District Consultation Council Meeting

August 26, 2024
2:00 p.m.
Anaheim Campus – Chancellor's Conference Room (9ᵗʰ Floor)

Videoconferencing participation available from the Cypress College President's Conference Room and the Fullerton College President's Conference Room B

AGENDA

MEETING SUMMARY
1.   May 20, 2024 Summary   **Action**

STRATEGIC GOALS & PLANNING
1.   District Consultation Council 2024-25   **Discussion**
  - Meeting Schedule
  - Membership Listing

2.   Budget Update   **Discussion**

3.   Network Refresh 2.0 Funding   **Action**

OPERATIONAL REVIEW
1.

POLICY
1.   Revised AP 3510, Workplace Violence   **Action**

2.   Revised AP 6100, Delegation of Authority, Business, and Fiscal Affairs   **Discussion**

3.   Revised AP 6520, Security for District Property   **Action**

4.   Revised AP 7230-10, Confidential Employees – Salary Provisions and   **Action**
     AP 7240-10, Management Employees – Salary Provisions

5.   Revised BP/AP 7600, Campus Safety Officers   **Discussion**

OTHER ITEMS
1.

DISTRICT CONSULTATION COUNCIL
May 20, 2024

SUMMARY

MEMBERS PRESENT: Byron D. Clift Breland, Jennifer Carey, Jennifer Combs, Christie Diep, Jean Foster, Karla Frizler (for Treisa Cassens), Geoff Hurst, Cherry Li-Bugg, Kathleen McAlister, Flavio Medina-Martin, Jeremy Peters, Valentina Purtell, Irma Ramos, Jeanette Rodriguez, Marlo Smith (for Naveen Kanal), Pamela Spence, Kai Stearns, and Scott Thayer.

Cynthia Olivo and Fred Williams attended remotely and did not participate in voting.

VISITORS: Alexander Brown, Matt Coleman, Tyler Deacy, Jackie Eckhardt, Danielle Davy, Minsoo Kim, Patti Mason, Gabrielle Stanco, and Rick Williams.

Chancellor Byron D. Clift Breland called the meeting to order at 2:03 p.m.

MEETING SUMMARY

Summary: The summary of the April 25, 2024 meeting was approved as submitted.

STRATEGIC GOALS & PLANNING

One time Funding Request: DCC consider the following one-time funding requests:

Success Advocate Pilot Program Request: At the March 21, 2024 DCC meeting, the Success Advocate Pilot program was presented for a first reading with the intent to hire success advocates to assist with student enrollment, retention and success. The constituency groups were asked to discuss the proposal with their respective groups and provide feedback.

Cynthia Olivo, Fullerton College President, noted that the pilot program would provide support to students—especially those who left us—to enroll, re-enroll, or remain enrolled through providing just-in-time help, referrals and support in a proactive manner via text messaging, phone calls, online support and in person assistance in caseloads. The campuses would also have autonomy to select advocates to best suit their needs.

Chancellor Byron D. Clift Breland expressed support for the pilot program using one-time funds and not usurping existing positions.

As part of the discussion, members stated the following:

- What does autonomous mean? Can the campuses embed them in existing structures?
- Support for implementation at NOCE in order to increase capacity.
- The Fullerton College Faculty Senate supports the concept, but has concern with implementation, overlapping efforts, workload on classified, and using one-time funds on a band aid to fix the problem instead of directly tackling the root cause.
- CSEA expressed concern with replacing CSEA positions with 80 professional experts.
- The Cypress College Academic Senate has concerns with the training piece and the timeline.

- The pilot sounds great to get started. How would we gauge if it's successful? If it is successful, is there a plan to institutionalize it?
- Ideally the pilot would be institutionalized, but currently we have one-time funding to attempt to address our structural deficit by getting and retaining students, and that's a great thing for our budget long term.
- The pilot could help increase enrollment to pre-pandemic numbers.
- How did we arrive at the 11,000 unretained students figure and how does that compare with the number of students who did not return?
- Hasn't enrollment been climbing? If so, then the funding can be better used in other areas, like marketing.
- Marketing will get students in the door, but statistically, we need the customer service piece to get there and this is an enrollment marketing tool that is worth trying.
- The budget talk is something that we've heard over and over again, but our numbers are going up and we need to not be so dramatic. We have a lot of money.
- We have one-time money and this is an opportunity to help our students.
- The plan needs have some permanent employees too, it can't be all temporary.
- There is urgency now and this program is a great approach that provides an opportunity to scale to retain students who are considering leaving with a hands on, high touch, collaborative approach.
- This structure would allow some instructional programs to more effectively use permanent classified staff to focus on how to solve issues in house.
- An evaluation plan at the outset could be set up to determine what we measure, who comes back, what supports were provided, incentives, etc.
- Beyond enrollment and numbers, this is a student success initiative and provides the missing piece with a case management approach.

Subsequent to the discussion, **the majority voted to approve the one-time funding request for the District-wide Success Advocates Pilot program in the amount of $2,140,000 with five members voting against** (Jennifer Combs, Christie Diep, Jeremy Peters, Jeanette Rodriguez, and Pamela Spence)**.**

Scheduled Maintenance: In the 2022-23 State budget, $840.7 million was allocated for scheduled maintenance and instructional equipment; the District portion was $19.2 million. As part of the State's budget for 2023-24, $500 million of the previous scheduled maintenance and instructional materials funds were pulled back by the State which amounted to $11.4 million for the District. In the Governor's May Revise, no funding for deferred maintenance and instruction equipment for the 2024-25 State Budget was provided.

At the May 13, 2024 meeting, Council on Budget and Facilities recommended that $5 million of the District's one-time funds be allocated for scheduled maintenance: $2 million for Cypress College, $2 million for Fullerton College, and $1 million for NOCE.

The majority voted to approve the one-time funding request of $5 million for scheduled maintenance to the three campuses with three members voting against (Christie Diep, Jeremy Peters, and Pamela Spence)**.**

Governor's May Revise: Fred Williams, Vice Chancellor of Finance & Facilities, presented a review of the Joint Analysis of the Governor's May Revise Budget and provided the following updates:

<u>May Revise Updates</u>
- Not much change from the January budget, except COLA increasing to 1.07% for the apportionment calculation and certain categorical programs.
- No scheduled maintenance funds.
- No changes to the hold harmless provision, still phased out after the 2024-25 year.
- Upon discussion with the State Chancellor's Office, they expect significant activity between May and when the budget is signed before July 1.
- Concern whether COLA will be funded, due to opposition with education being favored in the May Revise.
- Still expecting deficit in 2023-24 when P2 numbers are released, but the State Chancellor has not quantified this.

<u>Key Changes</u>
- Under the May Revision, the overall state budget would be lower than proposed in January and lower than the 2023-24 enacted budget, decreasing by about 7% to $288 billion related to a projected budget deficit of $45 billion. General Fund spending would decrease by about $25 billion (11.1%) to $201 billion.
- The budget proposal for the California Community Colleges focuses on stability in the context of the significant budget deficit. It includes no major core reductions to programs or services, instead drawing on reserves and operational savings to bring the overall budget in balance. Overall, funding increases slightly compared to the current year enacted budget.
- Revised proposals for ongoing spending include about $100 million for a 1.07% cost-of-living adjustment (COLA) for community college apportionments, $31 million more than the Governor's original proposed COLA of 0.76% in the January budget proposal. The proposal also includes an additional $13 million for COLAs and adjustments to certain categorical programs, and $28 million for systemwide enrollment growth of 0.5%.
- One-time funding in the revised proposal remains limited but retains the previously proposed $60 million for expansion of nursing program capacity from the Governor's Budget and adds $35 million for several projects related to the system's Vision 2030 priorities.
- The Governor's revised proposal includes $29 million in capital outlay funding from Proposition 51 to support the working drawings and construction phases for one continuing project, the same as included in the Governor's Budget.

Vice Chancellor Williams share that the budget assumptions are tentatively scheduled to be presented to the Council on Budget & Facilities at their June 10 meeting, with the Tentative Budget scheduled for presentation to the Board at their June 28 meeting.

Chancellor Clift Breland reported on legislative advocacy efforts related to Strong Workforce funding that could potentially be pulled back by the State and asked the campuses to allocate unspent funds.

United Faculty representatives asked how the District could face a structural deficit when the District is "one of the fattest cows in the State of California" and continues to hire management positions without scaling back, and asked what is being done with the extra FTES funding that the District receives.

Vice Chancellor Williams responded that references to a structural deficit are because enrolment is down, but the District continues to be funded at a higher level and not at what we should be earning based on our actual enrollment. The extra funding is reflected in the ending balance increases that may continue to grow due to emergency condition funding. He noted that the District is not in a fiscal crisis, but reiterated that the District will no longer receive additional funding beyond the 2024-25 year if enrollment does not increase, which is his concern.

Chancellor Clift Breland emphasized that the District is committed to competitive salary and benefits, but that the ending balance is misleading because it is more of a savings account that can buy the District time for operating expenses when funding goes away. We need to make sure that we don't over hire, and that we look at other savings measures because this budget deficit will look different than the last time we experienced one, and nothing will replenish District funds once they are spent due to the State budget status.

Districtwide Sustainability Plan: DCC reviewed the Districtwide Sustainability Plan which was developed in response to the District's adoption of AP 3580, Environmental Sustainability Plan in response to California Community Colleges Board of Governors Sustainability Policy (2019); (STARS) Sustainability Tracking, Assessment and Rating System; and (UNSDGs) United Nations Sustainable Development Goals. The District awarded a contract to DLR Group to support the development of a comprehensive sustainability plan based on an assessment of existing purchasing, transportation, waste and energy and water use and prepare a plan to meet the State Chancellor's Guidelines, the State Community College Board of Governors Energy, and Sustainability Policy.

The Plan's objective is to set the guiding principles for an integrated energy master plan, total cost of ownership plan and set a comprehensive approach to, the district's current sustainability vision to include priorities for wellness, mental health, and resilience of the campus community. The Plan was created over the course of eight months with the full engagement of constituents represented by students, faculty, and staff from diverse roles and departments across each campus, including the District. Various drafts of the Plan were then shared with campus committees, the academic senates, and student groups for review and input.

Jackie Eckhardt, consultant with the DLR Group, led a presentation outlining what a sustainability and climate action plan is, the project timeline, what elements are informing the Plan, the resilience dimensions used, district impact areas, decarbonization and energy use, and next steps.

During the discussion, members inquired about the costs associated with the plan (both related to the development of the Plan and those to move the concepts forward), whether state funding has been provided, the possibility of State Chancellor's Office penalties if a plan is not in place, and what the projected cost savings are.

Vice Chancellor Fred Williams noted that the target milestones are in years 2025 and 2030, and while there is a lot of work to be done, the District is farther ahead than most districts.

The Districtwide Sustainability Plan's will be presented to the Board on May 28 as a first reading with a second reading scheduled for the fall semester.

2022-26 Districtwide Strategic Plan: In spring 2022, DCC authorized the formation of a Districtwide Workgroup (Design Team) to develop the 2022-2026 Districtwide Strategic Plan. The Design Team, along with consultant Matt Coleman, developed the Strategic Plan using a strategic compass approach which shifts the focus from rigid planning to flexible thinking and adaptation guided by a collective set of values, beliefs, and sense of purpose. The resulting 2022-2026 Districtwide Strategic Plan represents the collective effort of a collaborative group of stakeholders from across the District and provides a framework for implementing, evaluating, and achieving the District Strategic Directions, which guide NOCCCD's districtwide initiatives. A districtwide feedback forum was hosted in May 2024 to get input and recommendations on the draft 2022-2026 Districtwide Strategic Plan prior to presenting the Plan for DCC final review and approval.

Vice Chancellor Cherry Li-Bugg noted that agility is a major departure from the District's traditional strategic planning, and members praised the Plan which connects to the success advocates pilot program, allows for adjustments along the way, and reflects interrelated activities that are no longer happening in isolation.

Subsequent to the discussion, **there was consensus to approve the 2022-2026 Districtwide Strategic Plan with one noted abstention.**

POLICY

Revised AP 5020, Nonresident Tuition and AP 5030, Fees: AP 5020, Fees and AP 5030, Nonresident Tuition were revised by DCC in February 2024 to specify the conditions under which the District would drop nonresident students and international students for nonpayment of tuition and fees. Subsequent to the approval of the revisions, concern was expressed by Fullerton College Faculty Senate regarding the impact on ESL students (AP 5030), implementation of the new procedures (AP 5030), and concern of the lack of a payment plan option or international students (AP 5020 and AP 5030).

During the discussion, Alexander Brown proposed the following revisions:

- AP 5020: Strike "excluding international students" from section 10.1 and delete section 10.2.
- AP 5030: Strike "excluding international students" from section 4.1.3 and delete section 4.1.4.

Members supported the revisions and **there was consensus to approve AP 5020 and 5030 and post them to the District website.**

Program Discontinuance Workgroup: DCC discussed the proposed composition of the Program Discontinuance Workgroup which includes members from Cypress College (Kathleen McAlister, Jill Bauer, Joyce Peacock, and Bryan Ventura); Fullerton College (Jeanette Rodriguez, Mary Bogan and/or Bridget Kominek, John Ison, and Daniel Berumen); and United Faculty (appointment pending).

During the discussion, Kathleen McAlister described how the participants were selected and members requested that comparable positions from NOCE be included along with additional District Services representatives whose names would be provided by Vice Chancellor Cherry Li-Bugg. It was requested that names be forwarded to Kathleen McAlister as soon as possible so that the workgroup can begin their work.

OTHER ITEMS

Winter Term 2024 Enrollment and Course Success Rates Report: DCC received the NOCCCD Winter Term 2024 Enrollment and Course Success Rates report as information. The report was prepared with descriptive statistics of student enrollment, demographics, and course success rates, including some general comparisons with fall 2023 student data as a first step to help examine the impact of the 2023-24 online winter term/intersession on student enrollment and success. The research questions included:

- What are the similarities and differences between the composition of students enrolled in an online winter term at a community college and students enrolled during different terms of the same academic year (fall, spring, summer)?
- What are the similarities and differences between the composition of students enrolled in the academic year with a winter term and in academic years without a winter term?
- What is the effect of a personalized text message campaign on enrollment of an online winter term?
- What is the effect of enrolling in an online winter term on various academic outcomes?

A second report will also be prepared by early fall with a more advanced statistical analysis of winter outcomes, using causal inference methods and statistically controlling for student demographics and characteristic variables using a quasi-experimental design.

