

**DISTRICT CONSULTATION COUNCIL**  
**September 26, 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, Monte Perez, Jeremy Peters, Valentina Purtell, Irma Ramos, Jeanette Rodriguez, JoAnna Schilling, Melissa Serrato, Pamela Spence, Kai Stearns, and Fred Williams.

**VISITORS:** Simone Brown Thunder and Danielle Davy.

Chancellor Byron D. Clift Breland called the Zoom teleconference meeting to order at 2:00 p.m.

**TELECONFERENCE RESOLUTION & SUMMARY**

**Teleconference Resolution:** There was consensus to approve Resolution No. 22/23-02 to authorize remote teleconference DCC meetings for 30 days.

**Summary:** The summary of the August 22, 2022 meeting was approved as amended by general consensus.

**STRATEGIC GOALS & PLANNING**

**2022-23 Budget Presentation:** Fred Williams, Vice Chancellor of Finance & Facilities, shared the 2022-23 Proposed Budget and Financial Report presentation that was made to the Board on September 13 which included the following highlights:

**Tentative Budget to Proposed Budget Comparison**

	<u>Tentative</u> <u>2022-23</u>	<u>Proposed</u> <u>2022-23</u>	<u>Unaudited Actuals</u> <u>2021-22</u>
Beginning Fund Balance	\$ 133,998,917	\$ 133,812,405	\$ 391,700,000
Ending Fund Balance	\$ 118,493,186	\$ 100,203,507	\$ 413,200,000

**Community College System Budget**

- COLA 6.56%
- SCFF provided with additional rate increases
- Extended & modified Hold Harmless
- Other Programs: 13 New Programs and 31 Augmented Programs
- \$17.9 million for Deferred Maintenance and Instructional Equipment for NOCCCD
- \$19.2 million in COVID-19 Block Grants for NOCCCD
- Compendium – August 25, 2022

**Community College Capital Outlay**

- Cypress College Fine Arts Renovation: \$19.38 million
- Anaheim Campus Tower First Floor Life/Safety Renovation: \$10.46 million
- Fullerton College Business 300 Renovation: \$14.06 million
- Fullerton College Music/Drama Complex Buildings and 1300 Replacement: \$40.49 million

## Overall Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Revenues	\$ 268,800,000	\$ 112,900,000	\$ 391,700,000
Expenditures	\$ 287,100,000	\$ 126,100,000	\$ 413,200,000
Other Sources	\$ (7,700,000)	\$ (4,400,000)	\$ (12,100,000)
Net	<u>\$ (26,000,000)</u>	<u>\$ (7,600,000)</u>	<u>\$ (33,600,000)</u>

## Resource Allocation Model

Earned Revenues	\$ 217,400,000
Hold Harmless Amount	\$ 239,930,000
Emergency Conditions	\$ 250,840,000

## Ending Fund Balances – Carryover

Non-spendable	\$ 200,000
Restricted	\$ 10,300,000
Committed Funds	\$ 6,300,000
Assigned By Campus Action	\$ 49,700,00
Assigned One Time Funds	\$ 19,000,000
Assigned By Districtwide Committee	\$ 400,000
Board Policy Contingency	\$ 14,900,000
Unallocated Districtwide	\$ 27,500,000
Unallocated Budget Centers	<u>\$ 5,500,000</u>
Total	<u>\$ 133,800,000</u>

## FTES Trend

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23*
FTES	34,595.54	33,268.05	33,337.45	31,842.56	26,071.85	26,071.85

\*Targets

## Economy

- Legislative Analyst's Office warning for 2025-26
- Warning signs based on tax collections, inflation rates, interest rates, and stock market trends

During the discussion, Vice Chancellor Williams responded to the following inquires:

- Whether management salaries fall into the academic salaries budget line item. (Only academic managers.)
- What rate growth is needed to get to the 2018-19 numbers? (27.6%)
- If we were to assume that hold harmless were to go away by 2024, what percentage do we need to be at (5% growth each year would get us out by 2029);
- Hold harmless is not going away but becomes our new floor in 2024-25 and stays there until we increase enrollment? (Yes, but it will not include COLA.)
- What is the District planning regarding the vaccine requirement that is impacting student enrollment? (There is a Board agenda item on the September 27 meeting agenda).

