

DISTRICT CONSULTATION COUNCIL
April 26, 2021

SUMMARY

MEMBERS PRESENT: Morgan Beck, Leonor Cadena, Damon De La Cruz, Carlos Diaz, Christie Diep, Craig Goralski, Cherry Li-Bugg, Cheryl Marshall, Lisa McPheron, Arturo Ocampo, Jennifer Oo, Kim Orlijan, Jeremy Peters, Alex Porter (for JoAnna Schilling), Valentina Purtell, Irma Ramos, Lizeth Sanchez, Greg Schulz, Pamela Spence, Joseph Vasquez, Lynn Walker, and Fred Williams.

VISITORS: Maureen Borillo, Simone Brown-Thunder, Janet Cagley, Terry Cox, Danielle Davy, Fola Odebunmi, Ty Volcy, and Kashu Vyas.

Chancellor Cheryl Marshall called the Zoom teleconference meeting to order at 2:00 p.m.

CONSENT CALENDAR & SUMMARY

Consent Items: The agenda contained no consent items.

Summary: The summary of the March 22, 2021, meeting was approved as submitted.

STRATEGIC GOALS & PLANNING

Diversity, Equity, Inclusion, and Anti-racism Funding Status Update: As part of the approved \$400,000 allocation of Strategic Plan Fund dollars to support campus and District-wide Diversity, Equity, Inclusion and Anti-racism (DEIA) initiatives, DCC received the first quarterly status report on DEIA activities.

Cypress College: The Cypress College President's Advisory Council (PAC) has begun the discussion on essential topics for allocation, and agreed that the current funding is not enough to address the needs. Cypress College plans to bring District DEIA funding to the DEI committee for prioritization and to identify additional funding sources for the remaining priorities.

Fullerton College: Discussions at Fullerton College have also taken place at PAC. Most support has been for mental health counseling, and the College hired a counselor with an express interest in serving students of color. Other priorities include basic needs for students of color.

NOCE: The NOCE leadership teams are discussing ideas for DEIA funding to maximize its impact and to support institutional efforts, including working with a consultant to inform the work of a representative DEIA workgroup that is being formed, supporting the Professional Development Committee's efforts, and funding mental health assistance work.

District Services: At the direction of Chancellor Marshall, the District Services allocation of DEIA funds will be used to support activities in the Human Resources department's Office of Equity and Diversity for the anti-racism campaign and expansion of the Faculty Fellows and Future Instructor Training programs.

OPERATIONAL REVIEW

District-wide IT Governance Structure Revisions: DCC received the proposed District IT Governance Structure revisions for a second reading that included the reinstatement of constituency representatives, and clarification on the Distance Education coordinators and campus Vice Presidents on the proposed District Technology Committee (DTC) as discussed at the March 22 DCC meeting. Additional revisions included: strengthening the description of two-way communication between DTC and campus/site technology committees/groups; made clear that campus-based technology projects/initiatives can go forward without formal approval by DTC who will only review for District-wide compatibility and compliance; addressed the issue of funding District-wide technology projects/initiatives; and included a draft evaluation rubric for DTC to evaluate and prioritize new District-wide technology projects/initiatives.

Chancellor Marshall noted that the included changes were based on feedback from the last DCC meeting. She reiterated the need for a place for vetting by experts in order to properly identify what the District can handle and integration with the systems that are used on a regular basis. The following comments and questions were made during the discussion:

- Classified need more involvement in the DTC committee because they make up a large portion of IT, will be most affected, need representation like in the past, and there are more students included than classified.
- Concern about no faculty or classified on the Technology Impact Committee (TIC).
- In terms of faculty representation, would like to see one more faculty representative per campus on both committees.
- Will Student Team be handled differently? Yes, Student Team will be a working group formed and dissolved based on the topic.
- Why is it all managers on TIC? The thought process was that it would be those who are highly involved in the implementation process.
- Representation on the subcommittee by the three unions would insure that AdFac would have a voice also.
- The TIC appears to be a technology impact committee, not implementation which is very different and those impacted should be involved.
- Will the appointments by the Chancellor change based on the item since different technology can affect different areas? That will be up to the CEOs, but CEOs do rotate appointments.
- The committee meetings are open and available for everyone to attend.
- The proposed committees are not the ending committees, they are the starting committees that will report back to DCC and CBF.
- Are CSEA appointments by site or specific area based? They are site by site, but with an attempt to get representatives from the technology department.
- Concern that what has transpired in the past will occur again: packing committees with campus representatives and not viewing the issues from a district lens.
- What is the connection to the committees if each campus is responsible for their own budgets now? Because they are responsible for their own budgets, it is important to have their input.
- Clarification was requested about the process from DTC to TIC.
- Update language for TIC from meeting once a month, to as needed.

Chancellor Marshall agreed that the proposal needs further revisions to clarify the purposes and membership and it was agreed that DCC would convene for a May 24 meeting to discuss the proposal further. Dr. Marshall also noted that without approval the committees could not be implemented.