Data highlights included:
- 3,879 students were enrolled during winter 2024 across the District.
- The majority of winter 2024 students were female, 24 years old or younger, and continuing from a prior term.
- Latina/e/o/x students made up the largest racial/ethnic group of winter term students, followed by Asian, two or more races, and White students (with some differences by college).
- Relative to the fall term, winter enrollment had larger proportions of students who had a higher college GPA, were more likely to be BOG/CCPG or Pell Grant recipients, had more credit units earned, had an education goal/program of study related to transfer, and were female.
- The winter 2024 average success rate was 80%, which is 11 points higher than the average fall 2023 rate of 69%.
- Male, Black/African American, less than 24 years old, first time, and transfer students experienced notably higher course success during the winter term compared to the fall term.

During the discussion, members noted that historically we see lower success rates for asynchronous students so the increase was surprising; whether the increase would be further analyzed; whether the financial aid students were Pell Grant recipients seeking to preserve their aid awards; what fill rates were; if classes filled; if the intersession was successful; and if there were any dual enrollment participants.

Next DCC Meeting: The next DCC meeting will take place on Monday, August 27.

ADJOURNMENT: Chancellor Clift Breland thanked everyone for an outstanding semester and adjourned the meeting at 4:07 p.m.

NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

District Consultation Council
2024-25 Meeting Schedule

Fourth Mondays of the month @ 2:00 p.m.
Anaheim Campus Chancellor's Conference Room (until further notice)

*Videoconferencing available from the Cypress College President's Conference Room
and the Fullerton College President's Conference Room B*

<u>Fall Semester</u>	<u>Spring Semester</u>
August 26	January 27
September 23	February 24
October 28	March 24
November 25	April 28
December 23*	May 19
	June 23 (if needed)

*   Determine whether or not a December meeting is needed.

District Consultation Council
2024-25 Membership

Member	Affiliation
Byron Clift Breland	Chancellor – Chair
Scott Thayer	President, Cypress College
Cynthia Olivo	President, Fullerton College
Valentina Purtell	President, North Orange Continuing Education
Fred Williams	Vice Chancellor, Finance & Facilities
Irma Ramos	Vice Chancellor, Human Resources
Cherry Li-Bugg	Vice Chancellor, Educational Services & Technology
Kai Stearns	District Director, Public & Governmental Affairs
Geoff Hurst	District Director, Enterprise IT Applications Support & Development
Flavio Medina-Martin	District Director, Diversity, Culture, & Inclusion
Kathleen McAlister	President, Cypress College Academic Senate
Jaclyn Magginetti	Representative, Cypress College Academic Senate
Jeanette Rodriguez	President, Fullerton College Academic Senate
	Representative, Fullerton College Academic Senate
Michelle Patrick Norng	President, North Orange Continuing Education Academic Senate
Jennifer Carey	Representative, North Orange Continuing Education Academic Senate
Christie Diep	President, United Faculty
Jeremy Peters	Representative, United Faculty
Marlo Smith	President, Adjunct Faculty United
Pamela Spence	President, California School Employees Association
Elaine Loayza	Representative, California School Employees Association
Annalisa Webber	Representative, Confidentials Group
Karla Frizler	President, District Management Association
	Associated Students Representative, Cypress College
	Associated Students Representative, Fullerton College
	Student Representative, NOCE

DISTRICT CONSULTATION COUNCIL
Agenda Item Submittal Form

Date: August 22, 2024

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1.   <u>AGENDA ITEM NAME</u>

     Budget Update

2.   <u>AGENDA ITEM ACTION</u> (Please check all that apply.)

Information Only		**Second Reading**	
Review/Discussion	X	**Action**	
First Reading		**Consent Agenda Item**	

3.   <u>ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION</u>: **10 minutes**

4.   <u>BRIEF NARRATIVE SUMMARY OF AGENDA ITEM</u>:

     Provide the DCC members with an update on the budget.

5.   <u>RECOMMENDATION</u>:

     It is recommended that DCC members review the information.

6.   <u>OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM</u>:

     Executive Director, Fiscal Affairs

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

District FTES Numbers
24-Jul-24

2023-24 Actuals to Targets:	Cypress	Fullerton	NOCE	Total
23-24 Targets	10,080.63	13,523.58	3,007.12	26,611.33
23-24 Actuals	10,985.20	14,392.45	3,821.42	29,199.07
Variance Favorable (Unfavorable)	904.57	868.87	814.30	2,587.74
% Variance	8.97%	6.42%	27.08%	9.72%

2023-24 Actuals to 24-25 Targets:	Cypress	Fullerton	NOCE	Total
24-25 Targets	11,500.00	15,730.95	4,000.00	31,230.95
23-24 Actuals	10,985.20	14,392.45	3,821.42	29,199.07
Variance Favorable (Unfavorable)	514.80	1,338.50	178.58	2,031.88
% Variance	4.69%	9.30%	4.67%	6.96%

2024-25 Targets to 2017-18 Actuals:	Cypress	Fullerton	NOCE	Total
24-25 Targets	11,500.00	15,730.95	4,000.00	31,230.95
17-18 Actuals	11,487.53	18,042.34	5,065.67	34,595.54
Variance Favorable (Unfavorable)	12.47	(2,311.39)	(1,065.67)	(3,364.59)
% Variance	0.11%	-14.69%	-26.64%	-10.77%

North Orange County CCD
Analysis of Ending Fund Balances
June 30, 2024

	Districtwide	DS	CC	FC	NOCE	Total
Nonspendable Fund Balance						
Reserved Fund Balance						
Revolving Cash	144,115.39					144,115.39
Inventory	43,663.98					43,663.98
Total	$ 187,779.37	-	-	-	-	$ 187,779.37
Restricted Fund Balance						
Restricted Programs						
Health Services			(75,258.32)	203,428.69		128,170.37
Instructional Equipment			1,021,000.89	982,652.96	102,616.88	2,106,270.73
Parking			(890,247.87)	(1,459,338.07)	293,117.30	(2,056,468.64)
Lottery			2,123,758.85	5,518,651.28	2,433,673.77	10,076,083.90
Veterans Services			27,778.27	16,891.07		44,669.34
Admin Allowance			391,290.32	(102,596.87)		288,693.45
Total	$ -	$ -	$ 2,598,322.14	$ 5,159,689.06	$ 2,829,407.95	$ 10,587,419.15
Committed Fund Balance						
STRS & PERS Cost - Released	-					-
Total	$ -	-	-	-	-	$ -
Assigned Fund Balance						
Legal Expenses	100,000.00					100,000.00
Facility Emergency	130,000.00					130,000.00
Elections Expense	150,000.00					150,000.00
Safety Budget		16,084.42				16,084.42
Activities Assigned by Center *	-	6,766,202.00	17,212,940.00	13,150,776.00	20,737,352.00	57,867,270.00
One-Time Funds to be Allocated **	-		-		-	-
One-Time Funds Allocated **	648,028.05	3,086,358.63	4,067,738.06	8,374,312.70	1,192,705.31	17,369,142.75
Total	$ 1,028,028.05	$ 9,868,645.05	$ 21,280,678.06	$ 21,525,088.70	$ 21,930,057.31	$ 75,632,497.17
Uncommitted Fund Balance						
Board Policy	46,481,688.50					46,481,688.50
Unallocated Resources	5,818,640.01					5,818,640.01
21-22 SCFF HH						-
Budget Center:						
PY Apportionment Adj's	179,727.00					179,727.00
11100 Fund		5,170,757.57	12,934,107.52	2,991,988.55	15,416,241.86	36,513,095.50
Items from 23-24 RAM						
Settle-up of RAM		3,077,436.79	1,671,516.25	3,045,008.60	2,233,994.52	10,027,956.16
Emergency Conditions Funding		1,681,081.00	7,003,672.00	9,489,091.00	-	18,173,844.00
Stability Funding		877,295.00	291,477.00	3,850,217.00	4,465,280.00	9,484,269.00
Estimated Apportionment Deficit		(245,853.00)	(915,925.00)	(1,206,601.00)	(289,493.00)	(2,657,872.00)
Pull back to increase Reserves		(1,042,688.00)	(3,761,004.00)	(4,958,288.00)	(1,142,732.00)	(10,904,712.00)
Hospitality Supplement			(5,831.12)	(11,456.53)		(17,287.65)
CY Settle-Up of Categoricals		(0.34)	(5,071.95)	(168,483.81)	54,060.56	(119,495.54)
Sustainability Director Settleup		(119,300.66)		119,300.66		-
Assigned by Center		(6,766,202.00)	(17,212,940.00)	(13,150,776.00)	(20,737,352.00)	(57,867,270.00)
Total	$ 52,480,055.51	$ 2,632,526.36	$ 0.70	$ 0.47	$ (0.06)	$ 55,112,582.98
Total Ending Fund Balance	$ 53,695,862.93	$ 12,501,171.41	$ 23,879,000.90	$ 26,684,778.23	$ 24,759,465.20	$ 141,520,278.67

**: See following page for details of allocations of one-time funds.

* : Activities assigned by campus are listed in the discussion in this section.

North Orange County CCD
Detail of Allocations of One-Time Funds (Part of Assigned Fund Balance)
June 30, 2024

	Districtwide	DS	CC	FC	NOCE	Total
Balance of Allocated of One-Time Funds P/Ys:						
Assist with Fraudulent Student Investigation activities			77,494.86	-		77,494.86
Campus Enrollment Support			2,341,233.33	3,412,589.16	394,813.81	6,148,636.30
Capital Expenses						
ADA			170,228.59		219,385.42	389,614.01
Campus Priorities			96,916.04	866,216.17		963,132.21
CC Pilot Internship Program: Legacy/Puente			3,018.72			3,018.72
Diversity Programs	2,070.09					2,070.09
Equipment		316,030.36				316,030.36
Foundations				-		-
HR Banner Projects		27,977.10				27,977.10
Hunger Initiative			100,000.00		3,182.04	103,182.04
Institutional Capacity	23,264.00					23,264.00
Professional Development Program	192,542.18			-		192,542.18
Safety	300,000.00					300,000.00
Business Process Analysis	130,151.78					130,151.78
Campus Priorities						-
Local Funding Requests		294,794.92		401,776.98		696,571.90
Outreach/Recruitment/Onboarding/Advertising				-		-
Pathways Support				121,002.73		121,002.73
Strategic Plan Allocation for DEIA			136,931.57	78,253.60	39,898.76	255,083.93
Student Success Advocates			792,000.00	952,000.00	396,000.00	2,140,000.00
Student Success Funds - Online Education			68,114.10			68,114.10
Student Success Funds - Supplemental Instruction				351,463.00		351,463.00
Student Success Funds - Universal Design					87,451.23	87,451.23
Technology - Microsoft 365 Collaboration		-				-
Title IX		87,618.63				87,618.63
Website Modifications				17,863.71		17,863.71
5-Yr Cyber Security Plan		1,479,238.28				1,479,238.28
Book Program Pilot Supplement			-	1,570,613.32	51,974.05	1,622,587.37
Foundation to supplement initial cost of new position			203,547.26	466,641.03		670,188.29
Hospitality Supplement		-	3,786.59	-		3,786.59
Part-Time Faculty Office Hours - Fall Semester			74,467.00	135,893.00	-	210,360.00
Part-Time Faculty Office Hours - Spring Semester			-	-		-
Sustainability Plan		880,699.34				880,699.34
Funds already allocated	**648,028.05**	**3,086,358.63**	**4,067,738.06**	**8,374,312.70**	**1,192,705.31**	**17,369,142.75**
Add'l One-Time Funds to be Allocated						
Subtotal Additional Allocations	-	-	-	-	-	-
Total	$ 648,028.05	$ 3,086,358.63	$ 4,067,738.06	$ 8,374,312.70	$ 1,192,705.31	$ 17,369,142.75

North Orange County Community College District
2024-25 Proposed Budget
Resource Allocation Model Budget Summary
August 24, 2024

	DW	DS	CC	FC	NOCE	Total
SCFF Revenues	$ -	$ 23,052,983	$ 88,120,347	$ 112,232,121	$ 25,815,982	$ 249,221,433
Other Revenues	-	2,305,474	7,936,262	8,608,246	2,444,186	21,294,168
Funding for Districtwide Expenses	6,048,549	(566,749)	(2,147,840)	(2,701,887)	(632,073)	-
Net Chargebacks	-	790,214	274,701	289,889	(1,354,804)	-
	6,048,549	25,581,922	94,183,470	118,428,369	26,273,291	270,515,601
Expenses	5,923,549	25,612,977	98,533,325	122,060,341	26,317,755	278,447,947
Contingencies	125,000	808,736	-	2,399,245	-	3,332,981
	6,048,549	26,421,713	98,533,325	124,459,586	26,317,755	281,780,928
Net Available Revenue	-	(839,791)	(4,349,855)	(6,031,217)	(44,464)	(11,265,327)
Net Transfers In/(Out) to Supplement Operations	-	-	850,090	1,291,953	44,464	2,186,507
Structural Surplus (Deficit)	$ -	$ (839,791)	$ (3,499,765)	$ (4,739,264)	$ -	$ (9,078,820)
Additional Sources (Uses)						
Additional Revenue from Emergency Conditions ❖	-	839,791	3,499,765	4,739,264	-	9,078,820
Subtotal Net Revenue (Deficit) A	-	-	-	-	-	-
Additional Hold Harmless Funding ▲	4,133,639	-	-	-	-	4,133,639
Balance	4,133,639	-	-	-	-	4,133,639

❖ For 2024-25, the impact from applying the emergency conditions will still have a residual benefit for Cypress College and Fullerton College as funding for the credit FTES is based on a 3-year average.