- Are State allocations based on our previous enrollment or on what we're producing now, or on hold harmless? (It depends on the allocation – they don't all use the same formula.)
- When we talk about going back to previous enrollment numbers it is definitely aspirational, but unrealistic due to the (non-pandemic related) decline in K-12 enrollment, the decline in FTES due to AB 705, and efforts to reduce the number of units that students are taking.
- We must seize the opportunity to serve other students and reimagine ourselves as different institutions. We cannot sit back passively waiting for students to return.
- We need to focus on recruiting programs that drive students to the campuses (like CTE programs) and move forward in that direction.

Vice Chancellor Williams stated that at some point the District needs to start recognizing that we have more money going out than we have coming in. Luckily, there is some time to deal with personnel by right-sizing through attrition and increasing enrollments.

**Establish New District Safety Group:** At the August 22 DCC meeting, members discussed the establishment of a new District Safety Group and were asked to discuss the group's formation, membership, and responsibilities with their constituencies. Vice Chancellor Williams revisited the formation of the workgroup and its composition.

During the discussion, members noted that campus shared governance committees already exist to address campus safety at Cypress College and the Anaheim Campus, and the Fullerton College committee was disbanded, but needs to be reconstituted; expressed a desire to see a call for interest go out outlining the committee's parameters to solicit participation; clarification on the difference between the proposed group and the former workgroup; participation from a member of the RJEC; and concern with it being a work conditions issue and the need to appoint CSEA membership.

Kai Stearns, District Director of Public & Governmental Affairs, clarified that the goal of the workgroup is to tie together the issues around safety and needs participants who are familiar with campus safety and emergency planning, and is not intended to supplant what the campuses are trying to do. She noted that the membership currently includes herself, Fred Williams, and the Campus Safety Directors, and while it shouldn't be a large, unmanageable group she supported participation from faculty, CSEA, and students.

Vice Chancellor Fred Williams reiterated that he introduced the item at the August DCC meeting with the intention that members would share the information with their constituencies and provide the names of participants at this meeting. He stated that the guidelines that are being shared with Campus Safety aren't very clear and it is important that the District have policies in place that are being followed. He suggested a Human Resources representative on the committee due to the revisions of BP/AP 7600, Campus Safety Officers.

This item will return for further direction at a later date.

## **OPERATIONAL REVIEW**

**KnowBe4 User Security Training:** Geoff Hurst, District Director, Enterprise IT Applications Support & Development, led a short presentation detailing the implementation of KnowBe4 user security training. The user security awareness program will be implemented district-wide and will include cyber security training and phishing simulations for employees.

**Portal (myGateway) Replacement:** The District's student and employee portal, myGateway, is based on the Ellucian Luminis platform which was deprecated by Ellucian three years ago, and with the deprecation of Flash, the platform has become increasingly difficult to maintain. Several solutions were researched by District Information Services for the last three years and Pathify was determined to be the best solution after review by the Technology Implementation Committee and the District Technology Committee.

Pathify will initially be deployed as a "like for like" change and all current myGateway features and functionality will be duplicated. The branding of myGateway, including all URL's and links will remain unchanged. The technical implementation will begin in October/November 2022 and the transition to Pathify as the new engine for myGateway is expected by July 2023.

During the discussion, members inquired about the difficulty for users to navigate Pathify; the selection and vetting of the new portal platform; whether it will help with the system crashes that are typically experienced during peak user periods; and which other community colleges are using Pathify.

