DISTRICT PLANNING COUNCIL/CHANCELLOR'S CABINET
January 23, 2012

SUMMARY

MEMBERS PRESENT: Mike Acierno, Santanu Bandopadhyay, Lisa Campbell for Toni DuBois, Karen Cant, Dale Craig, Claudette Dain, Ned Doffoney, Maria Duque, Pat Ganer, Terry Giugni, Martha Gutierrez, Jeff Horsley, Mike Kasler, Deborah Ludford, Rod Lusch, Patty Lujan, Candace Lynch Thompson, Michael Perez, Ken Robinson, Fred Rocha, Bob Simpson, Kai Stearns Moore, Beth Stokes, Chris Terry, Rajen Vurdien, Fred Williams, Marcus Wilson, and Gary Zager.

VISITOR: Rod Garcia.

SUMMARY: The summary of the December 12, 2011, meeting was accepted as submitted.

Chancellor Doffoney acknowledged Chris Terry and Mike Kasler's retirement announcements, effective June 30, 2012. He commended both for their contributions to the District.

PLANNING ITEMS:

Accreditation: Deborah Ludford, District Accreditation Coordinator, led a review of the three Accreditation recommendations, the proposed 2012 Integrated Planning Manual, the proposed 2012 Decision Making Resource Manual: Structure, Function, and Alignments; and the proposed 2012 Budget Allocation Handbook, which were all developed in response to the Accreditation recommendations.

Ms. Ludford pointed out the principles used in the development of the documents were: 1) the focus on the District Strategic Directions and 2) campus autonomy in how they approach the District Strategic Directions stating that the link between the District-wide Strategic Plan and the colleges/SCE's strategic plans is the District Strategic Directions. The campus and district strategic plans have different emphases/populations. The District-wide Strategic Plan will be composed of those things we choose to do across the district together.

Committee names were developed by the workgroup by selecting "council" to be associated with governance-based groups except for the District Curriculum Coordinating Committee, whose name may be changed in the future but is not being changed because it is contained in board policy. For organizational and operational groups other names are used.

AACJC needs to see the District's Continuous Quality Improvement through the use of a cycle of review and assessment and use of that assessment to improve on a regular basis - this component has been added to the three documents. Some legal citations have been included in some documents and once put online a hyperlink will be added to the documents which will link to the current version of those items cited.

A lengthy discussion ensued with faculty expressing concerns regarding numerous issues. Marcus Wilson reported that the Fullerton College Faculty Senate is unanimously opposed to the Integrated Planning Manual and the Decision Making Manual because its (Faculty Senate's) concerns -- as developed and submitted by Sean Chamberlin -- had not been
addressed in the final drafts of the manuals. The six areas of concern include: 1) opposition to the proposed reorganization – preference is to stay with current DPC format and add the three institutional researchers as members; 2) that the college presidents/provost alternate chairing DPC; 3) agendize planning reports from each college to give an update on their planning efforts; 4) that DPC form ad-hoc committees to address special tasks – there is no need to create standing committees such as the proposed coordinating councils; 5) that DPC establish a website where agendas, minutes, and other materials/information are available to college constituents; and 6) that DPC meet alternately on the college campuses and invite constituents to the meetings. In addition, he noted the lack of budget allocation options for DPC’s consideration.

Dale Craig stated that the United Faculty Board will discuss this at its February 8 meeting, along with his personal concerns – primarily with the Budget Allocation Handbook and the lack of an allocation process. He noted that the difference between the Integrated Planning Manual and the Budget Allocation Handbook is that the Budget Allocation Handbook describes what the current practice is and the Integrated Planning Manual includes an assessment process to review and revise the budget allocation model as necessary. He added that there is a lack of clarity as to what formula-driven allocations are. He stated that a DPC Budget Subcommittee would be a better committee and he recommended that additional decision diamonds be added to the Budget flowchart in the Budget Allocation Handbook to show the link between the allocations. It was agreed that additional decision points would be identified and added to the allocation flowchart in the Budget Allocation Handbook.

During the discussion, it was clarified that the Budget book will show the link between expenditures and the District Strategic Directions, as well as provide an accounting of the Strategic Plan Fund. The budget model deals with a pot of dollars from the State and DPC considers allocations. Vice Chancellor Fred Williams stated he wants to develop a focused workgroup to provide input for budget development/allocations and facilities issues. The Budget Allocation Handbook includes an annual evaluation component, which will help to make improvements in subsequent years.

Bob Simpson stated that the District is looking at a fundamental shift in how it does business -- DPC considers all budget issues and depends upon those bringing issues to also bring options. The workgroups will be established with membership of individuals with expertise in various areas. The budget workgroup would bring various options to the District Consultation Council. The District will not address the Accreditation recommendations if it continues as it has, however, the changes being proposed would address the recommendations.