▲ Additional funding available for allocations discussions

Estimated Apportionment Deficit @ 1%	$ 2,624,338.92
Estimated Apportionment Deficit @ 6.8538%	$ 17,986,694.09

Resource Allocation Model - Summary

North Orange County Community College District
2023-24 Proposed Budget
Resource Allocation Model Budget Summary
August 31, 2023

	DW	DS	CC	FC	NOCE	Total
SCFF Revenues	$ -	$ 21,041,100	$ 81,750,685	$ 105,482,794	$ 19,196,768	$ 227,471,347
Other Revenues	-	2,425,927	8,080,436	9,351,671	2,764,246	22,622,280
Funding for Districtwide Expenses	11,544,423	(1,082,867)	(4,146,757)	(5,301,199)	(1,013,600)	-
Net Chargebacks	-	832,561	123,270	261,405	(1,217,236)	-
	11,544,423	23,216,721	85,807,634	109,794,671	19,730,178	250,093,627
Expenses	11,419,423	25,032,229	93,207,546	117,333,056	25,135,363	272,127,617
Contingencies	125,000	674,692	-	2,798,863	3,240,714	6,839,269
	11,544,423	25,706,921	93,207,546	120,131,919	28,376,077	278,966,886
Net Available Revenue	-	(2,490,200)	(7,399,912)	(10,337,248)	(8,645,899)	(28,873,259)
Net Transfers In/(Out) to Supplement Operations	-	-	1,362,235	-	99,883	1,462,118
Structural Surplus (Deficit)	$ -	$ (2,490,200)	$ (6,037,677)	$ (10,337,248)	$ (8,546,016)	$ (27,411,141)
Additional Sources (Uses)						
Additional Revenue from Emergency Conditions ❖	-	1,681,081	6,971,855	9,520,908	-	18,173,844
Subtotal Net Revenue (Deficit) A	$ -	$ (809,119)	$ 934,178	$ (816,340)	$ (8,546,016)	$ (9,237,297)
Additional Revenue from Stability Funding ★ (based on PY +COLA)	-	1,863,136	2,831,596	5,741,901	9,705,376	20,142,009
Subtotal Net Revenue (Deficit) B	$ -	$ 1,054,017	$ 3,765,774	$ 4,925,561	$ 1,159,360	$ 10,904,712
Amount pulled back to increase Reserves from Emergency Conditions Funding ▲	-	(1,054,017)	(3,765,774)	(4,925,561)	(1,159,360)	(10,904,712)
Balance	-	-	-	-	-	-

Amount To Pull Back to Increase Required Reserves

2023-24 Est. Max TCR (includes Stability Funding)		265,787,200
Hold Harmless SCFF		259,655,577
Amount to be used to increase reserves		6,131,623
Additional to pull back towards reserves		4,773,089
		10,904,712

❖ For 2023-24, the impact from applying the emergency conditions will have a residual benefit for Cypress College and Fullerton College as funding for the credit FTES is based on a 3-year average.

★ Stability Funding provides a one-year cushion that supplements revenue to the amounts received under 2022-23 calculations. Cypress College and Fullerton College received some of their stability funding as a result of the emergency conditions impact still benefiting them, as noted above.

▲ Amounts pulled back to increase Reserves

RAM Revenues	$ 23,216,721	$ 85,807,634	$ 109,794,671	$ 19,730,178
Additional ECA Revenues	1,681,081	6,971,855	9,520,908	-
Additional Stability Revenues	1,863,136	2,831,596	5,741,901	9,705,376
	$ 26,760,938	$ 95,611,085	$ 125,057,480	$ 29,435,554
Ratios	9.67%	34.53%	45.17%	10.63%
Allocations of amount to be pulled back, by Center	$ 1,054,017	$ 3,765,774	$ 4,925,561	$ 1,159,360	10,904,712

Summary – Links

CCCCO Compendium 8/7/2024

Joint Analysis - Enacted 2024-25 Budget CCC

Date: August 20, 2024

From: Geoff Hurst, Executive Director, IT

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

1.   AGENDA ITEM NAME

       Network Refresh 2.0 Funding

2.   AGENDA ITEM ACTION (Please check all that apply.)

Information Only		**Second Reading**	
Review/Discussion	**X**	**Action**	**X**
First Reading		**Consent Agenda Item**	

3.   ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **10 minutes**

4.   BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

       With the completion of the Network Refresh Bond Project it is important to maintain the momentum and avoid another costly one time project in the future by transitioning to an ongoing model for funding the replacement and maintenance of network equipment and services in the District.

       There were also a number of projects that were identified as being outside the scope of the Network Refresh scope that still need to be addressed, as they are integral in ensuring that NOCCCD's network infrastructure is modern and responsive.

       Technology changes rapidly. NOCCCD has made a commitment to provide a high quality of service to students and staff. If we are to continue to uphold that commitment there is a need to set aside funding that can be used to enhance and extend our existing network infrastructure.

5.   RECOMMENDATION:

       Approve use of one-time funds for a five-year budget to address funding the replacement and maintenance of network equipment and services in the district.

6.   OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

       CBF, Vice Chancellor Finance, Vice Chancellor, EST

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

Network Refresh 2.0

Continuous Improvement
Consolidated Services
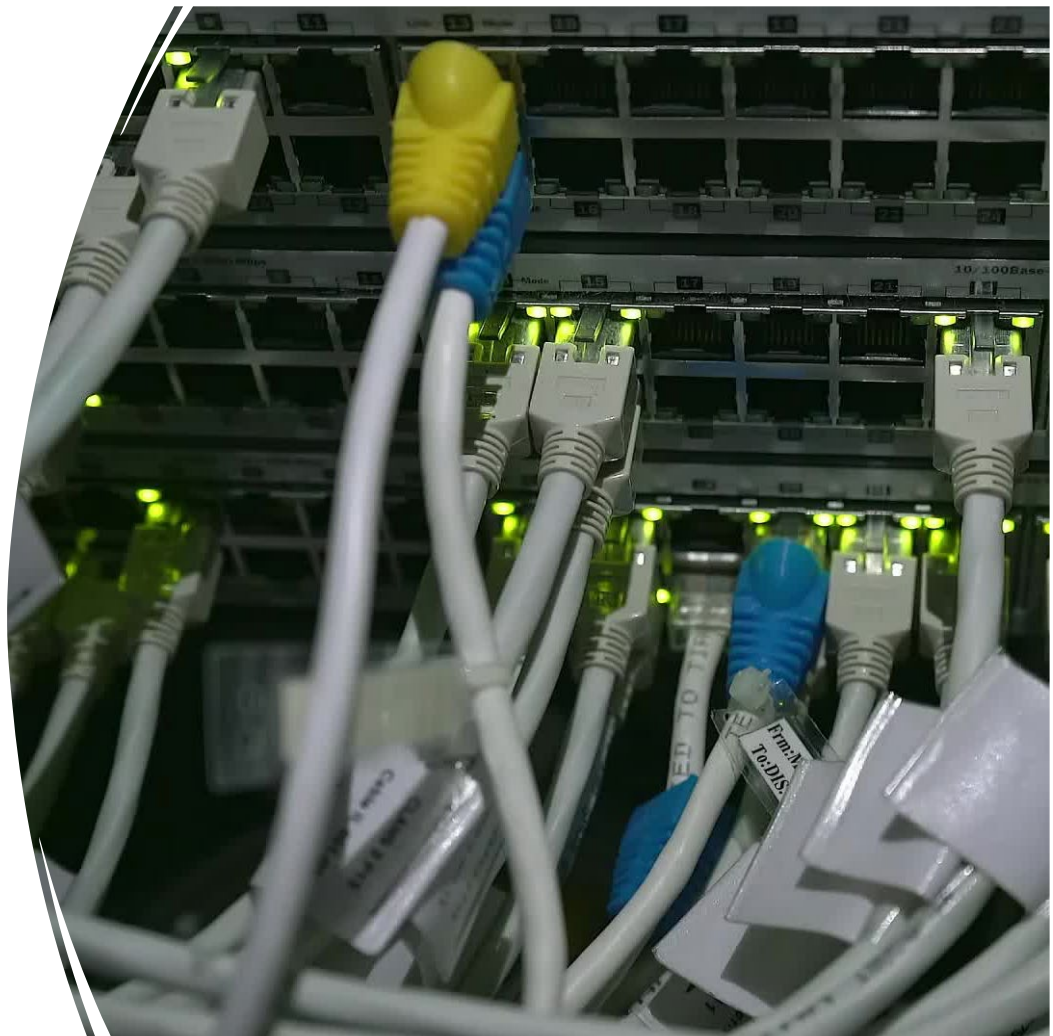
Background

With the completion of the Network Refresh Bond Project it is important to maintain the momentum and avoid another costly one time project in the future by transitioning to an ongoing model for funding the replacement and maintenance of network equipment and services in the district.

There were also a number of projects that were identified as being outside the scope of the Network Refresh scope that still need to be addressed, as they are integral in ensuring that NOCCCD's network infrastructure is modern and responsive.

Technology changes rapidly. NOCCCD has made a commitment to provide a high quality of service to students and staff. If we are to continue to uphold that commitment there is a need to set aside funding that can be used to enhance and extend our existing network infrastructure.

Future Planning

The goal of providing one-time funds for ongoing costs is to ensure that the District is able to:

- Stay with, not chase the standard
- Commit to continuous improvement
- Respond to educational technology trends (hybrid classrooms, remote work, EFMP)
- Provide mobile, portable, ubiquitous access
- Develop ongoing plans for hardware refresh cycle

The following are areas identified as requiring ongoing funding:

Equitable Access

Ensuring that there is a high quality of network access for all, across the entire footprint of the District. This will involve:

- Upgrading wi-fi access points as new technology becomes available
- Identifying areas on campuses that require additional wireless access points to improve coverage
- Embracing new technologies to improve privacy and security
- Consistent network performance regardless of location

Geodiversity

Improving reliability of network services by ensuring that there are no single points of failure in the network architecture by partnering with CENIC to add secondary connections that use different paths and carriers.

Replacement of old POTs lines to digital connections for legacy phones (elevators, blue phones, alarms, etc.)

Security

Although we have made significant progress in securing our systems and ensuring that we maintain a high level of threat awareness, there are still areas of improvement:

- Implementing changes to wired and wireless authentication - EAP-TEAP/EAP-TLS
- SDWAN segmentation to isolate access to privileged resources
- Physical security upgrades to data centers to control access
- Implementation of additional security features on purchased equipment
- Improve existing systems for patching, monitoring and incident response

Data Centers

Each site maintains a data center that houses servers, network equipment and storage devices that serve the campus needs. Changes in technology such as the move to cloud hosted services has reduced the need for equipment in these locations.

- Modernizing the data centers with new technologies such as self contained rack storage reduces the need for redundant power and cooling systems.
- Removing deprecated equipment and cabling improves efficiency and reduces maintenance costs.
- Upgrade data storage and backup solutions to include cloud hosted options
- Centralize environment monitoring
- Improve district wide system logging and monitoring

Licensing

Most of the equipment purchased as part of the Network Refresh project requires ongoing licensing and maintenance agreements to ensure that equipment can be repaired or updated. These agreements are usually three to five years in length. As the project took over three years to complete, many of them are now requiring renewal. This is a significant cost as shown in the table below.

Future Trends

Technology changes constantly. By earmarking funding to respond to these changes, the district can be more agile in adopting new technologies as they emerge. Some current trends that are already reaching production:

- 5G/6G and Wifi 6E/Wifi 7
- AIOps/Infrastructure as code
- Multi-cloud strategies for infrastructure needs (Backup, Redundancy, Disaster Recovery)
- iOT and seamless user interactions (proliferation of network connected devices)
- Zero Trust for Edge devices
- OpenRoaming

Proposed Investment Strategy

In order to fund these needs it is proposed that the District set aside one time funds in the amount of $5m. Although the exact amounts for each item are hard to predict, the following is a projected cost estimate based on current quotes. If a three-year renewal period is quoted, the five-year cost includes a multiplier for cost increases.

		Renewal Period	Cost	Proposed
Maintenance/Licensing				
Fortinet Firewall		5yr	1,835,417	2,000,000
Aruba Controllers/SFP		3yr	97,000	250,000
Aruba NetEdit		3yr	30,000	60,000
Clearpass		5yr	60,000	60,000
InfoBlox		3yr	70,000	250,000
VSphere		3yr	74,880.00	200,000
Cisco InformaCast		5yr	40,000	40,000
Cisco RedSky		5yr	30,000	30,000
UPC (UPS)		5yr	150,000	150,000
Data Center Upgrades				
Anaheim				120,000
Fullerton				200,000
Cypress				180,000
Hardware Replace/Upgrade				500,000
Security				
Patching/Monitoring				250,000
Equitable Access				200,000
Total				**4,490,000**

DISTRICT CONSULTATION COUNCIL
Agenda Item Submittal Form

Date: August 21, 2024

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1.   <u>AGENDA ITEM NAME</u>

Revised AP 3510, Workplace Violence

2.   <u>AGENDA ITEM ACTION</u> (Please check all that apply.)

Information Only		**Second Reading**	
Review/Discussion		**Action**	**X**
First Reading	**X**	**Consent Agenda Item**	

3.   <u>ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION</u>: **10 minutes**

4.   <u>BRIEF NARRATIVE SUMMARY OF AGENDA ITEM</u>:

Beginning July 1, 2024, the majority of employers in California must establish, implement, and maintain a Workplace Violence Prevention Plan that includes Prohibiting employee retaliation, accepting and responding to reports of workplace violence, employee workplace violence training and communication, emergency response, workplace violence hazard assessments, and other requirements, such as maintaining a Violent Incident Log.

5.   <u>RECOMMENDATION</u>:

It is recommended that upon DCC consensus, revised AP 3510 be posted on the District website.

6.   <u>OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM</u>:

Yasmine Andrawis, Treisa Cassens, Mejon Kairan, Julie Kossick, Craig Lee, Kathleen McAlister, Tami Oh, Irma Ramos, Valerie Romero, Steve Selby, Pamela Spence, Annalisa Webber, and Fred Williams.

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

AP 3510 Workplace Violence

Reference:
Cal/OSHA; Labor Code Sections 6300 et seq., 6401.7, and 6401.9;
Title 8 Section 3203;
Code of Civil Procedure Section 527.8;
Penal Code Sections 273.6, 626.9, and 626.10

1.0   The North Orange County Community College District is committed to providing a safe work environment that is free of violence and the threat of violence.

2.0   **Responding to Threats of Violence**

2.1   The top priority in this process is effectively handling critical workplace incidents, especially those dealing with actual or potential violence. **The District's Workplace Violence Prevention Plan (WVPP) establishes a framework for protecting employees from workplace violence and procedures for reporting incidents of workplace violence. The WVPP will be updated annually and sent out to employees along with related compliance training.**

2.2   Violence or the threat of violence against or by any employee of the District or any other person is unacceptable.

2.3   Should a non-employee on District property demonstrate or threaten violent behavior he/she may be subject to criminal prosecution.

2.4   Should an employee, during working hours, demonstrate or threaten violent behavior he/she may be subject to disciplinary action **and/or criminal prosecution**.

2.5   The following actions are considered violent acts:

2.5.1   Striking, punching, slapping, or assaulting another person.

2.5.2   Fighting or challenging another person to fight.

2.5.3   Grabbing, pinching, or touching another person in an unwanted way whether sexually or otherwise.

2.5.4   Engaging in dangerous, threatening, or unwanted horseplay.

2.5.5   Possession, use, or threat of use, of a firearm, knife, explosive, or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, on District property, including parking lots, other exterior premises, District vehicles, or while engaged in activities for the District in other locations, unless such possession or use is a requirement of the job.

2.5.6   Threatening harm or harming another person, or any other action or conduct that implies the threat of bodily harm.

