

DISTRICT CONSULTATION COUNCIL
May 22, 2017

SUMMARY

MEMBERS PRESENT: Josh Ashenmiller, Victoria Deemer, Cathy Dunne, Adam Gottdank, Jolena Grande, Manjit Grewall, Tina Johannsen, Sharon Kelly, Deborah Ludford, Cherry Li-Bugg, Rod Lusch, Cheryl Marshall, Arturo Ocampo, Valentina Purtell, Irma Ramos, Greg Schulz, Bryan Seiling, Pete Snyder, Kai Stearns Moore, and Olivia Veloz.

VISITORS: Ashraf Demian

Chancellor Cheryl Marshall called the meeting to order at 2:06 p.m.

CONSENT CALENDAR & SUMMARY

Consent Items: The agenda contained no consent calendar items for approval.

Summary: The summary of the April 24, 2017, meeting was approved as submitted.

STRATEGIC GOALS & PLANNING

Promise Program Status: Vice Chancellor Cherry Li-Bugg shared that the official unveiling for the Anaheim Pledge – which includes the District, the Anaheim Union High School District, the city of Anaheim, Cal State Fullerton, and UC Irvine – is slated for a Wednesday in September 2017. Chancellor Marshall noted that a Fullerton partnership is not as far along, but hopes that something similar can be developed that would include Fullerton College, Cal State Fullerton, and the Fullerton Joint Union High School District.

Districtwide Enrollment Management Advisory Committee: Dr. Marshall reported that Schedule Planning and Management System (SPMS) Version 2 training took place at the last Districtwide Enrollment Management Advisory Committee (DEMAC) meeting. Currently five-year trend information is available, and staff are working on dashboards and the possibility of hosting data boot camps in the fall. Anyone requiring access to the SPMS system can contact Vice Chancellor Li-Bugg.

Subcommittee Report: Technology Coordinating Council: Deborah Ludford, District Director of Information Services, reported that since its last DCC report, the Technology Coordinating Council (TCC) has met twice and has focused its efforts on the myGateway rollout scheduled for early July and the design phase of the Network Refresh project.

IEPI Institutional Innovation and Effectiveness Plan: The Institutional Effectiveness Partnership Initiative (IEPI) of the State Chancellor's Office is a collaborative effort to help colleges and districts improve their fiscal and operational effectiveness and promote student success, while reducing accreditation sanctions and audit findings. In addition to developing and implementing a framework of indicators for reporting purposes, IEPI also offers technical assistance and specialized training. The technical assistance program provides a Partnership Resource Team (PRT) of external peers with expertise in the area of focus to assist the

college/district with the specific area. The program also has funding available for the college/district to implement recommendations by the PRT.

The District requested technical assistance in the areas of enrollment management and integrated planning, and the PRT visits occurred on April 26 and May 15. During the May 15 meeting, the PRT discussed the Menu of Options with District representatives and those discussions resulted in the draft action plan presented to DCC.

During the meeting Chancellor Marshall distributed a revised draft action plan which included comments by Matthew Lee, IEPI Consultant. Following a brief discussion, Dr. Marshall noted that the plan would be reviewed by Chancellor’s Staff before submitting the District’s application and request for IEPI Resources.

Budget Update: Dr. Marshall provided the following information regarding the District budget:

Impact of Governor’s May Revise

Base Increase of \$160 million		
Fill PERS/STRS Shortfall	\$	3,060,707.00
Apply to Budget Deficit	\$	1,739,293.00 \$ 4,800,000
PERS/STRS Contingency		
2023-24 Cumulative Cost Increase	\$	14,513,568.00
Previously Reported Base Increase	\$	<u>(11,452,861.00)</u>
Difference/Shortfall	\$	3,060,707.00
Previous Deficit – April 6, 2017	\$	(5,762,669.00)
Excess Funding from Base Increase	\$	<u>1,739,293.00</u>
New Reduction Target	\$	(4,023,376.00)
COLA Increase (from 1.48% to 1.56%)		\$ 135,000

Shift of Summer FTES

Chancellor Marshall introduced the “borrowing from Summer” concept where the District could shift 2,400 FTES from the summer term in order to gain growth funding. She noted:

- The potential to bring in between \$15-18 million of one-time funding over the 2016-17 and 2017-18 years.
- The shifting of the District’s stability year from 2016-17 to 2017-18.
- It would give the District the 2017-18 year to develop a fiscal plan to come out of stability in 2018-19 and prepare to cover the \$4 million on-going deficit.
- No required change in operations, only in reporting of FTES.
- The decision to shift FTES needs to be made by the July 15 reporting deadline.
- She would still want a plan from Chancellor’s Staff for cuts.

In the ensuing discussion, members expressed concern about the District being in a worse scenario after the shift, the need to not spend the growth dollars, the unrealistic expectation that the District would resolve the budget deficit in one year, adhering to practices that are applied across all groups (ex. a soft hiring freeze), and the implementation of budget cuts. Dr. Marshall concluded the discussion encouraging everyone to contact her with any suggestions, questions, or concerns.

Utility Expenses Recommendation from CBF: At its May 8, 2017 meeting the Council on Budget and Facilities (CBF) approved a recommendation to move utility and related expenses (gas, electricity and Co-gen maintenance) out of districtwide expenses and back to both colleges beginning in the 2017-18 budget. The move would include approximately \$3.5 million and would be based on prior year expenditures for those categories. The recommendation also included a one-time allocation to allow Cypress College to fill their Thermal Energy Storage Tank.

DCC discussed the recommendation received from CBF, and while there was strong support from some members to move the expenses back (particularly to reward Cypress College's efforts to create utility-related savings), other members expressed concern over unintended consequences that the move would create and the perceived rush to implement the move while a potential new budget model is being discussed. Subsequent to the discussion Dr. Marshall stated that she would take the input received and discuss the matter in Chancellor's Staff before making a decision.

POLICY

Chapter 7, Human Resources

New BP7160, Professional Development: BP7160 was created by CCLC to address the professional development needs for employees. A draft of BP7160 was originally presented to DCC in the fall of 2015, but the consensus among the group was that additional language be incorporated. BP7160 returned to DCC for consideration with added language that was developed by the Chancellor's Staff and the District Professional Development Committee. During the discussion it was recommended that "within the resources available" be added to Section 1.0. **This item will return in August as additional time was requested for review.**

New BP/AP7700, Whistleblower Protection: BP/AP7700 are legally advised by CCLC to address the reporting and investigation of improper governmental activities by District employees, and the protection from retaliation of those who make those reports. Prior to implementing a District fraud hotline, both BP/AP7700 must be adopted. **This item will return in August as additional time was requested for review.**

Administrative Guide

Appendix to Section 3000 (Procedures for Filing Title IX Grievances): The Appendix to Section 3000 of the District's Administrative Guide entitled, "Procedures for Filing Title IX Grievances" is no longer necessary since the process is now addressed in District Administrative Procedures, and Title IX complaint procedures are covered in AP3410, Unlawful Discrimination, and AP3540, District Sexual Assaults and Other Sexual Misconduct. Furthermore, the Appendix to Section 3000 is outdated and does not comply with current Title IX requirements. **There was consensus to deactivate the Appendix to Section 3000 (Procedures for Filing Title IX Grievances) and remove it from the District website.**

OTHER ITEMS

Evaluation of DCC: Chancellor Marshall asked members to complete and submit the DCC self-evaluation survey. She also expressed her gratitude to everyone for their participation, the good dialogue that took place, and all that the committee accomplished throughout the year.

ADJOURNMENT: The meeting adjourned at 3:47 p.m.