## **POLICY**

**Revised AP 7120-4, Management Employee Hiring:** DCC received a third reading of the proposed revisions to AP 7120-4, Management Employee Hiring which incorporated revisions based on the feedback received at the May 23 DCC meeting that were shared by Simone Brown Thunder, District Manager of Human Resources.

During the discussion, members shared the following:

- Section 4.2.5: If adjunct faculty are unable to participate, United Faculty would like to appoint that seat as well and concerns with adjunct faculty not being paid to participate and the seat being lost. (A seat was added for full-time faculty to allow an adjunct faculty representative on the committee and part-time faculty will be compensated.)
- Section 3.0: Concern that the language does not align with higher education and gives Human Resources too much control over how the committee can be arranged. (It is allowed by Title 5 and has been past practice that is now being codified.)
- Section 4.3.5: The past practice at Fullerton College has been to have the division department select all the faculty representatives and proposed that the four faculty representatives continue to be selected in that fashion with United Faculty providing a nominee for the academic/faculty senate to consider. (Vice Chancellor Ramos asked Jeremy Peters as the United Faculty representative to respond to the request and he stated that it did not matter either way.)
- Section 4.2.1.1: Why is the EEO representative a non-voting member for management hiring but not for classified? Why don't you make it the chair here as well? (This point needs to be reviewed and updated for all employee groups.) The former District Director of Diversity & Compliance recommended making them voting members. (We elected to make them non-voting and that is the direction we want to pursue for all committees.)
- Section 5.5.1: Concerns with the use of the word "may" in this section. (It was added in order to accommodate students and to be more inclusive.) Should students vote if they can't participate? (The State Chancellor's Office recommendations on student participation were cited in response.) The use of "may" is problematic because the language suggests that all committee members may not have to do these things. (Consider noting exceptions.)

- Section 3.6: Whether AP-7120-4 applies to temporary project managers and a request that HR look into revising AP 7120-9 for alignment with shared governance practices in this AP.

Members thanked the Human Resources team for their work on this AP because the vast majority of the revisions will be helpful and praised the excellent work to incorporate DEIA in District hiring practices. Members also inquired about the hiring of administrator positions including the hiring of consultants and acting managers. That practice needs to be defined because it does not currently appear in District policies or the Education Code, and needs to go through a vetting process that is open to internal and external candidates.

This item will return to the next DCC meeting and a draft will be posted to Teams for commentary.

## **OTHER**

**Pilot Hybrid Remote Workgroup:** Chancellor Byron D. Clift Breland stated that the District has been working with the remote schedules for the last two semesters and will move in that direction again in the Spring. While survey data and feedback has been received on the topic, he will be forming a workgroup—not a participatory governance group—to get feedback from across the District with representatives from the campuses and District Services. His desire is to have a recommendation by the end of the Fall semester to discuss via shared governance during the Spring semester with working conditions and negotiated items to follow those discussions. His expectation is that the recommendations will be used for a defined period of time, and will then be revisited after that set period to make any necessary adjustments.

During the discussion members requested that instructional and counseling faculty be part of the discussion and inquired whether the District would continue with the two remote workdays per week schedule through the Spring semester (yes).

**Revisiting the District Vaccine Mandate Board Agenda Item:** Dr. Clift Breland shared that the September 27 Board meeting agenda includes an item to revisit the District COVID-19 vaccine mandate which is set to expire on December 31, 2022 with the goal of providing the District enough time to plan for either the extension or elimination of the mandate. He noted that infection rates have gone down; Orange County has good vaccination rates; that the vaccinated and boosted are still contracting COVID; that many districts across the State are relaxing their mandates; and that currently two of four districts in Orange County have mandates and the others plans to relax theirs in the Spring.

Jennifer Combs, Fullerton College Faculty Senate President, stated that there has been no opportunity for conversation via the shared governance process since January. Dr. Clift Breland clarified that the Board agenda item was initiated by a trustee, not by the administration.

**ADJOURNMENT:** The meeting adjourned at 4:27 p.m.