2.5.7   Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed

AP 3510 Workplace Violence

blade longer than 2 1/2 inches upon the grounds, unless the person is authorized to possess such a weapon in the course of ~~his/her~~ **their** employment, has been authorized by a District employee to have the knife, or is a duly appointed peace officer who is engaged in the performance of ~~his/her~~ **their** duties.

2.6 Any employee who is the victim of any violent threatening or harassing conduct, any witness to such conduct, or anyone receiving a report of such conduct, whether the perpetrator is a District employee or a non-employee, shall immediately report the incident **either** to ~~his/her~~ **their** supervisor or other appropriate ~~person~~ **designee, such as Campus Safety, Risk Management, or Human Resources**.

2.7 No one, acting in good faith, who initiates a complaint or reports an incident under this procedure will be subject to retaliation or harassment.

2.8 Any employee reported to be a perpetrator will be provided both due process and representation before disciplinary action is taken.

2.9 In the event the District fears for the safety of the perpetrator or the safety of others at the scene of the violent act, campus safety officers or local law enforcement personnel will be called.

2.10 Violent acts should be reported to:

Director of Campus Safety
- Cypress College (714) 484-7387
- Fullerton College (714) 992-7777
- Anaheim Campus (714) 808-4911

Director, Campus Communications
- Cypress College (714) 484-7006
- Fullerton College (714) 992-7013
- Anaheim Campus (714) 808-4829

President~~/Provost~~
- Cypress College (714) 484-7308
- Fullerton College (714) 992-7001
- Anaheim Campus (714) 808-4670

3.0 File Retention

3.1 The District will create and maintain records of workplace violence hazard identification, evaluation, and correction for a minimum of five years.

3.2 The District will create and maintain records of training for a minimum of one year. These records will include training dates, contents or a summary of the training sessions, names and qualifications of persons conducting the training, and names and job titles of all persons attending the training sessions.

AP   3510 Workplace Violence

3.3   **The District will create and maintain records of violent incident logs for a minimum of five years.**

3.4   **The District will create and maintain records of workplace violence incident investigations for a minimum of five years.**

See Board Policy 3510, Workplace Violence and Board Policy and Administrative Procedure 3515, Reporting of Crimes

Date of Adoption: March 23, 2004

Date of Last Revision: February 25, 2019 District Consultation Council
                             September 26, 2016 District Consultation Council
                             April 22, 2015 Chancellor's Staff

North Orange County Community College District

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 15, 2024

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1.   AGENDA ITEM NAME

     Revised AP 6100 Delegation of Authority, Business and Fiscal Affairs

2.   AGENDA ITEM ACTION (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion	**X**	**Action**	**X**
First Reading	**X**	**Consent Agenda Item**	

3.   ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION: **5 minutes**

4.   BRIEF NARRATIVE SUMMARY OF AGENDA ITEM:

     To improve efficiency and transparency, some changes to hospitality related expenses are being implemented. Several changes are underway:

     1. **Sponsorships will be separated from hospitality and will annually be approved by the Board of Trustees.**
     2. **Hospitality related costs will be shifted from the campus Bursar's Office to being processed by District Services.**
     3. **All hospitality related costs (excluding grant funds) will follow BP6350 Hospitality and be reported in the 13 approved categories and will no longer utilize accounts 44400 and 51950.**

5.   RECOMMENDATION:

     It is recommended that DCC members discuss AP 6100 with their constituencies and be prepared to share that feedback at the September DCC meeting.

6.   OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM:

     Chancellor's Staff

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

AP 6100 Delegation of Authority, Business and Fiscal Affairs

Reference
Education Code Section 70902; 81644; 81655; 81656;
Public Contract Code Sections 20651, 20658, 20659

1.0 The Board of Trustees has delegated authority to the Chancellor, Vice Chancellors, and Presidents to approve the following:

1.1 Institutional Memberships $1,000 or less.

1.2 Individual Memberships $1,000 or less. Individual memberships are generally considered personal obligations and will not be recommended unless warranted by extenuating circumstances for professional and civic organizations that support the mission and goals of the District.

1.3 Hospitality-related costs **and sponsorships,** including food purchases, supplies, promotional materials, and other expenses for meetings, events, or other educational activities not to exceed $5,000 per event, as long as it is an ongoing event and does not increase more than $1,000 from the previous year. On new items the amount that can be authorized is $1,000 per event.

2.0 The Board of Trustees has delegated authority to the Chancellor and the Vice Chancellor, Finance and Facilities, the authority to take action on property and liability and Workers' Compensation claims up to $50,000.

Date of Adoption: February 12, 2002

Date of Last Revision: August 24, 2020 District Consultation Council
August 24, 2015 District Consultation Council
May 10, 2010 Chancellor's Cabinet,
September 26, 2005
February 22, 2005
December 13, 2004

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 15, 2024

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1. <u>AGENDA ITEM NAME</u>

   Revised AP 6520, Security for District Property

2. <u>AGENDA ITEM ACTION</u> (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion	**X**	**Action**	**X**
First Reading	**X**	**Consent Agenda Item**	

3. <u>ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION</u>: **5 minutes**

4. <u>BRIEF NARRATIVE SUMMARY OF AGENDA ITEM</u>:

   The recommended language amends Section 1.1 of AP 6520 to reflect changes to the fixed assets cost.

5. <u>RECOMMENDATION</u>:

   It is recommended that upon DCC consensus, revised AP 6520 be posted on the District website.

6. <u>OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM</u>:

   District Purchasing

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

AP   6520 Security for District Property

Reference
ACCJC Accreditation Standard III.B.1;
WASC/ACS Criterion 8, Indicator 8.4

1.0   **Fixed Assets**

1.1   The District will maintain a fixed asset inventory system. Fixed assets include furniture, computers, vehicles, etc. costing in excess of ~~$1,000~~ **$5,000**.

1.2   The District will conduct a physical inventory of fixed assets on an annual basis. This listing will include a description, name, identification numbers, original cost, date of acquisition, location, and funding source.

2.0   **Transfer of Assets**

2.1   In the event that fixed assets are moved within District boundaries, the manager in each respective area must approve the request. In addition, notice must be sent to the site designated Inventory Control Clerk.

2.2   The Inventory Control Clerks will be responsible for ensuring that the inventory system is properly updated.

3.0   **Releasing of College Equipment for Use Off Campus**: All requests to borrow or to remove community college property from any campus for educational or district related purposes must be in writing and be cleared through immediate management. Equipment loaned for non-educational purposes, and where charges are involved, must be cleared through immediate management.

See Board Policy 3501, Campus Security and Access; Administrative Procedure 3501, Campus Security and Access; Board Policy 6310, Personal Use of District Property, Facilities, and Equipment; Board Policy 6520, Security for District Property; Board Policy 6540, Insurance; and Administrative Procedure 6540 Insurance.

Date of Adoption: February 12, 2002

Date of Last Revision: February 27, 2023 District Consultation Council
                                       September 14, 2016 Chancellor's Staff
                                       November 26, 2014 Chancellor's Staff

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 21, 2024

From: Byron D. Clift Breland, Chancellor

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1.   <u>AGENDA ITEM NAME</u>

Revised AP 7230-10, Confidential Employees – Salary Provisions and AP 7240-10, Management Employees – Salary Provisions

2.   <u>AGENDA ITEM ACTION</u> (Please check all that apply.)

Information Only		Second Reading	
Review/Discussion		Action	X
First Reading	X	Consent Agenda Item	

3.   <u>ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION</u>: **15 minutes**

4.   <u>BRIEF NARRATIVE SUMMARY OF AGENDA ITEM</u>:

Revisions to AP 7230-10, Confidential Employees – Salary Provisions and AP 7240-10, Management Employees – Salary Provisions were recommended to address the following:

- **When a new employee is hired, the employee's employment experience is taken into consideration when determining salary placement. The current one-year recency experience is very restrictive, and we are recommending a change from one year to five years of employment experience.**
- **California Labor Code section 432.2 prohibits an employer from relying on the salary history information for employment as a factor in determining whether to offer employment to an applicant or what salary to offer an applicant. As such, these provisions have been removed from the administrative procedure.**
- **California Labor Code section 432.2 also allows for an applicant to voluntarily and without prompting, disclose salary history information.**

5.   <u>RECOMMENDATION</u>:

It is recommended that upon DCC consensus, revised AP 7230-10 and AP 7240-10 be posted on the District website.

6.   <u>OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM</u>:

Human Resources and Chancellor's Staff

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

AP 7230-10 Confidential Employees – Salary Provisions

1.0 **Regular Rate of Pay**: The regular rate of pay for each confidential employee shall be in accordance with the rate established for the position on the Confidential Salary Schedule.

    1.1 The regular rate of pay shall include the employee's base salary on the Confidential Salary Schedule, prorated by the percentage of employment, and any shift differential, longevity, and professional growth increments.

    1.2 If a confidential employee is not covered by PERS, the annual amount of the employee's discretionary fringe benefit allowance will be increased by one thousand twelve dollars ($1,012), prorated by the employee's percentage of employment.

2.0   **Initial Salary Placement**

    2.1 <u>New Employees</u>

        2.1.1 Initial salary placement on the Confidential Salary Schedule for confidential employees new to the District shall be at Step A of the appropriate range for their position. Exceptions to placement on Step A may be considered if recommended by the Chancellor, **or** President ~~or Provost~~, as applicable, and approved by the Vice Chancellor of Human Resources, subject to the following:

            2.1.1.1 The employee has recent employment experience (within ~~one~~ **five** year**s** of the hire date) in a full-time position that is directly related or equivalent to the confidential employee position. **A** ~~Oo~~**o**ne-step increment may be granted for each year of full-time experience that satisfies this criterion.

            2.1.1.2 ~~The employee's most recent annual base salary (within one year of the hire date), exclusive of overtime and other premiums, exceeds the salary rate for Step A.~~ **If an applicant voluntarily and without prompting discloses salary history information, the District may consider or rely on that voluntarily disclosed salary history information in determining the salary for the applicant.**

        2.1.2 ~~If all of the conditions specified above are satisfied, the employee may be recommended for the first salary step wherein the rate of pay is not less than the most recent annual base salary as specified in section 2.1.1.2.~~ Evidence substantiating past salary **(if applicable)** and related employment experience must be submitted to the District Office of Human Resources. Submission of documentation satisfactory to the District is the responsibility of the employee.

    2.2 <u>Promotions</u>

        2.2.1 A confidential employee who is promoted within the confidential employee series shall be placed on the first step of the appropriate salary range for

AP 7230-10 Confidential Employees – Salary Provisions

the new position, which results in an increase in pay of at least one full step, except that the employee may not be placed on a higher salary step than presently held.

2.2.2 An employee who is promoted to a confidential employee position from a classified bargaining unit position shall be placed on the first step of the appropriate salary range for the new position that results in an increase in pay equal to at least one full step on the Classified Salary Schedule, except that the employee may not be placed on a higher salary step than presently held. If the employee is receiving compensation for professional growth increments in conjunction with the classified bargaining unit position from which the employee is promoted, the employee shall receive, in lieu thereof, the confidential employee professional growth increment in the amount of $400 for each such increment, not to exceed payment for five (5) increments.

3.0 **Anniversary Date**: Each confidential employee shall have an anniversary date, determined by the date of employment with the District.

   3.1 <u>New Employees</u>

      3.1.1 If the date of employment in a confidential position is the 1st through the 15th of a month, the anniversary date shall be the 1st day of that month.

      3.1.2 If the date of employment in a confidential position is the 16th through the last day of a month, the anniversary date shall be the 1st day of the following month.

   3.2 <u>Promotion and Reassignment</u>

      3.2.1 The anniversary date shall remain the same regardless of promotion or reclassification within the confidential employee series, or reassignment to a classified bargaining unit position.

      3.2.2 The anniversary date of an employee who is promoted to a confidential position from a classified bargaining unit position shall remain the same.

4.0 **Salary Step Advancement**: A confidential employee shall advance to the next step on the Confidential Salary Schedule at the end of the probationary period and annually thereafter on the employee's anniversary date.

5.0 **Salary Placement Upon Reclassification**

   5.1 A confidential employee whose position is reclassified to a higher salary range shall be placed on the same salary step at the new salary range.

   5.2 A confidential employee whose position is reclassified to a lower salary range will be "Y-rated."

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5.2.1 The employee's salary will not be decreased, but will be fixed (Y-rated) at the salary amount prior to the reclassification until either a salary step increment or an increase to the salary schedule, based on the lower (reclassified) salary range, causes the salary at the lower range to exceed the Y-rated salary.

5.2.2 If the reclassification to a lower salary range is effective simultaneously with the employee's salary step increment or with an increase to the salary schedule, the employee will receive this increase based on the salary range prior to the reclassification and then the salary will be Y-rated as provided above.

6.0 **Salary Placement Upon Demotion**: A confidential employee who accepts a confidential employee position at a lower salary range, or who is demoted to a confidential employee position at a lower salary range, shall be placed on the same salary step at the new salary range.

7.0 **Longevity – Compensation**: Confidential employees shall receive additional compensation for longevity, calculated as a percentage of the employee's base pay, as follows:

7.1 A confidential employee who has been employed with the District for five (5) consecutive years shall be granted a longevity increment of five (5) percent.

7.2 A confidential employee who has been employed with the District for ten (10) consecutive years shall be granted a longevity increment of ten (10) percent.

7.3 A confidential employee who has been employed with the District for fifteen (15) consecutive years shall be granted a longevity increment of fifteen (15) percent.

7.4 A confidential employee who has been employed with the District for twenty (20) consecutive years shall be granted a longevity increment of twenty (20) percent.

7.5 A confidential employee who has been employed with the District for twenty-five (25) consecutive years shall be granted a longevity increment of twenty-five (25) percent.

7.6 A confidential employee who has been employed with the District for thirty (30) consecutive years shall be granted a longevity increment of thirty (30) percent.

8.0 **Reemployment**

8.1 Confidential employees who were on permanent status at the time of separation from the District and are reemployed in a confidential position in the District within 39 months after the last day of paid service will be credited with their unused accumulated sick leave and earned seniority, and will retain their original anniversary date. Employees who are reemployed in a confidential position at a salary range equal to, or lower than that of, the previous confidential position held in the District will be placed on the same salary step on the Confidential Salary Schedule held at the time of separation. Employees who are reemployed in a

AP   7230-10 Confidential Employees – Salary Provisions

confidential position at a salary range higher than that of the previous confidential position held in the District will be placed at the appropriate salary step on the Confidential Salary Schedule in accordance with the provisions of section 2.2 of this procedure regarding promotions.

