

**DISTRICT CONSULTATION COUNCIL**  
**August 28, 2023**

**SUMMARY**

**MEMBERS PRESENT:** Yasmine Andrawis, Byron D. Clift Breland, Jennifer Carey, Karla Frizzler, Jennifer Combs, Christie Diep, Jean Foster, Geoff Hurst, Cherry Li-Bugg, Kathleen McAlister, Cynthia Olivo, Jennifer Oo, Jeremy Peters, Valentina Purtell, Irma Ramos, Alba Recinos, Jeanette Rodriguez, JoAnna Schilling, Pamela Spence, Kai Stearns, and Fred Williams.

**VISITORS:** Danielle Davy and Leslie Tsubaki.

Chancellor Byron D. Clift Breland called the meeting to order at 2:03 p.m. and led a round of introductions.

**MEETING SUMMARY**

**Summary:** The summary of the May 22, 2023 meeting was approved as submitted.

**STRATEGIC GOALS & PLANNING**

**District Consultation Council 2023-24:** Chancellor Byron D. Clift Breland led discussion related to the following:

Meeting Schedule: The 2023-24 DCC meeting dates are scheduled through May 2024. Meetings for December 2023 and June 2024 will take place only if needed. Dr. Breland reminded the group that the May meeting will be held on May 20 due to the Memorial Day holiday.

Membership Listing:

The 2023-24 DCC membership list was reviewed. It was noted that all three student representative positions from the campuses were vacant and needed to be filled. The group inquired about payment for students, and it was confirmed that they are compensated at a rate of \$16/hour.

**Budget Update – Year End Closing:** Fred Williams, Vice Chancellor, Finance & Facilities, provided a brief update on year-end closing and the 2023-24 Proposed Budget, and shared a copy of the draft Analysis of Ending Fund Balance as of June 30, 2023. He highlighted that the District has a structural deficit, that the beginning general fund balance increased by \$10 million since last year, and that the Board Policy Reserve Contingency increased from 5% to two months of operating expenses using PERS/STRS funds and the increase in Emergency Conditions funding. The team will present the Proposed Budget, including several scenarios that address the structural deficit, at the September 11 Council on Budget & Facilities and the September 12 Board of Trustees meeting.

During the discussion, Mr. Williams clarified the following:

- The higher restricted fund balance for parking at Fullerton College is due to a budget transfer done at Cypress College.

- Resuming parking charges and implementing electric vehicle charging station fees in the future could help efforts to address the structural deficit.
- The State took back allocations for Deferred Maintenance & Instructional Equipment and Student Retention Funds.
- The biggest change to the budget was the 8.22% COLA increase.
- Local revenue bonds are being requested to cover student housing funding that will no longer be covered by the State.
- The State Chancellors Office will be providing an additional two years of funding for LBTQIA2+ efforts which will be represented in the next update to the compendium.

**One-Time Funding Request Update: Follett Equitable Access:** At its May 23 meeting, DCC approved \$5,000,000 in one-time funding for the textbook assistance program with Chancellor's Staff determining how the split should be allocated. During the summer, campus administration continued discussions at their respective campuses with Cypress College approving the Follett Equitable Access Program and Fullerton College and NOCE proposing alternatives.

- Cypress College: The original program was estimated at \$19 per unit/hour with the participation of all three campuses. Without Fullerton College and NOCE participation, the unit/hour rate increased to \$21 per unit with a \$2.5 million cost.
- Fullerton College: The College developed a proposal which recommended an Open Educational Resources (OER) incentive program, along with textbooks on reserve in the library, and a textbook voucher program. The overall cost was \$2.4 million.
- NOCE: A proposal for one-time funds in the amount of \$100,000 was received for a CTE Textbook program and OER support.

The three proposals were discussed at Chancellor's Staff with Chancellor Cliff Breland approving the \$5 million allocations for inclusion in the District's 2023-24 Proposed Budget. The information was presented to DCC to conclude the one-time funding proposal discussion.