Rod Lusch recommended, and DPC agreed to the recommendation, to change the title from Budget and Facilities Coordinating Council to Council on Budget & Facilities.

Marcus Wilson stated that DPC’s function should be improved instead of creating a Council on Budget & Facilities. He added that improvement would come by adding the Institutional Researchers to the membership, alternate DPC chairperson among the college presidents and the provost, and by establishing ad hoc committees. He also stated opposition to the establishment of the Instructional Coordinating Council and the Student Services Coordinating Council – as this is interpreted as taking the decisions from the campus and places it at the District level.
It was clarified that these two councils would be activated only if necessary and would provide a forum for handling issues. Representatives on these two councils would represent their respective areas—not themselves. The District Consultation Council would identify an issue and activate either of the two councils. Representatives with the necessary expertise would be asked to participate on the council and develop a recommendation to the District Consultation Council. Michael Perez recommended adding "...after it's been vetted at the campus" on page 17 in the Decision Making Manual.

In concluding discussion on this item, Chancellor Doffoney stated discussion on this item will continue at the next meeting.

**Mobile Computing Guidelines:** Deborah Ludford presented proposed Mobile Computing Guidelines for a second reading. There was consensus to implement the Mobile Computing Guidelines.

**Budget Update:** Vice Chancellor Fred Williams provided a State budget update, which includes a projected deficit of $9.2 million. Highlights of the presentation included a review of the Governor’s January Budget; the Governor’s proposed tax plan, including automatic “triggers”; the best case scenario for community colleges; a recap of the District’s 2011-12 budget, budget deficit reserve, 2012-13 Structural Deficit Budget; and a look at the District’s 2012-13 Budget plan. The best case scenario budget for community colleges is primarily flat with no COLA, no enrollment growth funding, no student fee increase beyond the $46 already enacted; no categorical restoration, and $218.3 million provided to buy back a portion of the total system deferral of $961 million. If the Governor’s November 2012 tax initiative is not approved by the voters that will mean an automatic $5.4 billion in “trigger” cuts, which includes $26 million mid-year cuts to community colleges—an $8 million reduction specifically for NOCCCD—cancellation of the $218.3 million deferral buy-back, and elimination of a Mandate Block Grant Incentive Program.

In looking ahead at the 2012-13 District’s budget, Mr. Williams identified the following ongoing expenses as not budgeted: scheduled maintenance contribution, self-insurance contribution, retiree benefits, and the full-time faculty positions short of the District’s obligation for a total of $11,221,000.

Mr. Williams identified the District’s 2011-12 total expected deficit as ($9,573,810), which would leave a deficit reserve balance as of June 30, 2012, of $9,426,190. The best case scenario would be a 2012-13 structural deficit of $21,294,810; and if the tax initiative fails, a worst case scenario would be a structural deficit of $29,294,810. If the District postpones ongoing expenses, and incorporates an extended day cut, the 2012-13 best case scenario becomes a deficit of ($6,673,810) and the worst case scenario becomes a deficit of ($14,673,810). With this in mind, the District’s deficit reserve in a best case scenario as of July 1, 2013, becomes $2,753,190 and the worst case scenario becomes ($5,246,810).

**POLICY ITEMS:**

**Chapter 7, Human Resources, BP7100 Commitment to Equal Employment Opportunity and Diversity:** Chancellor Doffoney presented for a first reading proposed BP7100, Commitment to Equal Employment Opportunity and Diversity. Proposed BP7100 was initially presented to Chancellor’s Cabinet during the 2007 fall semester as Commitment to Equal Opportunity and consensus was reached at the September 7, 2007, meeting. However,
proposed BP7100 was pulled for further consideration with BP3410, Nondiscrimination, and BP3430, Unlawful Discrimination. At its meeting of January 18, 2012, Chancellor’s Staff considered a revision to the title as now presented. There was consensus to forward BP7100 to Board of Trustees for adoption.

**Revised AP3410, Nondiscrimination:** Chancellor Doffoney presented for a first reading proposed, revised AP3410, Nondiscrimination. The revision includes the addition of section 12.0, which requires a non-discrimination statement on college catalogs and class schedules. There was consensus to post revised AP3410 on the District’s web site.

**OTHER ITEM:**

**Administrative Procedure 2510, Participation in Local Decision Making:** Rod Lusch expressed a concern with verbiage in AP2510, sections 1.2.1 through 1.2.4. He recommended that these sections be changed from "...shall recommend an appointment..." to "shall appoint." This change would then also be reflected in the Decision Making Manual. Revised AP2510 will be presented to Chancellor’s Cabinet at its meeting of February 13.

**ADJOURNMENT:** The meeting was adjourned at 4:23 p.m.