8.2   In all cases of reemployment occurring later than 39 months after an employee's last day of paid service with the District, the employee shall be placed on the Confidential Salary Schedule in accordance with the provisions of section 2.1 of this procedure regarding initial salary placement for new employees and will not be credited with any previously accumulated sick leave or seniority perquisites. The anniversary date will be determined in accordance with the provisions of section 3.1 of this procedure for new employees.

Date of Adoption: March 25, 2008

Date of Last Revision: October 27, 2014 District Consultation Council

AP 7240-10 Management Employees – Salary Provisions

1.0 **Regular (Non-Temporary) Management Employees**

1.1 <u>Regular Rate of Pay</u>: The regular rate of pay for each management employee shall be in accordance with the rate established for the position on the Management Salary Schedule, prorated by the percentage and months of employment.

1.2 <u>Initial Salary Placement</u>

1.2.1 <u>New Employees</u>

1.2.1.1 Initial salary placement on the Management Salary Schedule for management employees new to the District shall be at Column A of the appropriate salary range for their position. Exceptions to placement on Column A may be considered if recommended by the Chancellor or President, as applicable, and approved by the Vice Chancellor of Human Resources, subject to the following:

1.2.1.1.1 The employee has recent employment experience (within ~~one~~ **five** year**s** of the hire date) in a full-time position that is directly related or equivalent to the management position. A on e-column increment may be granted for each year of full-time experience that satisfies this criterion.

1.2.1.1.2 ~~The employee's most recent annual base salary (within one year of the hire date), exclusive of overtime and other premiums, exceeds the salary rate for Column A.~~ **If an applicant voluntarily and without prompting discloses salary history information, the District may consider or rely on that voluntarily disclosed salary history information in determining the salary for the applicant.**

1.2.1.2 ~~If all of the conditions specified above are satisfied, the employee may be recommended for the first salary column wherein the rate of pay is not less than the most recent annual base salary as specified in section 1.2.1.1.2~~ Evidence substantiating past salary **(if applicable)** and related employment experience must be submitted to the District Office of Human Resources. Submission of documentation satisfactory to the District is the responsibility of the employee.

1.2.1.3 A management employee who holds an earned doctorate or LLB/JD degree at the time of employment shall receive a stipend in the amount of $3,500 per fiscal year, prorated by percent of employment. The degree must have been awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council

AP 7240-10 Management Employees – Salary Provisions

on Education. The LLB/JD degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided herein, and three (3) years of graduate law school.

1.2.2 Promotions

1.2.2.1 A regular (non-temporary) employee of the District who is promoted to a management position from a non-management position or from a management position at a lower salary range shall be placed on the first column of the appropriate salary range for the new position, which results in an increase in pay of at least four percent of the regular rate of pay for the position from which the employee is promoted, exclusive of professional growth.

1.2.2.2 An employee who holds an earned doctorate or LLB/JD degree at the time of promotion shall receive a doctoral stipend in accordance with the provisions of section 1.2.1.3.

1.2.2.3 An employee who does not qualify for the doctoral stipend at the time of promotion, but who is receiving compensation for professional growth increments in conjunction with the position from which the employee is promoted, shall receive, in lieu thereof, the management professional growth increment in the amount of $400 for each such increment, not to exceed payment for five (5) increments.

1.3 Salary Calculation for Academic Managers Employed Fewer than Twelve Months

1.3.1 The regular annual salary for academic management employees who are employed fewer than twelve months per fiscal year shall be calculated in accordance with the following provisions, which incorporate pro rate vacation pay by including it in the daily salary rate:

1.3.1.1 The daily salary rate shall be determined by dividing the annual salary amount for the appropriate range and column of the Management Salary Schedule by a divisor of 218. This divisor represents the average number of duty days for 12-month management employees (244), less the annual number of vacation days (26).

1.3.1.2 The annual salary amount shall be determined by multiplying the daily salary rate by the number of assigned duty days for the position.

1.3.2 Duty days shall be scheduled subject to the approval of the President or designee.

1.4 Salary Column Advancement: A management employee shall be advanced to the next column of the salary schedule on July 1 of the subsequent fiscal year if, during

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the previous fiscal year, the employee served in paid status for at least four hours per day for at least fifty (50) percent of the regular number of duty days for the employee's position.

1.5 <u>Salary Placement Upon Reclassification</u>

    1.5.1 A management employee whose position is reclassified to a higher salary range shall be placed on the same salary column at the new salary range.

    1.5.2 A management employee whose position is reclassified to a lower salary range will be "Y-rated."

        1.5.2.1 The employee's salary will not be decreased, but will be fixed (Y-rated) at the salary amount prior to the reclassification until either a salary column increment or an increase to the salary schedule, based on the lower (reclassified) salary range, causes the salary at the lower range to exceed the Y-rated salary.

1.6 <u>Salary Placement Upon Demotion</u>: A management employee who accepts a management position at a lower salary range, or who is demoted to a management position at a lower salary range, shall be placed on the same salary column at the new salary range.

1.7 <u>Compensation for Additional Responsibilities</u>

    1.7.1 A regular management employee who is employed full-time (100%) shall receive additional compensation when assigned significant additional responsibilities outside of the employee's primary duties. The management employee may receive up to ten (10) percent additional salary for the duration of the additional assignment. The assignment must exceed 30 days and shall not exceed 24 months. Any exceptions must be approved by the Chancellor.

    1.7.2 Recommendation for such compensation shall be the responsibility of the immediate management supervisor and the appropriate Chancellor's Staff member. The written recommendation of the appropriate Chancellor's Staff member shall be forwarded to the Vice Chancellor of Human Resources at least one month prior to the first duty day of eligible service.

1.8 <u>Reemployment</u>

    1.8.1 Management employees who were on permanent status at the time of separation from the District and are reemployed in a regular (non-temporary) management position in the District within 39 months after the last day of paid service will be credited with their unused accumulated sick leave and earned seniority. Employees who are reemployed in a management position at a salary range equal to or lower than that of the previous management position held in the District will be placed on the same salary column on the Management Salary Schedule held at the time of separation. Employees who are reemployed in a management position

AP 7240-10 Management Employees – Salary Provisions

at a salary range higher than that of the previous management position held in the District will be placed at the appropriate salary column on the Management Salary Schedule in accordance with the provisions of section 1.2.2 of this procedure regarding promotions.

1.8.2 In all other cases of reemployment occurring later than 39 months after the employee's last day of paid service with the District, the employee shall be placed on the Management Salary Schedule in accordance with the provisions of section 1.2.1 of this procedure regarding initial salary placement for new employees and will not be credited with any previous accumulated sick leave or seniority perquisites.

1.8.3 Temporary management employees of the District who are reemployed in a regular management position will be placed on the Management Salary Schedule in accordance with the provisions of section 1.2.1 of this procedure regarding initial salary placement for new employees.

2.0 **Executive Officers**

2.1 The regular rate of pay for the Chancellor shall be fixed by the Board of Trustees.

2.2 The regular rate of pay for the Vice Chancellors and Presidents shall be in accordance with the rates established for their positions on the Executive Officer Schedule.

2.2.1 New Employees

2.2.1.1 Initial salary placement on the Executive Officer Salary Schedule for Executive Officers new to the District shall be at Column A of the appropriate salary range for their position. Exceptions to placement on Column A may be considered if recommended by the Chancellor, subject to the following:

2.2.1.1.1 The employee has recent employment experience (within ~~one~~ **five** year**s** of the hire date) in a full-time position that is directly related or equivalent to the management position. A one-column increment may be granted for each year of full-time experience that satisfies this criterion.

2.2.1.1.2 ~~The employee's most recent annual salary (within one year of the hire date), inclusive of any additional compensation in recognition of the earned doctorate or LLB/JD degree, but exclusive of overtime and other premiums, exceeds the salary rate for Column A. Compensation in recognition of the earned doctorate or LLB/JD degree will be considered for purposes of salary placement only if the degree has been awarded by an accredited institution listed in the directory of Accredited Institutions of~~

AP 7240-10 Management Employees – Salary Provisions

~~Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. The LLB/JD degree must have been received on the basis of a four (4) baccalaureate degree from an accredited institution, as provided herein, and three (3) years of graduate law school.~~ **If an applicant voluntarily and without prompting discloses salary history information, the District may consider or rely on that voluntarily disclosed salary history information in determining the salary for the applicant.**

2.2.1.2 ~~If all of the conditions specified above are satisfied, the employee may be recommended for the first salary column wherein the rate of pay is not less than the most salary as specified in section 2.2.1.1.2.~~ Evidence substantiating past salary **(if applicable)** and related employment experience must be submitted to the District Office of Human Resources. Submission of documentation satisfactory to the District is the responsibility of the employee.

2.2.1.3 **An employee who holds an earned doctorate or LLB/JD degree at the time of employment shall receive a stipend in the amount of $3,500 per fiscal year, prorated by percent of employment. The degree must have been awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council on Education. The LLB/JD degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided herein, and three (3) years of graduate law school.**

2.2.2 <u>Promotions</u>: A regular (non-temporary) employee of the District who is promoted to an Executive officer position from a non-management position or from a management position at a lower salary range shall be placed on the first column of the appropriate salary range for the new position, which results in an increase in pay of at least four percent of the rate of pay for the position from which the employee is promoted, inclusive of any additional compensation in recognition of the earned doctorate or LLB/JD degree or for professional growth increments, but exclusive of overtime and other premiums.

2.2.3 <u>Salary Column Advancement</u>: The Board of Trustees may, if recommended by the Chancellor in consideration of the Executive officer's performance, advance the employee to the next column of the Executive Officer Salary Schedule, effective July 1 of any year, provided that during the previous fiscal year the employee has served in paid status for at least seventy-five (75) percent of the regular number of duty days for the employee's position.

AP 7240-10 Management Employees – Salary Provisions

3.0   **Temporary Management Employees**

3.1   The regular rate of pay for any person employed in a Temporary Special Project Administrator position shall be in accordance with the rate established for the position on the Temporary Special Project Administrator Daily Rate Schedule, prorated by the percentage of employment.

3.2   The regular rate of pay and salary placement for any person employed in a regular management position on a temporary basis as an interim appointment shall be in accordance with the provisions of section 1.0 of this procedure.

3.3   The regular rate of pay for any person employed in an Executive Officer position on a temporary basis as an interim appointment shall be in accordance with the provisions of section 2.0 of this procedure.

Date of Adoption: May 27, 2008

Date of Last Revision: May 23, 2022 District Consultation Council
                                              October 23, 2017 District Consultation Council
                                              September 22, 2014 District Consultation Council

DISTRICT CONSULTATION COUNCIL

Agenda Item Submittal Form

Date: August 15, 2024

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for District Consultation Council Meeting of August 26, 2024

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1.   <u>AGENDA ITEM NAME</u>

     Revised BP/AP 7600, Campus Safety Officers

2.   <u>AGENDA ITEM ACTION</u> (Please check all that apply.)

Information Only		Second Reading	X
Review/Discussion	X	Action	
First Reading		Consent Agenda Item	

3.   <u>ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION</u>: **30 minutes**

4.   <u>BRIEF NARRATIVE SUMMARY OF AGENDA ITEM</u>:

     At the February 23, 2022 meeting, a DCC item was submitted by Interim Fullerton College Vice President, Student Services for proposed revisions for BP/AP 7600, Campus Safety Officers. At that meeting, changes and rational were shared with DCC members, so that campus representatives could vet the policies/procedures concurrently and bring their recommendations back to a Safety Committee workgroup. No feedback was ever received, so the Vice Chancellor, Finance and Facilities was asked to start the discussion over.

     In a nutshell, the BP had only minimal changes, but there were significant changes proposed for the AP. Changes included adding definitions explaining community-oriented safety philosophy and outlining the general authority and role of Campus Safety Officers, including providing guidance on use of force, conducting searches, engaging in pursuits, authorization regarding traffic and parking violations, equipment, patrolling, and training.

     The revision's secondary purpose is so that the Standard Operating Procedures, required by Board policy, are established and documented.

5.   <u>RECOMMENDATION</u>:

     It is recommended that DCC members discuss AP/BP 7600 with their constituencies and be prepared to share that feedback at the October DCC meeting.

6.   <u>OTHER PEOPLE CONSULTED, INFORMED OR ATTENDING MEETING ABOUT THIS ITEM</u>:

     Members of the Campus Safety workgroup and Chancellor's Staff

NOTE: Please forward this form by required dates with all backup material to the Chancellor's Office.

BP   7600 Campus Safety Officer**s**

Reference:
Education Code Sections 72330.5 et seq.;
Government Code Sections 3300 et seq.

1.0   It is the policy of the Board **of Trustees** to protect the property of the District and to provide reasonable security measures to protect the District's students, employees, and visitors while on campus, with the understanding that students, employees, and visitors must assume the primary responsibility for their own personal safety and the security of their personal belongs.

2.0   The District shall employ campus safety officers, who shall provide services as security guards or patrol persons on or about the campuses owned or operated by the District. Their duties include, but are not limited to, protecting persons or property, preventing theft and vandalism of District property, and reporting any unlawful activity to the District and local law enforcement.

3.0   The Chancellor or designee shall enter into an agreement with local law enforcement agencies to request assistance for incidents that require resources not available to the District's safety officers and which shall provide that campus safety officers shall cooperate with local law enforcement in performing their duties. Local police agencies shall have jurisdiction on District premises to enforce Federal, State, and local laws, including criminal laws and Vehicle Code violations, and shall have the authority to investigate all criminal and moving traffic violations that occur on District property.

4.0   Every campus safety officer ~~who works more than twenty hours per week~~ shall complete a course of training developed by the Bureau of Security and Investigative Services of the Department of Consumer Affairs as required by Education Code Section 72330.5(b). An officer who is required to carry security equipment shall complete appropriate training and certification in the use of such equipment as specified by the District and state law.

5.0   Every campus safety officer shall meet other requirements set out in Education Code Section 72330.5.

6.0   The Chancellor shall establish procedures necessary for administration of campus security.

See Administrative Procedure 7600**, Campus Safety Officers.**

Date of Adoption: June 12, 2001

Date of Last Revision: May 6, 2009 Chancellor's Staff
                                 July 22, 2003

AP   7600 Campus Safety Officer**s**

Reference:

Education Code Sections 72330.5 et seq.;
Government Code Sections 3300 et seq.

1.0   Definitions

    1.1   "Campus Safety Officer" means an employee of Cypress College, Fullerton College, or North Orange Continuing Education with the title of Campus Safety Officer, Reserve Campus Safety Officer, Facilities Security Officer, Campus Safety Officer Coordinator, and Director of Campus Safety.

    1.2   "Community-oriented safety principles" means a philosophy that combines traditional aspects of law enforcement with prevention measures, problem-solving, community engagement, and appropriate community and campus partnerships (e.g., Behavioral Intervention Team).

