

DISTRICT CONSULTATION COUNCIL
October 24, 2022

SUMMARY

MEMBERS PRESENT: Byron D. Clift Breland, Jim Bunker, Jennifer Combs, Damon De La Cruz, Carlos Diaz, Jean Foster, Raine Hambly, Cherry Li-Bugg, Kathleen McAlister, 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: Simone Brown Thunder and Danielle Davy.

Chancellor Byron D. Clift Breland called the Zoom teleconference meeting to order at 2:01 p.m. and led a round of introductions of those present.

SUMMARY: The summary of the September 26, 2022 meeting was approved as amended.

POLICY

Revised AP 7120-4, Management Employee Hiring: DCC received a fourth reading of the proposed revisions to AP 7120-4, Management Employee Hiring which incorporated revisions based on the feedback received at the September 26 DCC meeting that was shared by Simone Brown Thunder, District Manager of Human Resources.

During the discussion, members shared the following:

- **Section 3.0:** Disagreement on the use of language related to Title 5 and the role of Human Resources ensuring diversity on the search committee. Some members felt that ensuring diversity should be a role of the committee and suggested incorporating “consider selecting” to have a collaborative effort, some expressed difficulty right-sizing committees in the past after they have already been formed, and others felt that it could be helpful to have someone outside the committee responsible for diversity to eliminate pressure and potential litigation. Members appeared to support the addition of a definition based on Title 5 to make this section stronger. There was also support for the addition of language regarding the need for consultation with the Chancellor or District Director of Diversity & Compliance when there is a request to add or replace a committee member. However, concern was also expressed that the Chancellor or Director could alter the committee membership and that the language should reflect collaboration not a dictatorship. Human Resources representatives stated they would further revise the language based on the suggestions that were received.
- **Section 4.3.4:** Disagreement about whether the academic senates should have four seats on the committee (an increase from the original three seats that includes the previous seat designated for United Faculty based on discussions at the September DCC meeting). United Faculty opposed the change because they would not have a designated seat, but Adjunct Faculty United would. Fullerton College Faculty Senate representatives expressed concern about radically changing a past practice for Dean positions and the unintended consequences.
- **Section 5.1.1:** This section needs clarifying language to differentiate between the required portions of the search process like training and to note that committee replacements must be from the same representative group.

- Section 5.1.4.4: Members suggested the need for clearer language in this section.
- Sections 8.8.3 and 8.8.4: Members questioned removing the practice of coming back to the committee after reference checks to discuss the finalists, noting that in some instances the number of finalists has been altered. Human Resources clarified that reconvening the committee after selecting the finalists is not a best practice, concerning from a liability perspective due to the confidential nature of reference checks, and not in line with the role of the committee as a recommending body whose role is complete after identifying finalists.
- Section 8.8.7: Members requested clarification on why the 8-month mark is used for going to the original applicant pool for additional finalists.
- Section 8.5.3: Change “their” to “the” to read, “...using the established evaluative criteria.”

AP 7120-4 will return to the next DCC meeting.

Revised BP 6250, Budget Management: DCC received a first reading of the proposed revisions to BP 6250, Budget Management. Fred Williams, Vice Chancellor of Finance & Facilities, shared that beginning in 2022-23, a formal application is required for districts to participate in the emergency condition allowance which allows pre-pandemic FTES funding. One of the application requirements is that the District adopt a board policy aligning reserve balances to recommendations included in the Government Finance Officials Association Budgeting Best Practices by February 28, 2023. To comply, the District must adopt a formal policy to maintain sufficient unrestricted reserves with a suggested minimum of two months of total general fund operating expenditures. Vice Chancellor Williams reported that the District was recently notified that the emergency conditions application was approved by the State Chancellor’s Office.

Simulations comparing the emergency condition allowance FTES versus actual FTES show a difference of \$10.9 million for both 2022-23 and 2023-24. District staff recommend that the additional \$21.8 million revenue from the election of emergency conditions for both years plus the current \$6.34 million in the Committed Fund Balance be used to meet the requirement.

The substantive proposed changes to BP 6250, Budget Management are to ensure compliance with the emergency condition allowances and were approved by the Council on Budget and Facilities on October 10, 2022.

During the discussion, members asked which balance the reserve figure was calculated from, the impact on the hold harmless calculation, whether there is an enrollment engagement number, and the percentage increase of the new reserve threshold.

BP 6250 will return to a future meeting after members have shared the proposed changes with their constituency groups.

STRATEGIC GOALS & PLANNING

Pilot Hybrid Remote Workgroup: Chancellor Byron D. Clift Breland provided an update on the formation of the pilot hybrid remote workgroup and reported that requests for participants from the campuses and District Services had been made. The goal is that the 20–30-person workgroup will flesh out both creative and practical ideas—that keep serving students at the forefront—by bringing them to a broader districtwide group. The workgroup will meet 2-3 times to develop recommendations that will later be presented to constituent groups to see if they are practical, and then vetted by the participatory governance before being presented to DCC during

the Spring 2023 semester. Many factors will be reviewed to determine how the pilot policy is working and will include data points, department needs, student needs, and student services functions.

Members inquired how members on the workgroup would be identified and what the campus selection process would look like. Dr. Clift Breland noted that the workgroup formation was currently being discussed and expressed a desire to have participants who have already been engaged in the campus discussions.

ADJOURNMENT: The meeting adjourned at 3:42 p.m.