

DISTRICT CONSULTATION COUNCIL
May 23, 2016

SUMMARY

MEMBERS PRESENT: Brenda Carpio, Dana Clahane, Cathy Dunne, Richard Fee, Sam Foster, Adam Gottdank, Jolena Grande, Tina Johannsen, Sharon Kelly, Cherry Li-Bugg, Deborah Ludford, Rod Lusch, Arturo Ocampo, Valentina Purtell, Irma Ramos, Greg Schulz, Bryan Seiling, Bob Simpson, Pete Snyder, Kai Stearns Moore, and Fred Williams.

SUMMARY: The summary of the April 25, 2016, meeting was approved as submitted.

PLANNING ITEMS

Budget Update: Fred Williams, Interim Chancellor, provided information related to the District's 2016-17 Tentative Budget Assumptions and the 2016-17 May Revision to the Governor's budget which included the following:

2016-17 State Budget: The Governor's Proposed 2016-17 Budget included: 1) 0.0% Cost of Living Adjustment (decreased from 0.47% in January); 2) \$75 million base allocation adjustment to mitigate the escalating increases to STRS and PERS in future years; 3) \$114.7 million for access based on 2% system-wide growth; 4) \$105.5 million for Mandated Claims meant to address one-time costs; 5) \$184.6 million for Scheduled Maintenance/Instructional Equipment; 6) \$49.3 million for Proposition 39 Energy projects; 7) \$30 million for Basic Skills; and 8) \$200 million to fund Workforce Development.

Full-Time Equivalent Students (FTES): The tentative 2016-17 FTES for the District was established at 36,533.29 which reflects a decrease of 0.41% (151.85 FTES) from the 2015-16 target. The FTES targets by campus include:

Cypress College:	11,776.8
Fullerton College:	19,356.47
SCE:	5,400.00

Growth Allocation: The tentative 2016-17 Growth Allocation by campus include:

Cypress College:	1.0%
Fullerton College:	2.0%
SCE:	(10.71%)

Major Revenue Assumptions: The \$182,270,114 base is comprised of Basic Allocation and FTES funding of \$178,276,101, which includes access funding of approximately \$1.9 million and a STRS/PERS contribution of roughly \$2 million. Also included is an unrestricted lottery of \$5 million and non-resident tuition of \$1 million.

Unrestricted General Fund On-going Revenue: The Unrestricted General Fund On-going Revenue is comprised of:

Apportionment	\$182,270,114
Lottery	\$5,057,192
PT Faculty Comp.	\$950,724
Mandated Block Grant	\$1,011,438
Non-Resident Tuition	\$1,000,000
Other	\$832,132
Total	<u>\$191,121,600</u>

Unrestricted General Fund On-going Expenditures: The Unrestricted General Fund On-going Expenditures are comprised of:

Personnel	\$135,546,859
Retiree Benefits	\$5,444,229
Extended Day	\$26,142,794
Operating Allocation	\$10,778,348
District-wide	6,531,970
Insurance	\$1,015,000
Sabbatical	\$300,000
Related Activity	\$350,000
Other (Memberships)	\$6,000
Cont. to Retiree Benefit Fund	<u>\$2,011,438</u>
Total	<u>\$188,126,638</u>

Unrestricted Ongoing General Fund Excess Revenues over Expenditures: The breakdown of revenues over expenditures is as follows:

Revenues	\$191,121,600
Expenditures	<u>\$188,126,638</u>
Ongoing Surplus/(Deficit)	<u>\$2,994,962</u>

District-wide Expenses: The list of District-wide Expenses for 2016-17 includes the following:

Recruiting Budget	\$40,000
Fingerprinting	\$25,000
Sabbatical Bond Reimbursements	\$3,000
District-wide Memberships	\$130,000
Child Care Contribution	\$250,000
Audit Expenses	\$75,000
Information & Emergency Comm. System	\$45,000
Sewer Expenses	\$95,000
Additional Attorney Expenses	\$350,000
Waste Disposal	\$160,000
Election Expense	\$200,000
Hospitality	\$100,000
Ride Share	\$120,000
Utility Expense	\$3,800,000
Cc Cogen Maintenance	\$450,000
Student Insurance	\$223,970
Part-time Faculty Insurance	\$120,000

Employee Assistance Program	\$30,000
Student Success	\$100,000
Interest	\$40,000
EEO Plan Implementation	\$25,000
Life Insurance	<u>\$150,000</u>
Total	<u>\$6,531,970</u>

Strategic Plan Fund Proposal: District-wide Universal Design Initiative: Cherry Li-Bugg, Vice Chancellor of Educational Services and Technology, presented a second reading of the Universal Design Development Project proposal for Strategic Plan funding consideration. The proposal, submitted by Adam Gottdank, includes the participation of 25 faculty members per campus in a voluntary professional development project to explore the concept of universal design and its impact on student learning, instruction, and use of instructional space at a total cost of \$339,031. At a previous meeting, concerns were raised regarding measureable outcomes, compensation, implementation, current interest, and the lack of official support from the academic senates.

Dr. Gottdank reported that in follow-up conversations he received feedback that he would use to develop a plan and repackage the proposal before moving forward. The project would ideally be rolled out in spring 2017, and therefore will return for DCC's consideration in fall 2016.

Draft Report of the Mid-term Educational Master Plan Review and Update: Dr. Li-Bugg also presented a draft report of the Mid-term Educational Master Plan Review and Update for review and discussion. She noted the contributions by Cambridge West, a District consultant, to address the deficiencies in the 2011 Comprehensive Master Plan, identify potential demand for educational programs throughout the District, conduct an FTES trend analysis, and also identify facilities needs through 2030. In the ensuing discussion, it was noted that the report and data further validate the direction in which the District and Colleges are moving and serve as the basis for starting the 2018 Master Plan. Interim Chancellor also expressed his gratitude to Dr. Li-Bugg for her work on the Mid-Term Educational Master Plan Review and Update.