    1.3   "Objectively reasonable" means that officers shall evaluate each situation requiring the use of force in light of the known circumstances in determining the necessity for force and the appropriate level of force.

    The evaluation of the situation includes, but is not limited to, the severity of the crime, whether an individual poses an immediate or imminent threat to the safety of the Campus Safety Officer or others, and whether the individual is actively resisting.

    Campus Safety Officers maintain the right to self-defense and have a duty to protect the safety of others. Campus Safety Officers are authorized to use only the amount of force that is objectively reasonable to perform their duties.

    1.4   "Probable cause" – Probable cause for an arrest exists when facts and circumstances, within the Campus Safety Officer's knowledge, would lead a reasonable officer to believe that an individual has committed or is committing a crime.

    1.5   "Reasonable suspicion" – Is the basis for detention when specific facts would lead any reasonable person to believe criminal activity has taken place or is taking place, and further investigation is required. Reasonable Suspicion is not sufficient for an arrest.

~~1~~**2**.0   Campus Safety Departments **and Community-Oriented Safety Philosophy**

    2.1   The Campus Safety Departments will apply community-oriented safety principles, problem solving techniques and other appropriate methods to foster a safe and inclusive educational environment. The Campus Safety Departments are committed to providing a safe and inclusive campus environment for students, faculty, staff, and visitors using a community-oriented philosophy. The Campus Safety Departments shall provide the

AP   7600 Campus Safety Officer**s**

safest possible environment within the scope of the authority, training, and job duties of its personnel. To contribute to student success in a supportive and safe environment, the Campus Safety Departments provide a variety of services and resources, such as escort services, safety awareness training and materials, traffic control, welcoming and visible presence on campus, safety patrols, and referrals to campus and community resources.

1.1**2.2**   The objectives of the ~~District's campus safety departments~~ **Campus Safety Departments** are to promote a safe and secure environment for the District's students, employees, and visitors, to provide for the protection of District property against theft and vandalism, and to increase **safety** awareness through appropriate crime prevention **and safety** programs.

1.2   ~~The District's campus safety departments will employ community oriented security principles, problem solving techniques and other appropriate methods that fit within and contribute to the educational philosophy and processes of the District. The District's safety officers are responsible for providing the safest possible environment within the scope of their authority, training, job duties and abilities.~~

~~2~~**3**.0   Campus Safety Officers

    ~~2~~**3**.1   General Authority and Role of **Campus** Safety Officers

        ~~2~~**3**.1.1   ~~The District's safety officers~~ **Campus Safety Officers** are non-sworn and unarmed. Their primary role, within the limits of the law and the authority granted by the Board **of Trustees**, is to protect the persons and property of the District, primarily through prevention, **deterrence, presence,** observation, and reporting. Other authorized functions may include monitoring safety standards established by the District, issuing parking citations on District premises pursuant to Section 21113(a) of the California Vehicle Code, enforcing District rules and regulations, monitoring facility access control, ~~and~~ providing assistance with special events**, and providing other general security functions**.

        ~~2~~**3**.1.2   ~~The District's safety officers~~ **Campus Safety Officers** are not **sworn** peace officers and **thus** are not empowered with police authority to enforce laws. No ~~District safety officer~~ **Campus Safety Officer** shall impersonate a police officer, **Sheriff Deputy, School Police Officer, law enforcement official,** or use a title, wear a uniform or badge, use an insignia or identification, or make any statement with the intent to give an impression that the **Campus Safety Officer** ~~safety officer~~ is a **acting as a sworn** peace officer **when on duty for NOCCCD**.

        3.1.3   Campus Safety Officers shall at all times be courteous, unbiased, and civil in accordance with NOCCCD Administrative Procedure 3050, Institutional Code of Ethics. Campus Safety Officers will act and serve with cultural intelligence and professionalism at all times.

        3.1.4   During situations that require an emergency response (e.g. active shooter), Campus Safety personnel are expected to follow personal

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protection tactics, established training, policies, and procedures. This may include collaboration with District administration and local law enforcement as needed.

3.1.5   **Campus Safety Officers are employees of the District. Periodically there may be a need for mutual aid and may be assigned to perform their duties at a different campus per the any current collective bargaining agreement.**

3.1.6   **Campus Safety Officers uphold campus safety standards throughout the student conduct and discipline process, including all applicable Board Policies and Administrative Procedures.**

~~2~~**3**.2   Authority to Question Persons

3.2.1   ~~District safety officers~~ **Campus Safety Officers** may question**,** ~~and~~ request identification**, and/or detain** ~~of~~ **any** person~~s~~ on District property when ~~probable cause~~ **reasonable suspicion** to do so exists with respect to ~~suspicious~~ circumstances involving persons, accidents, assaults or complaints **regarding the commission of a public offense**.

3.2.2   **Campus Safety Officers may detain an individual on campus for reasonable suspicion of involvement in criminal activity but short of probable cause to arrest. Detaining an individual is for investigative purposes and limited to a short period of time. If there are facts that a crime occurred, the local police department shall be immediately contacted and the situation referred to local police.**

3.2.3   **Campus Safety Officers have the authority to question and request identification of students when necessary, (Board Policy 5500, Standards of Student Conduct and Discipline) to investigate administrative violations of Board Policy. The authority to question does not give officers the authority to use force to detain an individual for solely violating a Board Policy that would not rise to the level of a crime or public offense. Officers shall use other means to identify the student and complete an incident report for violating the Board Policy 5500, Standards of Student Conduct and Discipline.**

3.2.4   **When an individual is detained, Campus Safety Officers are required to identify specific and articulable facts that would indicate to a reasonable officer that the person detained was involved in a crime or is involved in a crime. Officers are required to tell the detained person what they are investigating, and the reason for their detention.**

~~2~~**3**.3   Authority to Make Arrests

~~2~~**3**.3.1   ~~District safety officers~~ **Campus Safety Officers** are authorized **but not required** to effect a citizen's arrest on District property pursuant to Section 837 of the California Penal Code, within the limits of established District procedure:

AP 7600 Campus Safety Officer**s**

~~2~~**3**.3.1.1 ~~District safety officers~~ **Campus Safety Officers** are authorized **but not required** to make a ~~citizen's~~ **private person's** arrest where a public offense has been committed or attempted in the officer's presence on District property and detention of the suspect is reasonably necessary to defend or regain District or personal property or to defend the officer or ~~another~~ **others** from bodily harm.

~~2~~**3**.3.1.2 ~~District safety officers~~ **Campus Safety Officers** are authorized **but not required** to make a ~~citizen's~~ **private person's** arrest where a felony has been in fact committed on District property, ~~although~~ **whether or** not in the officer's presence, and the officer has ~~reasonable~~ **probable** cause for believing the person arrested to have committed it.

3.3.1.3 A Campus Safety Officer is authorized but not required to make a private person's arrest where a public offense has been committed on District property in the presence of the officer, and the officer reasonably believes the person arrested committed the offense.

~~2~~**3**.3.2 ~~District safety officers~~ **Campus Safety Officers** are authorized, pursuant to Section 490.5 of the California Penal Code, to detain a person for a reasonable time for the purpose of conducting an investigation in a reasonable manner where there is probably cause to believe the person detained is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property, or where there is probable cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property.

~~2~~**3**.3.3 ~~District safety officers~~ **Campus Safety Officers** are authorized to use reasonable and necessary force, within the limitations prescribed in section ~~2~~**3**.4 of these procedures, to make a ~~citizen's~~ **private person's** arrest or to detain a person for purposes of conducting an investigation as provided in section ~~2~~**3**.3.2 above.

~~2~~**3**.4 Authorized Use of Force

~~2~~**3**.4.1 ~~District safety officers~~ **Campus Safety Officers** are authorized to use the amount of force **objectively** reasonable ~~and necessary, within the limits of established District procedure,~~ to accomplish the lawful and authorized security objectives of the District.

~~2~~**3**.4.2 **Campus Safety Officers will use other reasonable means to gain compliance before resorting to force including: verbal commands, critical decision-making, tactical deployment and/or de-escalation techniques.** Where control of a situation cannot be accomplished through ~~advice, warnings and persuasion,~~ **these methods,** ~~District safety officers~~ **Campus Safety Officers** shall use only the amount of force **objectively**

AP 7600 Campus Safety Officer~~s~~

reasonable and necessary, given the facts and circumstances known at the time of the ~~event~~ **incident**, to accomplish the lawful and authorized security objectives of the District.

~~2~~**3**.4.3 ~~District safety officers~~ **Campus Safety Officers** are authorized to use low to intermediate levels of force, defined as follows:

~~2~~**3**.4.3.1 Low force is calculated to gain compliant behavior with no expectation of injury and includes the physical presence of the officer, verbal commands, request for additional personnel, gesturing**, or other similar measures.** ~~and physical contact involving a firm grip.~~

~~2~~**3**.4.3.2 Intermediate force is calculated to control or overcome resistance with no expectation of great bodily injury or death, but with some possibility of injury and includes physical control tactics such as holding, pulling, pushing, the application of handcuffs, and the use of pepper spray.

3.4.3.3 **Pepper spray or similar products authorized by the District will not be used at any time except as a defense measure when there is a threat of personal injury to the Campus Safety Officer or another person(s).**

~~2.4.4 The highest level of force approved is the use of a District issued pepper spray or similar products authorized by the District. Pepper spray will not be used at any time except as a defensive measure when there is an immediate threat of personal injury to the officer or another person.~~

~~2.4.5 District safety officers are authorized to use reasonable and necessary force, within the limitations prescribed above, to make a citizen's arrest, to defend or regain District or personal property, or to defend the officer or another from bodily harm.~~

~~2~~**3**.5 Authorization to Conduct Searches

~~2~~**3**.5.1 Except as provided in section**s** ~~2~~**3**.5.2 **and 3.5.3** below, ~~District safety officers~~ **Campus Safety Officers** are not authorized to conduct searches of persons, property, or vehicles.

~~2~~**3**.5.2 ~~District safety officers~~ **Campus Safety Officers** are authorized to conduct, pursuant to Section 490.5 of the California Penal Code, a limited and reasonable search where there is probable cause to believe that a person is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property, or where there is probable cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property. Only packages, shopping bags, handbags, or other property in the immediate possession of the person

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detained, but not including any clothing worn by the person, may be searched.

Campus Safety Officers are authorized to conduct, pursuant to Section 846 of the California Penal Code, a limited and reasonable search for weapons, only if the officer has probable cause to believe that the person arrested is in possession of a weapon. Any contraband or stolen articles discovered while searching for weapons should be left on the person arrested, unless there is a likelihood the person arrested will dispose of or use the items against the officer. Any items discovered or seized should be relinquished to responding law enforcement as soon as reasonably possible.

3.5.3 Campus Safety Officers may pat-down the outer garment of an individual subject to arrest. The purpose of the pat-down is for the safety of the Campus Safety Officer when there are articulable facts that would indicate the individual(s) detained may have weapons. The pat-down is limited to accessible weapons that could harm the Campus Safety Officer.

~~2~~**3**.6 Authorization to Engage in Pursuits

~~2~~**3**.6.1 Except as provided in ~~2~~**3**.6.2 below, the primary responsibility of ~~District safety officers~~ **Campus Safety Officers** is to observe and report information **to local law enforcement** where a fleeing suspect is observed leaving the scene. **Campus** Safety ~~o~~**O**fficers should make observations ~~while following at~~ **from** a safe distance **and immediately notify local law enforcement**.

~~2~~**3**.6.2 ~~Safety officers~~ **Campus Safety Officers** are authorized **but not required** to engage in foot or bicycle pursuits on District property to **detain or arrest for criminal activity, (837 PC).** ~~regain District or personal property. All pursuit shall end if the suspect exits District property. Safety officers shall not engage in foot or bicycle pursuits that may cause injury to themselves, innocent bystanders, or the suspect.~~

Campus Safety Officers may pursue off-campus if capture is imminent. It is the intent of this policy to limit pursuits to District property with few exceptions.

3.6.3 Campus Safety Officers are authorized to follow an individual who has committed a crime for the purpose of updating law enforcement as to the location of the individual.

~~2~~**3**.6.~~3~~**4** Vehicle pursuits, including automobiles, motorized cycles, or motorized cars and utility vehicles, are expressly prohibited **(excluding providing updates under section 3.6.3)**.

~~2~~**3**.7 Authorization Regarding Traffic and Parking Violations

AP 7600 Campus Safety Officer**s**

23.7.1 ~~Safety officers~~ **Campus Safety Officers** have the responsibility to observe and report moving traffic violations on District property, but are not authorized to make traffic stops. Violators will be identified via license plate and/or parking permit and will be referred to the appropriate campus administrator via memorandum or incident report. **Violators should not be confronted or blocked to obtain any compliance.**

23.7.2 ~~District safety officers~~ **Campus Safety Officers** may be authorized to issue parking citations on District premises for violations of parking regulations established by the District.

3**4**.0 Equipment

3**4**.1 Only District issued and approved equipment shall be carried or used by ~~safety officers~~ **Campus Safety Officers** while on duty. This includes uniform wear, both mandatory and optional. ~~Safety officers~~ **Campus Safety Officers** ~~may be authorized to carry and use handcuffs and pepper spray or similar products authorized by the District,~~ **may only carry authorized equipment,** subject to satisfactory completion of appropriate training and certification in the use of such equipment as specified by the District and state law. Equipment issued to ~~safety officers~~ **Campus Safety Officers** shall not be removed from District property without authorization.

3**4**.2 ~~Safety officers~~ **Campus Safety Officers** are expressly prohibited from carrying or using any deadly weapon on District property or in the performance of their duties. Deadly weapons include, but are not limited to, firearms, knives, batons, any razor with an unguarded blade, any pipe or bar used or intended to be used as a club, and those items listed in Section ~~12020(a)(1)~~ **16590** of the California Penal Code. Flashlights are provided for illumination only and shall not be used as a weapon.

4**5**.0 Patrolling

4**5**.1 ~~District safety officers~~ **Campus Safety Officers** will employ community-oriented security strategies, which shall include the use of foot, bicycle, and vehicle patrols. ~~Safety officers~~ **Campus Safety Officers** will not patrol or respond to calls outside designated District property **and/or established campus** patrol boundaries.

4**5**.2 The provisions of the state traffic laws and municipal traffic ordinances applicable to the drivers of vehicles upon the highways shall apply to the operation of all vehicles operated by ~~safety officers~~ **Campus Safety Officers** in the performance of their duties.