During the discussion, Valentina Purtell, NOCE President, explained that the Follett proposal of \$155/term per student is not sustainable considering the small number of students using textbooks. Cynthia Olivo, Fullerton College President, shared more details about the Textbook Voucher and Textbook on Reserve Programs for students. JoAnna Schilling, Cypress College President, provided clarification that the \$100 cost is only for students that opt-in for the Pilot Book Program.

Members shared that United Faculty has filed a demand to bargain over OER funds prior to moving forward with stipends, as the Cypress College Senate did not have an opportunity to review changes made to the incentive program. It was requested that Fullerton College not send information regarding OER funds to faculty until it has been negotiated across the District.

Chancellor Cliff Breland explained that OER stipends should be consistent across the District, and Vice Chancellor Williams confirmed that the funds have been allocated but not spent.

## **POLICY**

**Revised AP 3434, Responding to Harassment Based on Sex Under Title IX (Interim Procedures):** DCC received a copy of revised AP 3434, Responding to Harassment Based on

Sex Under Title IX (Interim Procedures) which was revised to reflect updated contact information for the new District Title IX Coordinator.

**Revised AP 7240-3, Management Employees – Vacation Plan:** DCC received a first reading of AP 7240-3. Management Employees – Vacation Plan which was revised to comply with CalPERS requirements in order to disallow management employees from converting vacation leave balances to sick leave. Under revised AP 7240-3, once a manager reaches 44 vacation days, they will no longer accrue vacation hours and will not be allowed to convert those excess hours to sick leave.

During the discussion, Vice Chancellor Irma Ramos explained the current procedure, clarified that the policy applies to CalPERS and CalSTRS members, and urged managers to use their vacation days. Chancellor Clift Breland stated that the new revision should encourage managers to build support networks within their respective departments to ensure that a designated stand-in is available.

**There was consensus to approve AP 7240-3 and post it to the District website.**

**New BP 3830, Flying of National, State, and Commemorative Flags:** DCC received a first reading of BP 3830, Flying of National, State, and Commemorative Flags for review and discussion. The District does not currently have a policy governing the flying of commemorative flags. Recent events have demonstrated an interest on the part of campus communities in flying flags for certain observances, and the proposed policy was developed and discussed by the Board in response.

During the discussion, Chancellor Clift Breland provided background information about the request for BP 3830, which arose when a motion to adopt a neutrality resolution failed at the July 25 Board of Trustees meeting. The new, proposed BP 3830 was then shared at the August 22 meeting, where consensus was reached to vet it through the shared governance process. Dr. Clift Breland requested that members share BP 3830 with their respective constituent groups, and note feedback and changes requested that will be shared at a future DCC meeting.

During the discussion, members stated the following:

- The AP should be discussed and created concurrently with the BP.
- The BP should spell out all flags that are approved.
- The Board did not violate any common practice by creating the policy.
- In an effort to be as inclusive as possible, the BP should be discussed while keeping the District's core values and mission in mind.
- Additional student participation can be provided using surveys from the campus research offices.
- The campus presidents will share information with student groups so that all timelines are consistent.

Kai Stearns, District Director of Public and Governmental Affairs, agreed to take the lead to form a subcommittee that will work on the BP and AP once provided with information and recommended direction from constituents.

This item will return to a future DCC meeting.

## **OTHER**

Kathleen McAlister, Cypress College Academic Senate President, inquired about the next steps for the revision of BP 4021, *Educational Program Discontinuance*. It was determined that a workgroup may need to be created and tasked with reviewing/revising policy and that more information would be provided at the September 26 DCC meeting.

Cherry Li-Bugg, Vice Chancellor of Educational Services and Technology, encouraged members to share information about the inaugural *Online Teaching and Learning (OTL) Best Practices Competition* taking place on October 18 at the Anaheim Campus.

**ADJOURNMENT:** The meeting adjourned at 3:38 p.m.