Institutional Effectiveness Partnership Initiative (IEPI) Reporting: The DCC received the District's Institutional Effectiveness Partnership Initiative (IEPI) Goals for 2016-17, as an information item for review, as mandated by the State. The IEPI framework of indicators for year one included 18 metrics in four categories which measure the on-going of the community college's operational environment in: 1) student performance and outcomes; 2) accreditation status; 3) fiscal health; and 4) compliance with state and federal guidelines. As a condition of Student Success and Support Program (SSSP) funds, colleges were required to develop, adopt, and post a framework of indicators that address, at a minimum, those four categories. For year two, the metrics increased from 18 to 22, and the number of metrics colleges/districts were required to adopt increased to eight.

Vice Chancellor Li-Bugg reported that at its March 14, 2016 meeting, the Council on Budget and Facilities unanimously adopted the District-wide goals for year 2. She also noted that Fullerton College and Cypress College took different approaches regarding completion rates. Noting no objections, it was determined that the District's goals would be posted to the State Chancellor's Office IEPI portal prior to the June 15, 2016 deadline.

College and Career Access Pathways Partnership Agreement Template: The DCC also received a draft template of the NOCCCD College and Career Access Pathway (CCAP) Partnership Agreement as an information item. The agreement is a result of AB288 legislation which establishes the CCAP Act to authorize California Community College districts to enter into formal partnership agreements with local school districts to expand access to concurrent enrollment opportunities exclusively for high school students. The District agreement template has been reviewed for accuracy and workability by the Vice Chancellor of Educational Services and Technology, and shared with Chancellor's Staff, Vice Presidents Council, the Student Team, and Banner Steering Committee. Dr. Li-Bugg stated that all future partnership agreements will require adoption by the governing Boards of both participating districts at a public, regularly scheduled meeting prior to implementation.

POLICY ITEMS

Chapter 2: Board of Trustees:

Revised AP2710, Conflict of Interest: AP2710 was presented for a second reading with changes throughout the administrative procedure and the "Reference" section which were made at the request of the California Fair Political Practices Commission (FPPC), and additional changes to Section 7.4.1.2 to reflect SCE, its Provost, and its Deans of Instructional and Student Services. **There was consensus to approve revised AP2710 and it will be posted on the District's website.**

Chapter 4: Academic Affairs:

Revised BP/AP4250, Probation, Dismissal, and Readmission: BP/AP4250 were presented for a first reading. BP4250 was revised by the School of Continuing Education to include non-credit program students by creating section 2.0, and was originally presented to DCC in fall 2015. At the October 2015 meeting it was pulled to allow for review by the Student Team, and returned to DCC with further revisions to exclude the summer term from probation calculations. AP4250 was last revised by the DCC at its August 2015 meeting where revisions to include non-credit program students were approved. It returned for consideration with revisions to: exclude the summer term from probation calculations; deletion of the role of the Fullerton College Vice President of Student Services in the appeal process; and change from "progress probation" to "program probation" for noncredit program students.

There was consensus to conditionally approve revised BP/AP4250 pending rationale for excluding the summer term from the "two consecutive semester" probation calculations. Subsequent to the meeting it was communicated to the DCC that inclusion of the semester session is not legally required, and that it has been past practice to exclude it due to the following reasons: 1) summer students tend to not be the Colleges' regular students and inclusion of the summer term disadvantages those who attempt a more condensed curriculum; 2) summer is not part of regular curriculum, but rather more for reverse transfers and one-time students; and 3) summer courses are not usually included in program sequences. As a result, **BP4250 will be forwarded to the Board of Trustees for consideration, and AP4250 will be posted on the District's website.**

Chapter 5: Student Services:

Revised AP5050, ~~Matriculation~~ Student Success and Support Program: Revised AP5050 was updated to reflect updated Accreditation Standards, change the title to match BP5050, and new sections 2.3, 2.4, 2.6, and 3.3.7. It was originally presented to the DCC in fall 2015, but was

pulled at the October 2015 meeting to allow for review by the Student Team. It returned for consideration, and **there was consensus to approve revised AP5050 and it will be posted on the District's website.**

OTHER ITEMS

Teaching Assistant Proposal: Dana Clahane, United Faculty Vice President, introduced a teaching assistant proposal where faculty members would receive a teaching assistant per class in exchange for agreeing to accept an additional 3-5 students in that course. The goal of the proposal would be to generate extra apportionment revenue from the additional students, which would be pay for the teaching assistant's salary and the remainder being applied directly to faculty salaries. Dr. Clahane suggested that service learning assistants, former students, and graduate interns could all be utilized to form a pool of teaching assistants.

Support was voiced for the concept in general, especially how it could possibly assist in student success efforts, generate revenue, and potentially lend itself to assist with goals related to the District's Equal Employment Opportunity Plan. However, strong concern was expressed related to collective bargaining violation implications due to Classified instructional assistant positions that serve in the same capacity as the proposed teaching assistants. While Mr. Williams welcomed ideas to help the District raise salaries, he emphasized that would occur without violating any rules or collective bargaining agreements. Interim Chancellor Williams directed Irma Ramos, Vice Chancellor of Human Resources, to research the practice of using teaching assistants at other districts.

June 27 DCC Meeting: It was agreed to cancel the June 27, 2016 meeting; the next meeting of the DCC will take place August 2016.

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