

DISTRICT CONSULTATION COUNCIL
August 26, 2019

SUMMARY

MEMBERS PRESENT: Josh Ashenmiller, Danielle Davy, Lisa Gaetje, Craig Goralski, Manjit Grewall, Cherry Li-Bugg, Cheryl Marshall, Tina McClurkin, Dawnmarie Neate, Arturo Ocampo, Kim Orlijan, Valentina Purtell, Irma Ramos, JoAnna Schilling, Greg Schulz, Kai Stearns Moore, Jason Thibodeau, Fred Williams, and Marcus Wilson.

VISITORS: Gail Arriola-Nickell, Kedarious Colbert, Carissa Oyedele, Andrew Perez, Ty Taylor, and Mario Violich.

Chancellor Cheryl Marshall called the meeting to order at 2:00 p.m. and led a round of introductions of those present.

CONSENT CALENDAR & SUMMARY

Consent Items: The agenda contained no consent items.

Summary: The summary of the April 22, 2019, meeting was approved as submitted.

STRATEGIC GOALS & PLANNING

Educational and Facilities Master Plan: Gail Arriola-Nickell, District Project Director for the Master Plan, noted that representatives are still needed for the Educational and Facilities Master Plan (EFMP) Steering Committee that will guide the planning. The steering committee schedule will be available after the Labor Day holiday, and the committee is looking at Friday meeting dates.

Consultants from Brailsford & Dunlavey (B&D) and Moore, Ruble, and Yudell (MRY) provided a presentation to update DCC on what is taking place with the District's Educational and Facilities Master Plan (EFMP), what they intend to do, and to provide the membership an avenue to communicate their expectations and deliverables. They shared an overview of the 12-month work plan that will happen in three phases. The initial phase is scheduled from June through September and includes visioning and data gathering to better understand the District, and have engagement with faculty, students, community, and alumni. The second phase, from October through January, is the master plan development. This is the essence of the process and will include ways to improve facilities in order to further enhance the educational master plan. The documentation and approvals process is the final phase and will take place from February to May 2020. This phase will go through the District Consultation Council (DCC) first before coming to the Board.

Andrew Perez, B&D Consultant, stated that upcoming campus visits are scheduled that will include staff, students, and community representatives, and they would like to return to DCC to present findings at the November 25 meeting, and again at another time in early 2020 before finalizing their work.

Mario Violich, MRY Consultant, explained how the team will work with the campuses to present the EFMP and have engagement across the campus groups. He noted that work has already begun and the team is strategizing on how they can most effectively engage students and faculty on the different campuses. He requested feedback on how to best engage participants. Members suggested an open house forum style with refreshments; using a survey that faculty can administer to their students to get a better sampling of students using a mix of classes in order to get a variety of students; using Emma or Canvas to promote surveys; using the research offices to deliver an electronic survey; hosting a “passport event” where participants receive a stamp for visiting each station, including the survey; using signage with a QR code; hosting events to cater to both morning and evening attendees; and delivering surveys in more than one language (Spanish, Vietnamese, and Korean).

The consultants attempted to share the campus considerations for each institution, but the discussion instead focused on the disappointment with the lack of faculty and student engagement in the visioning sessions that had already taken place. The College Presidents indicated that conversations with the consultants have only just begun with no decisions being made and assured the group that faculty and student input will be included. Consultants noted that transparency is important in the development of the EFMP. Preliminary discussions have begun with key leadership and facilities staff only to see what is and is not working currently. They asked for help to clarify how to engage the District’s communities, and there is no intention to exclude, but rather the opposite. They want to ensure that the engagement is the right fit for the campuses.

The priorities for the EFMP center around four topics:

- Enrollment Management: access, recruitment, retention, and equity
- Educational Outcomes: curricular/student experience, student success, and co-curricular learning
- Community: student services, faculty and staff, community partnerships, and alumni integration
- Financial Performances: competitive edge, brand identity, asset opportunities, operational impacts, sustainability, and technology

Arturo Ocampo shared that equity, diversity, and inclusion weaves across all four of the topics and should be included in all of them and suggested that interviews be directed to specific advocacy groups to ensure varied perspectives.

