeting was adjourned at 3:33 p.m.