

DISTRICT CONSULTATION COUNCIL
August 22, 2022

SUMMARY

MEMBERS PRESENT: Byron D. Clift Breland, Jim Bunker, Leonor Cadena, Jennifer Combs, Damon De La Cruz, Carlos Diaz, Jean Foster, Raine Hambly, Geoff Hurst, Cherry Li-Bugg, Fola Odebunmi, Jennifer Oo, Monte Perez, Jeremy Peters, Valentina Purtell, Irma Ramos, Jeanette Rodriguez, JoAnna Schilling, Melissa Serrato, Pamela Spence, Kai Stearns, and Fred Williams.

VISITORS: Danielle Davy and Dash Johnson.

Chancellor Byron D. Clift Breland called the Zoom teleconference meeting to order at 2:02 p.m. He welcomed the group to the start of the new academic year and thanked them for attending the meeting during a busy week.

TELECONFERENCE RESOLUTION & SUMMARY

Teleconference Resolution: There was consensus to approve Resolution No. 22/23-01 to authorize remote teleconference DCC meetings for 30 days.

Summary: The summary of the May 23, 2022 meeting was approved by general consensus.

STRATEGIC GOALS & PLANNING

District Consultation Council 2022-23: Chancellor Byron D. Clift Breland led a round of introductions and led discussion related to the following:

Meeting Schedule: The 2022-23 DCC meeting dates are scheduled through May 2023. Meetings for December 2022 and June 2023 will take place only if needed.

Membership Listing:

The 2022-23 DCC membership list was reviewed. It was noted that both student representative positions from the Colleges were vacant but would soon be filled, an NOCE student representative will be included in the membership once the revisions to the Decision-Making Manual are approved, and that Jim Bunker is the new Adjunct Faculty United representative.

Budget Update – Year End Closing: Fred Williams, Vice Chancellor of Finance & Facilities, provided a brief update on the year-end closing and the 2022-23 Proposed Budget. He highlighted that the District had a deficit of approximately \$2 million, that the campuses were funded at pre-pandemic levels, and that there is \$21 million in the ending balance due to emergency conditions funding. While the State budget has been approved, trailer bill language is not available yet, but staff are finalizing budget figures and plan to share them with the Council on Budget & Facilities on September 12 and with the Board of Trustees on September 13.

2022-23 COVID-19 Emergency Conditions Allowance Application: Vice Chancellor Fred Williams provided details on the District's Emergency Conditions Allowance application, the requirements, and his recommendation to apply due to the significant impact for the District. Applications are due September 1 with Board approval by February 28, 2023.

Cherry Li-Bugg, Vice Chancellor of Educational Services & Technology, clarified the prerequisites that have to be met which include membership in the CVC-OEI consortium (currently the Colleges are home colleges and working towards becoming teaching colleges); significant data related to schedules (which the researchers are compiling); and the creation of an enrollment recovery plan (which the Colleges and NOCE have been working on).

Chancellor Byron D. Clift Breland stated that the overall plan requires Board approval, but the number one component is improving student enrollment numbers. Specifically, what the District is doing to increase enrollment and persistence, and how the District is handling scheduling and how the losses are being absorbed.

Vice Chancellor Williams provided a summary of funding projections which reflect a \$22 million benefit for the District, but noted that \$239 million will become the District's new floor and no COLA will be provided until the District exceeds that amount. Another requirement would be a change to the reserve policy from 5% to two months of operating expenses (approximately 15%). Mr. Williams recommended taking the \$22 million from the emergency conditions participation and the current \$6 million from the committed fund balance to get to the 15% requirement.

Members requested participation in the workgroup led by Dr. Li-Bugg and inquired whether the 15% reserve policy is a recommendation or requirement (a recommendation from the State Chancellor's Office, but required to qualify for the emergency conditions) and what the figure amounts to (approximately \$25 million).

Establish New District Safety Group: At the February 28, 2022 DCC meeting, members received proposed language changes to BP/AP 7600, Campus Safety Officers as part of the development of the Campus Safety Standard Operating Procedures. At that time members requested that a formal District Safety Group be formed to discuss current practices and develop recommendations related to campus safety. Vice Chancellor Fred Williams led the discussion on the formation of a new District Safety Group noting that the scope of the original group has since broadened, and more work needs to be done that necessitates designated individuals and asked the various constituent groups to provide representatives to form the group.

Members voiced the need for classified and faculty representatives on the committee, concern with training and use of weapons, and concerns about an increased police presence on campus.

This item will return to the next DCC meeting for further discussion.

Districtwide Distance Education Taskforce: Vice Chancellor Cherry Li-Bugg reintroduced the review and discussion on the proposed formation of a District-wide Distance Education Taskforce to substantially review and update the District and campus distance education policies and practices to assure quality, consistency, and alignment across the District. The Taskforce would be formed at the beginning of the Fall 2022 term with work concluded by the end of the term. Dr. Li-Bugg clarified that classified participation has been added at the request of DCC, support for a faculty co-chair, the need to appoint representatives to begin the work, and that it is not an implementation team, but rather a policy-level group.

Members asked for and received assurances that the Taskforce recommendations will through the Distance Education Advisory Committees and the Academic/Faculty Senates at all three sites for input and inclusion in decision-making. Members also thanked Dr. Li-Bugg for leading the efforts to ensure consistency.

OPERATIONAL REVIEW

NOCCCD Decision-Making Resource Manual: Vice Chancellor Cherry Li-Bugg presented a first reading of proposed updates to the NOCCCD Decision-Making Resource Manual. The revisions include updates to District-wide IT governance structure that were approved by DCC during the Spring 2021 term. Dr. Li-Bugg shared that during the last accreditation cycle the District had a recommendation related to integrated planning and as a result codified practices in several documents. The Decision-Making Resource Manual is the primary document, and it spells out shared governance. The second document is the Integrated Planning Manual and is also due for an update which the researchers are working on and will come to DCC in the fall as well. The third document is the Budget Allocation Handbook, and it was updated when the Resource Allocation Model was updated.

Vice Chancellor Li-Bugg asked that all constituency groups take the proposed revisions back to their membership for review in order to have DCC approve the updates during the Fall 2022 term in order to meet the accreditation requirement.

During the discussion members requested the creation of a Decision-Making Resource Manual group in Teams to consolidate responses (yes, it will be created) and asked when feedback was needed by (November in order to have a second reading and adoption by mid-fall term).

ADJOURNMENT: The meeting adjourned at 3:57 p.m.