Chancellor Marshall asked members to share with the consultants how they can get input from their constituencies. Dawnmarie Neate, CSEA President, suggested touching base with student services (and engaging the evening crew), while an NOCE representative noted that for NOCE the instructional side would be better. Members also suggested hosting open house events for staff as well and also roundtable discussions. Valentina Purtell, NOCE Provost, stated that NOCE has several shared governance structures, committees, and workgroups that have representatives that include varied representation and suggested that those groups would be helpful in soliciting feedback or direction on ideas. Faculty representatives suggested attending the academic/faculty senate meetings, division meetings, office hours, President’s Advisory Council (PAC), and Planning and Budget Committee (PBC). Other suggestions included utilizing the online environment and running a banner ad in Canvas for all faculty that appears on the top of the page. Craig Goralski, Cypress College Academic Senate President, suggested contacting

Associated Students for student engagement, and while the group isn't necessarily representative of the entire student body, they can assist in soliciting additional input from the rest of the student body.

Kai Stearns Moore, District Director of Public and Governmental Affairs, reminded everyone that what is discussed needs to be brainstormed and should not just be facilities related, but include the educational side as well to see how both are combined to make a whole. Dr. Schilling noted that we are trying to set a vision for the type of educational institution we want to be in the future, and how we serve our students. Kim Orlijan, Fullerton College Faculty Senate President, inquired how the larger vision that's currently being discussed fits into guided pathways and how they will intersect and interact because they can't be separate visions. Fred Williams, Vice Chancellor of Finance and Facilities, stated that on the facilities side, the District knows which construction projects already have contracts, but confirmation is needed for the construction plans that we already have in place. If there are facilities changes, now is the time to do it before contracts are awarded on those projects.

The discussion concluded with Dr. Marshall stating that DCC can have the consultants return to additional meetings if needed.

District Consultation Council 2019-20

Meeting Topics Calendar: Chancellor Marshall shared the draft of proposed topics calendar that will be reviewed again at the next meeting. She asked that members provide feedback and as the items are flushed out, the calendar will be updated and revised. The goal is to have the DCC representatives see the calendar topics and have local conversations to prepare for DCC.

Suggestions shared during the meeting included: providing additional meeting discussions for one-time funds and the resource allocation model; identifying the SCFF targets for 2020-21 and having campus conversations prior to February 2020 in preparation for the DCC discussion; have the EFMP consultants bring up sustainability in their campus discussions; and addressing free speech sooner rather than later so the revised policies can be operationalized.

Meeting Schedule: The 2019-20 DCC meeting dates schedule was provided to the group with meetings scheduled through April 2020. The December 2019 and May 2020 dates are to be determined, and the June 2020 meeting will only take place if needed.

Membership: The 2019-20 DCC membership list was also provided. Additions included Jason Thibodeau as the Cypress College Academic Senate President Elect, Josh Ashenmiller as the Fullerton College Faculty Senate Past President, and Guy Dadson as the United Faculty Representative.

Budget Update: Fred Williams provided a budget update and noted that the District is in good fiscal shape and has the largest hold harmless funding in the State (\$15 million for the next several years). He noted that while staff is still tweaking some of the numbers, the assumptions he provided are what the District's budget will be built on.

Ending Fund Balances

	2018-19	2017-18
Unrestricted	\$95,700,580	\$80,207,875
Restricted	\$6,656,941	\$6,382,804
Total	\$102,357,521	\$86,590,679

Carryover Balances

	DW	DS	CC	FC	NOCE	TOTAL
Restricted			\$1,864,050	\$3,477,345	\$1,315,546	\$6,656,941
Unrestricted	\$55,115,480	\$7,339,683	\$12,701,621	\$14,398,731	\$6,145,065	\$95,700,580
Total	\$55,115,480	\$7,339,683	\$14,565,671	\$17,876,076	\$7,460,611	\$102,357,521

Apportionment

	2018-19	2019-20
Base Allocation	\$142,771,458	\$143,193,570
Supplemental	\$36,151,622	\$37,330,188
Student Success	\$17,504,297	\$18,074,939
Hold Harmless	\$11,104,617	\$15,698,841
Total	\$207,531,994	\$214,297,538

Change in the Funding Formula

- 3-year average of supplemental and student success metric.
- Funding rates are backed into and will be increased by COLA in the future.
- Only given credit for the highest degree in any given year, counts only in the district in the year the award was granted.
- Clarifying the definition of a transfer student for the purpose of the formula – only included in a district's count if the student completes 12 or more units in the year prior to transferring.