5.3 **Use of campus safety vehicles are restricted to licensed department drivers. The vehicles are for official District business. There shall be no unapproved transportation of individuals or unapproved ride-along. Driving or patrolling shall be done in a safe manner for conditions. Consideration of conditions includes the presence of pedestrians, heavy vehicular traffic, weather and road conditions and visibility. Campus Safety Officers shall follow all standard operating procedures and obey all traffic rules.**

AP 7600 Campus Safety Officer**s**

5.4 **Campus Safety Officers shall immediately report any accident to their immediate management supervisor. All facts associated with the accident shall be included in an incident report. Witnesses to the accident shall be interviewed and that information included in the incident report. For accidents on a public street, the local police department shall be requested to make an accident report.**

5.0 ~~Personal Bearing: It is essential that safety personnel be sensitive to the higher education environment. Safety officers shall at all times be courteous and civil to the public and to one another. Safety officers shall not use unnecessary harsh, profane or vulgar language when dealing with members of the public or fellow employees in an official capacity.~~

6.0 Training and Adherence to Policies and Procedures

6.1 ~~District safety officers~~ **Campus Safety Officers** shall, as a condition of employment, satisfactorily complete and maintain appropriate annual training and certification as specified by the District and state law.

6.2 Adherence to District policies and procedures governing the conduct of ~~safety officers~~ **Campus Safety Officers** is considered a condition of employment. Any violation of, deviation from, or abuse of these **Board** policies, procedures or regulations may result in disciplinary action, including termination.

7.0 Standard Operational Procedures: Campus safety departments shall establish written standard operational procedures consistent with these procedures, which shall be approved by the Chancellor.

8.0 Change in Procedures: Any change in approved procedures must be authorized by the Chancellor.

See Board Policy 7600, Campus Safety Officers.

Date of Adoption: June 12, 2001

Date of Last Revision: May 6, 2009 Chancellor's Staff
July 22, 2003

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: August 27, 2024

SUBJECT: Campus Safety Discussion

Action	
Resolution	
Information	X
Enclosure(s)	X

BACKGROUND: At the July Board meeting, Board President Evangelina Rosales requested an agenda item for the August meeting to discuss campus safety, specifically regarding allowing Campus Safety Officers to carry additional self-defense equipment beyond pepper spray.

District History of Campus Safety Considerations
The NOCCCD Campus Safety Oversight Committee met regularly from 2019-2021, comprising key district officials and campus representatives.

Key Outcomes
- April 3, 2019: Recommendations on uniforms and equipment approved, including handcuffs and pepper spray (with training), optional safety vests, and standard flashlights and radios. Tasers, batons, and ASP's not allowed.
- December 9, 2020: Review of AP 7600 changes in relation to draft Standard Operating Procedures (SOPs).
- 2019-2020: Focus on SOPs, Emergency Plan, and ICS training, later shifting to COVID response.
- Early 2021: TNG Consulting engaged for legal review of SOPs and BP/AP 7600.
- February 28, 2022: Draft BP/AP 7600 presented to District Consultation Council (DCC). Scott Lewis from TNG Consulting explained revisions. Discussion covered various aspects including training, oversight, and constituency involvement.
- The existing District Safety Committee was disbanded after May 10, 2022. Vice Chancellor Williams proposed using Chancellor's Staff for future discussions.

2023
- July 25, 2023: "NOCCCD Commitment to Safety" presentation to Board of Trustees, covering policies, procedures, and safety plans.
- Follow-up items included completing the Emergency Operation Plan, continuing trainings, updating MOUs with local police, and updating BP/AP 7600. (A copy of the presentation is attached)

2024
- Campuses tasked with distributing draft BP/AP 7600 for feedback.
- Campus Safety Committees to collect and route feedback to Vice Presidents of Student Services.
- Chancellor's Staff discussing additional equipment request as part of a comprehensive proposal.

Recent Legal Regulations and Statewide Guidance

6.b.1
Item No.

<u>New Title 5 Regulations Established May 2022</u>:
On May 23, 2022, the California Community College Board of Governors adopted new Campus Climate and Public Safety Regulations, effective January 1, 2023. Key points:

- Districts to adopt policies aligned with community policing principles.
- Establish public safety advisory boards.
- Engage campus stakeholders.
- Require campus police training on community policing principles.
- Revise hiring and promotion practices to ensure "guardian v. warrior" mentality.
- May require collective bargaining with labor groups.

https://www.aalrr.com/newsroom-alerts-3953

<u>CCC Chancellor's Office Task Force</u>:
In 2021, the Chancellor's Office established the California Community College Reimagining Campus Policing Task Force. Their January 2022 recommendations reflected the following student principles:

- Campus police should be a part of the campus community and culture.
- Campus police departments should reflect the diversity of student populations.
- Build trust between students and campus police.
- Listen to student concerns and perspectives.
- Treat students as equals.

https://www.cccco.edu/About-Us/News-and-Media/ccc-outlook-newsletter-archive/2022--campus-policing

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 2) Employee Experience – NOCCCD will provide an inclusive, equitable, and welcoming environment to support the wellbeing and professional growth of all employees.

How does this relate to Board Policy: This item is in accordance with Board Policy and Administrative Procedure 7600, Campus Safety Officers.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review the campus safety information and discuss whether or not there are any policy recommendations or considerations.

Byron D. Clift Breland		6.b.2
Recommended by	Approved for Submittal	Item No.

NOCCCD COMMITMENT TO SAFETY
CYPRESS COLLEGE
FULLERTON COLLEGE
NORTH ORANGE CONTINUING EDUCATION (NOCE)

Presented By:
Fred Williams,
Vice Chancellor of Finance and Facilities
and Mejon Kairan,
District Manager of Environmental, Health, & Safety

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Agenda

- Board Policies and Administrative Procedures - Safety
- Campus Safety Plan BP/AP 3500
  - Clery Reporting
- Emergency Response Plan BP 3505
  - Activation Guide Updates
  - Emergency Management Training Status
  - Emergency Drills
  - Emergency Communications
- Local Law Enforcement BP/AP 3520
- Campus Safety Officers BP/AP 7600

- Safety – OSHA Related BP 6800
  - Training Status and Offered Courses
  - Injury and Illness Prevention Program
  - Safety Committee
- Cypress College
- Fullerton College
- NOCE
- Follow-Up Items

2

Board Policies and Administrative Procedures - Safety

- BP/AP 3500 Campus Safety
- BP/AP 3501 Campus Security and Access
- BP 3505 Emergency Response Plan
- BP/AP 3510 Workplace Violence
- BP/AP 3515 Reporting of Crimes
- AP 3516 Registered Sex Offender Information
- BP/AP 3518 Child Abuse Reporting
- BP/AP 3520 Local Law Enforcement

- BP/AP 3530 Weapons on Campus
- BP/AP 3540 Sexual Assault and Other Sexual Misconduct
- BP/AP 3550 Drug Free Environment and Drug Prevention
- BP/AP 3560 Alcoholic Beverages
- AP 3570 Smoking on Campus
- BP 6800 Safety
- BP/AP 7600 Campus Safety Officers

Campus Safety Plan – BP/AP 3500

- It is the duty of each campus to provide a safe and secure work and learning environment for its students, faculty, staff, and visitors. Each campus accomplishes this by way of ongoing patrol by campus safety personnel, maintaining physical infrastructures and access, conducting safety committee meetings, and performing periodic safety inspections.
- Each campus specifies its availability hours and the location of its safety personnel on their campus website:
  - Cypress and Fullerton – 24/7
  - NOCE Anaheim – 6:30am-11pm M-Th; 6:30am–7pm F
- Clery Report – Due Annually by October 1st
  - All campus websites have the most current report for 2022

Emergency Response Plan – BP 3505

- Draft of Emergency Operations Plan – Completed July 2021

- Activation Guide Update
  - NOCE – Updated July 6, 2023
  - Cypress College – July 24, 2023
  - Fullerton College – Updated July 25, 2021
  - All campuses have an updated Emergency Operations Center (EOC) Organizational Chart

- Earthquake Drill
  - Took place at all campuses on October 20, 2022

- Active Shooter Drill
  - Took place on March 2023 at Anaheim and Fullerton
  - Took place in April 2023 at Cypress due to conflict of President's Forum

Emergency Response Plan – BP 3505 (continued)

- Emergency Communications
  - Per federal regulations, the District and campuses are legally required to inform their campus communities of a significant, immediate, or continuing threat or emergency.
  - The Communications/Public Relations departments of the District and Campuses are responsible for sending Emergency Notifications or Timely Warnings to employees and students.
  - The parameters for when/if a communication gets sent out, and what type it should be, are detailed in the NOCCCD Incident Communications Plan.
  - The main outlets for emergency and incident notifications are:
    - RAVE text messaging and voice system
    - Emails
    - Voice mails
    - Social media
    - Website posts

- All Employees are provided Disaster Service Worker Notification at time of hire (required by Master Mutual Aid Agreement)

Emergency Management Training Status – BP 3505 (cont):

National Incident Management System (NIMS)
Standardized Emergency Management System (SEMS)
Incident Command System (ICS)

- Offered Courses
  - EOC Training – in person
  - ICS Training – online (MyGateway)
    - IS 100 for Higher Ed – Intro to ICS
    - IS 200 Intermediate – Single Resource and Initial Action Incidents
    - IS 700 Intro to NIMS
    - IS 800 National Response Framework

Emergency Management Training Status – BP 3505:

National Incident Management System (NIMS)
Standardized Emergency Management System (SEMS)
Incident Command System (ICS)
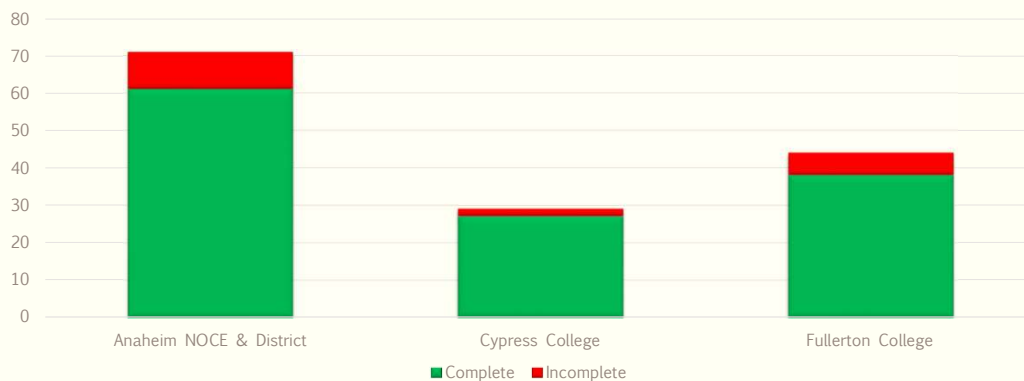
Local Law Enforcement – BP/AP 3520

- Campuses work closely with local law enforcement in coordination with major events and crimes
- Memorandum of Understanding (MOU) Agreements with:
  - Anaheim Police Department - 2018
  - Cypress Police Department - 2011
  - Fullerton Police Department - 2015

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Campus Safety Officers – BP 7600

- Training Requirements in line with Education Code Section 72330.5
  - Number of Officers at NOCE: 4 – **COMPLETE: 100%**
  - Number of Officers at Fullerton College: 13 – **COMPLETE: 100%**
  - Number of Officers at Cypress College: 16 – **COMPLETE: 100%**

- Standard Operating Procedures are completed

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Injury and Illness Prevention Program Overview – BP 6800

Purpose
· Provide a healthful and safe working environment for all students, faculty, staff, and visitors.

Management Responsibilities
· Implement and maintain safety policies and procedures
· Ensure training is complete and effective
· Ensure compliance through proper communication, reporting, documentation, and follow-up

Identification and Mitigation of Hazards
· Conduct proper identification of hazards via inspections, industrial hygiene reports, and/or employee concerns
· Mitigate identified hazards through hierarchy of controls – elimination, substitution, engineering controls, and/or PPE

Establishing a Safety Committee
· Safety Committee intends to address safety issues across the campus
· Main communication line between management and employees

Campus Safety Committees

Overview
- Involves representatives from different departments
- Directed to conduct meetings on a quarterly basis
- Must discuss a variety of safety topics, including but not limited to:
  - Injuries
  - Illnesses
  - Health and safety concerns
  - Emergency preparedness
  - Safety training
  - Fire safety
- Communicate/share meeting minutes with the rest of the campus

Campus Safety Committees (continued)

Anaheim Campus
- Led by Garett Bush, Campus Safety Officer Coordinator and Martha Gutierrez, VP of Student Services

Cypress College
- Led by Craig Lee, Director of Campus Safety and Dr. Stephen Schoonmaker, VP of Administrative Services

Fullerton College
- Led by Dr. Gilbert Contreras, VP of Student Services and Henry Hua, VP of Administrative Services

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Safety Trainings Offered by the District

- **Bloodborne Pathogens** (Oct 2022 & July 2023)
- Injury and Illness Prevention Program (Oct 2022 & July 2023)
- **Hazard Communication** (Oct 2022 & July 2023)
- Utility Cart (Sep 2022)
- Forklift (April 2023)
- Fall Protection and Safety Harness (May 9, 2023)
- **Slips, Trips, & Falls** (Nov 2023)
- Confined Space (proposed Aug 2023)
- Lockout Tagout (proposed Aug 2023)

- Elevating Work Platforms – Aerial Devices (May 2023)
- Asbestos & Lead Awareness (proposed Aug 2023)
- Respiratory Protection (proposed Aug 2023)
- Hearing Conservation (Mar 2023)
- Pesticide Safety (Feb 2023)
- Arc Flash (Propose Sep 2023)
- Hazardous Waste (Feb 2023)
- **Heat Illness Prevention** (Nov 2023)
- Fire Extinguisher (Proposed Sep 2023)

Items in GREEN are available through Edvantage

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We Take This Journey Together

Presented By:
Dr. Stephen Schoonmaker,
Vice President of Administrative Services
and Craig Lee, Director of Campus Safety
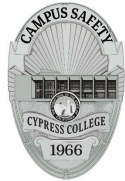
CYPRESS COLLEGE SAFETY AND SECURITY REPORT

Campus Safety is not an event, it's a philosophy.

"Only human beings can look directly at something, have all the information they need to make an accurate prediction, perhaps even momentarily make the accurate prediction, and then say that it isn't so."

— Gavin de Becker, The Gift of Fear: Survival Signals That Protect Us from Violence

EXPECTATIONS OF CAMPUS SAFETY

- Campus Safety (CS) coordinates planning and training with the following local agencies
  - Cypress Police Department (CYPD)
  - Buena Park Police Department (BPPD)
  - Orange County Bomb Squad
  - Orange County Fire Authority (OCFA)
  - Orange County Intelligence Assessment Center (OCIAC)
- CS Officers work closely with local law enforcement, especially in close proximity with CYPD, for an armed response in the event of an Active Assailant.