M365 & Active Directory: Service Oriented Design: DCC received a proposal to approve the M365 & Active Directory: Service Oriented Design project concept and funding of professional services in the amount of \$250,000 using one-time funds. The goal of the project is to improve the end user experience by providing a seamless collaboration and communication platform. The specific objectives of the project include: creating a simple and empowering collaboration environment for all NOCCCD faculty and staff (students will primarily be using Canvas as their communication and collaboration tool); building an efficient technical foundation that allows for operational efficiency and improved security; and retaining branding and autonomy needed by the campuses. To accomplish the project objectives, the District will need professional services for expertise, to reduce the time investment of campus IT teams, to help the District to modernize its technical infrastructure, and to guide District staff in developing guidelines and documentation that detail how the environment will be configured, managed, and supported on a long-term basis. The Technology Coordinating Council approved this project in concept and the Council on Budget and Facilities approved the use of one-time funds for professional services.

The discussion included the following points:

- COVID challenged districtwide collaboration which highlighted the need for an easier, more seamless process on the backend.
- Professional services are needed in order to assist the campuses and District Services in accomplishing the project because Microsoft requires it.
- Appreciation for the campus presentations to answer questions and quell any concerns.
- Costs associated with the project are to migrate each user; not local funding.
- The District will reach out to companies that are Microsoft approved vendors and will also ask for recommendations as part of the bid process.
- The selected vendor will be chosen by using a rubric which could include the lowest cost, but doesn't have to be.
- In response to concern regarding a previous issue with Active Directory and the changing job titles on the campus directory, it was noted that each campus has its directory that they are responsible for and others cannot make changes to it.

There was consensus to approve the M365 and Active Directory project and funding of professional services in the amount of \$250,000.

POLICY

BP 2715, Code of Ethics/Standards of Practice: DCC received BP 2715 for a fourth reading that included clarification provided by the Board Subcommittee on policy language, recommendations made during the March 22 DCC meeting, and additional language that was crafted after the meeting that is in alignment with what was discussed.

During the discussion, members discussed the following proposed revisions:

- Section 1.15: Include “be easily visible and” to read, “Such a disclaimer should be easily visible and clearly state that the opinions...” Members agreed to the change.
- Section 1.2: The addition of “use of social media” was recommended by the Fullerton College Associated Students, but the District cannot regulate activities outside of the government code or on District property due to freedom of speech.

- Section 1.7: Fullerton College Associated Students recommended keeping “ensure” instead of the proposed “Do their best to ensure” language. It was noted that this matter had been discussed before and the rationale for the change had been supported.
- Section 2.4: Fullerton College Associated Students provided that the need to identify the provisions of the Code of Ethics, laws, or standards that are being violated is too restrictive and an unreasonable expectation. Members disagreed and noted the need to cite what has been violated and that the language was open enough to be able to cite different areas.
- Section 3.1: Fullerton College Associated Students expressed the need for a specific timeline not “within a reasonable time” and DCC members agreed. Suggested language included: “within a 45-60 day window” or “within # of Board meetings not to exceed ## days.”
- Section 3.1: Fullerton College Associated Students recommended that if the trustee violations include 9+1 or 10+1 matters that additional non-trustee members should be included in the ad hoc committee that is formed. Concern was expressed about having non-trustee members on a Board subcommittee.
- Section 3.2: Christie Diep stated that additional language was needed regarding the Board not addressing the same complaint more than once. None was provided at the time.
- Section 4.1: Fullerton College Associated Students requested that any trustee apology be officially entered into the record. DCC members agreed to add apology language to Section 4.1 to satisfy that. It was agreed to add “may” to this section so that it reads, “Examples of less severe sanctions may include removal from committees, requirements for professional development, and that the trustee tender an apology at a Board meeting.”

BP 2715 will be return to the May DCC meeting for approval with the recommended changes.

AP 3410, Unlawful Discrimination: DCC received AP 3410 for a second reading that included revisions requested during the March 22 DCC meeting regarding examples of extracurricular activities, striking language related to potential future relationships, and making the notification requirement applicable to either their supervisor or Human Resources.

During the discussion, the following revisions were agreed upon:

- Section 17.1.1, First paragraph: The addition of “teaching” and coaching” to the listing, and adding a second sentence to read, “Examples of extracurricular authority include, but are not limited to, overseeing student organizations or activities, being an advisor to a student club, and responsibility over a college event or competition.”
- Section 17.1.1, Second paragraph: This proposed language will be deleted.
- Section 17.1.1, Third paragraph: The addition of “scheduling” to the listing in the third sentence and numbering this paragraph as 17.1.2.
- Section 17.1.1, Fourth paragraph: This paragraph will be numbered as 17.1.3.

There was consensus to approve revised AP 3410 and post it on the District website.

New AP 7240-7, Management Employees – Evaluation: DCC received proposed AP 7240-7 for a second reading. The revised draft included a revision to include language related to bargaining contracts in competency #11 (Functional/Technical Skills). During the discussion, Lisa McPheron noted that she shared the AP with DMA and they are in support and it was recommended by one member that the diversity committee be added to the listing of potential raters outlined in Section 1.2.1.3. **There was consensus to approve new AP 7240-7 and forward it to the Board of Trustees for adoption.**

New BP 3580, Sustainability Plan: DCC received proposed BP 3580 for a first reading. During the discussion it was noted that the campuses have had conversations centered on sustainability for some time, that all campuses/sites approved the proposed BP, and that a corresponding Administrative Procedure is also being developed. **There was consensus to approve new BP 3580 and forward it to the Board of Trustees for adoption.**

OTHER: Fred Williams, Vice Chancellor of Finance & Facilities, shared that a budget update would be provided at the May 24 DCC meeting.

ADJOURNMENT: The meeting adjourned at 3:31 p.m.