FTES

	2018-19 P-2 Actuals	2019-20 Targets	Difference	%
Cypress	11,656.09	11,950.00	293.91	2.52%
Fullerton	16,669.89	16,874.00	174.11	1.04%
NOCE	4,804.08	5,000.00	195.92	4.08%
Total	33,160.06	33,824.00	663.94	2.00%

FTES

	2014-15 Actuals	2019-20 Targets	Difference	%
Cypress	11,166.50	11,950.00	783.50	7.02%
Fullerton	19,152.49	16,874.00	(2,278.49)	(11.90%)
NOCE	5,759.85	5,000.00	(759.85)	(13.19%)
Total	36,078.84	33,824.00	(2,254.84)	(6.25%)

One-Time Funding Allocations for 2019-20

	DW	DS	CC	FC	NOCE	TOTAL
Salaries & Benefits	\$2,532,984					\$2,532,984
Master Plan	\$1,000,000					\$1,000,000
Modo Labs	-					-
Professional Development	\$200,000		\$25,000	\$25,000	\$10,000	\$260,000
SERP	\$2,000,000					\$2,000,000
Retiree Benefits	\$2,000,000					\$2,000,000
Extended Day			\$1,500,000	\$1,500,000	\$300,000	\$3,300,000
Operating Allocation		\$400,000	\$400,000	\$500,000	\$100,000	\$1,400,000
Hunger Initiative			\$100,000	\$100,000	\$100,000	\$300,000
Campus Priorities			\$1,000,000	\$1,000,000	\$250,000	\$2,250,000
Foundations			\$150,000	\$150,000		\$300,000
Outreach			\$50,000	\$50,000	\$10,000	\$110,000
Scheduled Maintenance		\$500,000	\$1,000,000	\$1,000,000		\$2,500,000
ADA			\$500,000	\$500,000	\$125,000	\$1,125,000
Capital Projects			\$1,000,000	\$1,000,000	\$325,000	\$2,325,000
Instructional Equipment					\$100,000	\$100,000
Pathway Support		\$100,000				\$100,000
Grand Total	\$7,732,984	\$1,000,000	\$5,725,000	\$5,825,000	\$1,320,000	\$21,602,984

How did we accumulate so much Money?

- PERS/STRS dollars – \$22 million
- Stability/Hold Harmless – \$26 million
- SERP Savings – \$4.5 million

Other Budget Information

- COLA on categoricals
- Extra year of hold harmless
- Continuation of Promise Program – Second year funding

Full-Time Faculty Obligation Number (FON)

Fall 2019 FON Obligation	562.2
Filled Positions	557
Recruiting	0
Late Recruitments	<u>9</u>
Total	566

Unrestricted General Fund – As of August 22, 2019

On-going Revenue & Expenses

Revenues	\$ 211,331,924
Expenses	<u>\$ 204,279,606</u>
Difference	\$ 7,052,318

Vice Chancellor Williams noted that the difference does not include the unapproved faculty tentative agreement = \$2,7000,000

During the discussion, members asked if the revenue figures includes the hold harmless funding (no) and whether it would be better to change the P-2 numbers to the P-3 figures since they reflect better figures (yes as long as it doesn't change the targets). Mr. Williams concluded the discussion by stating that he wanted the DCC membership to see the information that will be presented to the Board on September 10.

POLICY

Revised AP 6700, Civic Center and Other Facilities Use: Chancellor Marshall introduced the proposed revisions to AP 6700, which were initiated as a result of the EIR study for Sherbeck Field that the District is currently involved in. Ideally, the proposed Sherbeck Field limitations would be incorporated into AP 6700 so that they can be included in the District responses in the EIR. DCC has the opportunity to review, provide input, and approve the document, which will be shared with trustees at tomorrow's Board meeting. Any changes received by DCC will be included in the version that is shared with the Board.

During the discussion, Greg Schulz, Fullerton College President, noted that the College's Physical Education Dean contacted faculty for feedback, and to date, faculty indicated that if the proposed revisions were adopted they could abide by the changes since they were designed to not limit instructional abilities, but those of outside parties. Members requested clarification on authorized signatures in Section 3.1, allowable exceptions to the use of alcohol in Section 3.8.1,

the time that “Friday evening” represents in Section 5.1, and the requirement of security personnel in Section 3.5. The committee also requested that all “he/she” references be changed to “they” in this policy, and all policies moving forward.

Subsequent to the discussion, there was **consensus to approve the administrative procedures and share it with the Board of Trustees for their comments.**

ADJOURNMENT: The meeting adjourned at 4:04 p.m.

NEXT MEETING: September 23, 2019