CYPRESS SAFETY MEASURES
Assessment & Data Analysis
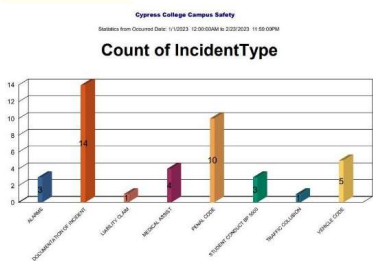
Facility Threat Assessments

CompStat

Departmental Emergency Action Plans

CYPRESS SAFETY MEASURES
Physical Protection – Classrooms & Offices

Emergency Lockdown Buttons

Interior Lock Solutions

Landline Phones

CYPRESS SAFETY MEASURES
Protective Shield

All
1st Floors

All
2nd Floor
Access Points

TRIAD
SECURITY SOLUTIONS

Bullet Resistant Film on all ground floor Windows

When window glass is protected by TSS Window Shield, the glass does not shatter and fall to the ground upon blunt force. This now throws off the timing of the assailant. He/she does not have the luxury to continue to hit the glass 10 times to create an opening large enough for him to walk through.
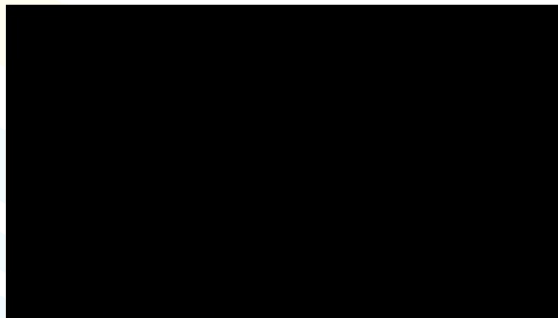
Since
2006

CYPRESS SAFETY MEASURES – Engagement and Support
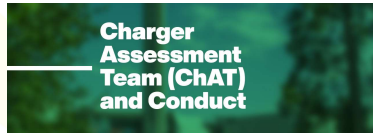
Charger Assessment Team

Charger Assessment Team (ChAT, aka BIT) serves as the centralized body for discussion, appropriate intervention, and coordinated action regarding disruptive, problematic, or concerning student behavior.

Cypress Safety Committee

The Cypress College Safety Committee is tasked with finding innovative ways to solve everyday issues that disrupt the campus learning environment.

CAMPUS COMMUNICATION Mass Notifications

The ability to broadcast an alert to all phones through the phones hands free speaker.

Rave Alert enables organizations to alert their communities instantly when seconds count.

Emergency computer messaging notifications can be distributed through our secure campus network

CAMPUS COMMUNICATION
Emergency Communication Improvements

Conversion of 911 – Before you had to dial 9-911. Now if you dial 911 you get a direct link to Cypress PD Dispatch (West Comm).
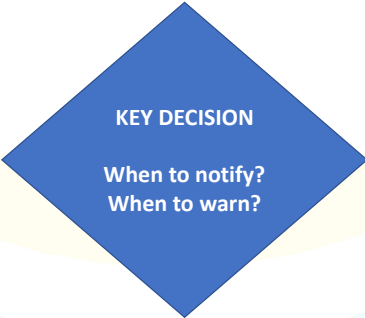
Campus capability to broadcast emergency notifications through loudspeakers on campus grounds

Post COVID inventory and replacement of all on-campus emergency radios deteriorated batteries, and re-deployment of operable devices

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CAMPUS COMMUNICATION
Clery Act – Timely Warning

KEY DECISION

When to notify?
When to warn?

"Whatever words we utter should be chosen with care for people will hear them and be influenced by them for good or ill."

-- Buddha

TRAINING

Spring 2023 Emergency Lockdown Drill

Fall 2022 Emergency Earthquake Drill
(including building & floor marshal training)

DE-ESCALATION
Strategies & Techniques
FOR CALIFORNIA LAW ENFORCEMENT

"De-escalation is the process of using strategies and techniques intended to decrease the intensity of the situation"
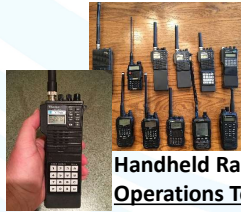
Summer 2022

Handheld Radio Operations Test

FEMA Training

Training with Local Law Enforcement Agencies

Cypress College
Introduction to EOC
Training

Emergency Operations Training

Mental Health First Aid for Public Safety
Presented by
Crisis Intervention Training (CIT)

Summer 2023

QUESTIONS?

Cypress College

Safety at
FULLERTON COLLEGE

Presented By:
Gilbert J. Contreras, Ph.D.,
Vice President of Student Services,
Henry Hua,
Vice President of Administrative Services,
and Lisa McPheron
Campus Communications Director

THE GREAT SHAKEOUT

ACTIVE SHOOTER DRILL

Emergency Preparedness & Drills

**MENTAL HEALTH &
FIRST AID TRAINING**

EMERGENCY PLANNING
(Floor Captains)

**STRYKER CHAIR &
DEFIBRILLATOR REVIEW**

NARCAN TRAINING

**Emergency
Preparedness
& Drills**

DOOR LOCKS

EMERGENCY PHONES

Facilities

Technology

Maxient
for Incident Reporting

SAFETY PREVENTION AND INTERVENTION

Fullerton College Safety Committee
Re-established

Student Support Resource Team (SSRT)

Threat Assessment (NaBITA Risk Rubric)

Communications Plan

Communications can be deployed after an initial threat assessment is done.

RAVE – Mass Text/Voicemail/Email Messaging

Fast moving social media, web and digital screen updating

Mutual aid with other directors of communications

Cisco phone broadcasting by Campus Safety

Press Media Experienced

Timely Warnings

CITY OF FULLERTON
SCHOOL SAFETY FIRST INITIATIVE

Community Collaboration

Strengthened Collaboration

GeoCode Buildings

Emergency Boxes

Questions?

IF YOU SEE
SOMETHING,
SAY
SOMETHING.

Thank You

**Student Support Resource Team (SSRT)
MEMBERS**

Dr. Gilbert Contreras, VPSS
Dr. Elaine Lipiz Gonzalez, Dean of Student Support Services
Dr. Jennifer LaBounty, Dean of Counseling & Student Development
Dr. Albert Abutin, Dean of Enrollment Services
Dr. Kim Orlijan, Dean of Humanities
Dr. Eddie Roth, Director of Disability Support Services
Theresa Ullrich, Interim Director of Student Health Services
Steve Selby, Director of Campus Safety
Jim McKamy, Campus Safety Coordinator
Dana Timmermans, Director of Behavioral Health Services
Rachel Roschel, Admin Assist III, Student Support Services
Graciela Galaviz, Specialist, Student Support Services

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Commitment to Safety
Anaheim Campus

NOCE
NORTH ORANGE
CONTINUING EDUCATION

Presented by:
Martha Gutierrez
Vice President of Student Services
and Roland Esquivel, Campus Safety

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North Orange Continuing Education

Accountability
Diversity
Equity
Excellence
Innovation
Integrity
Learning

Campus Safety Introduction

NOCE Campus Safety Introduction
- Anaheim Campus Safety Committee is a collaboration of members from NOCE and NOCCCD
- NOCE Campus Safety Department provides services to the Anaheim Campus
- NOCE Cypress and Wilshire Centers are served by their respective college Campus Safety
    - NOCE Campus Safety collaborates with our sister colleges' Campus Safety teams
- NOCE's off-site locations are served by their respective facility

Mission Statement
NOCE Campus Safety is dedicated to enhancing Anaheim Campus life by providing a safe, secure, and inclusive environment for all that is conducive to learning and consistent with the educational goals of this diverse institution. We are committed to building partnerships that foster trust, mutual respect, and cooperation, and upholding a standard of excellence in serving our community in an effective, unbiased, and professional manner.

Core Values
- Service to our communities
- Commitment to leadership
- Integrity in all we say and do
- Respect for people
- Quality through continuous improvement

North Orange Continuing Education

Accountability
Diversity
Equity
Excellence
Innovation
Integrity
Learning

Preparing for Emergencies

Anaheim Campus Safety Trainings
- Required training (NIMS/SEMS/ICS, FERPA, First Aid/CPR/AED)
- Annual campus drills: day and evening
    - Fall: Great Shake-Out and Fire/Evacuation drills
    - Spring: Active Shooter Response drill
    - Practice during drills and special events (ICS: Traffic Control Unit, Lock-down Campus)
- On-going professional development
    - OCIAC Behavioral Threat Assessment: Preventing Active Shooter
    - De-escalation for Campus Safety
    - Report Writing: Recreating the Event

Safety Measures
- Interior locks installed in all classrooms, newer offices, magnet strips for offices
- Employee ID cards for all NOCE employees implemented February 2020
- New camera installations and emergency phones
- Computerized Access Control System
    - Card access control for authorized employees
    - Lock-down card reader mechanism

North Orange Continuing Education

Collaboration in Action

#WeAre NOCE
Accountability
Diversity
Equity
Excellence
Innovation
Integrity
Learning

Emergency and Safety Communications
- NOCE Campus Communications collaborates with NOCCCD during any emergencies at the Anaheim Campus
- RAVE: Testing during drills; information on how to update emergency contacts
- Timely Warnings, Emergency Notifications, Campus Safety Alerts (e.g. thefts, coyote sightings)
- Radios: Radio assignments updates, Floor Marshal training, monthly radio checks
- Broadcasts: New phone system functions, researching cloud products
- Campus Safety Website: safety information, such as Annual Security Safety Report and emergency procedures

Anaheim Campus Safety Committee Accomplishments
- Emergency Preparedness: Training, protocols, and materials reviewed and updated
- Accident/incident summary reports:
  - Vehicle break-in prevention
  - Mitigating tripping hazards
- Safety Matters Newsletter: fall and spring issues distributed to all Anaheim Campus employees
- Safety Suggestion Box standing agenda item
  - Constituent group representatives
  - Physical Suggestion Box on second floor
  - Link to virtual Suggestion Box on noce.edu/campus safety

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North Orange Continuing Education

Behavior Intervention Team

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Excellence
Innovation
Integrity
Learning

Behavior Intervention Team (BIT) at the Anaheim Campus
- CARE launched Fall 2022
- Supports students in distress or whose behavior is a concern to others before behavior escalates
- Collaboration: Campus Safety, Counseling and Student Services, Disability Support Services

Training for CARE team
- National Association for Behavior Intervention and Threat Assessment (NABITA)
  - National conference attendance
  - Courses and webinars
- NOCE hosted Maxient training at the Anaheim Campus, Spring 2023
  - Attendees from NOCE, Cypress College, and Fullerton College

CARE Announced to Campus Community
- NOCE all staff email at the beginning of Fall Semester
- De-escalation training
  - Faculty during Flex Day in Fall 2022
  - Front-line classified employees in Spring 2023
- CARE referrals link on the NOCE homepage

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Questions?

NOCE
NORTH ORANGE
CONTINUING EDUCATION

Thank you

Follow-Up Items

- Complete Emergency Operations Plan and Activation Guides

- Offer NIMS/SEMS/ICS Trainings

- Update MOU's with Local Police Departments

- Offer Missing OSHA Trainings

- Align Standard Operating Procedures with BP/AP 7600 Campus Safety Officers

2022 REPORT

Call to Action: Reimagining Campus Policing Task Force Recommendations

California Community Colleges Chancellor's Office | Eloy Ortiz Oakley, Chancellor

Letter from California Community Colleges Chancellor Eloy Ortiz Oakley

The past two years have been revealing to say the least. COVID-19 exacerbated socio-economic disparities, especially among people of color. Civil and social unrest continued to reveal deeply rooted injustices and structural racism that persistently and negatively impacts all of us. These socio-economic upheavals can be catalysts for change and provide lessons for all segments of society.

As we absorb these lessons as a state and diverse community leaders, the California Community Colleges, and by extension, this Reimagining Campus Policing Task Force, we have a role to play in learning from 2020 and beyond. On behalf of the Board of Governors of the California Community Colleges, we have issued a broad, six-part Call to Action. To address the first area of the Call to Action, which is focused on campus policing practices, a diverse Reimagining Campus Policing Task Force has been assembled. After nearly a year, the task force has drafted a set of substantive recommendations to enhance campus policing and campus climate as well as impact student success as part of this broad Call to Action to mitigate structural racism.

This Reimagining Campus Policing Task Force was specifically engaged to mobilize around the first Call to Action:

1. **A California Community Colleges systemwide review of law enforcement officer and first responder training and curriculum.**

2. Campus leaders should host open dialogue and address campus climate.

3. Campuses should audit classroom climate and create an action plan to create inclusive classrooms and anti-racism curriculum.

4. District Boards review and update equity plans with urgency.

5. Shorten the time frame for the full implementation of the Diversity, Equity and Inclusion Integration Plan.

6. Join and engage in the Vision Resource Center "Community Colleges for Change."

When we look back in a year, or five years, what will we see? Will this task force be credited with recommendations that led to stronger policies and regulations that made a difference? Will college and campus police leaders be remembered for their

commitment to reimagining campus climate and public safety? Will students, faculty and members of the campus community feel more welcomed, secure and safe? We think all of this is possible. Thank you all for being part of this task force, for the difficult but necessary dialogue this work included, and for moving our system, state, students and communities forward in inclusive ways with meaningful and impactful recommendations.

Sincerely,

Eloy Ortiz Oakley, Chancellor

CALL TO ACTION: REIMAGINING CAMPUS POLICING TASK FORCE RECOMMENDATIONS

January 4, 2022

Prepared By

California Community Colleges Chancellor's Office
Reimaging Campus Policing Task Force

Call to Action: Reimagining Campus Policing Task Force Recommendations
California Community Colleges

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INTRODUCTION

As a student of color, I've had negative experiences with the police in the past. How welcome I feel on campus has a lot to do with the campus police force and how they treat students, especially students of color.

-Student member, Call to Action Task Force on Campus Police Reform

THE CALL TO ACTION

Increased attention to police brutality and violence against people of color has elevated scrutiny of campus police. Students have critiqued the inequitable treatment of students of color on their campuses by campus police. In doing so, the students are critiquing racial inequity in the campus climate. The California Community Colleges Chancellor's Office (Chancellor's Office) issued a *Call to Action for the California Community Colleges* in summer 2020 to eradicate systemic racism across the programs and services at California's community colleges. This scrutiny includes campus police training, practices and campus culture. The Student Senate, representing students at all 116 California community colleges, also called for accountability and action.

The Chancellor's Office established an 18-member task force, representing a diversity of stakeholders and campus executive leaders, to reimagine campus policing. This reimagining of policing is critically important and must be consistent with the system's commitment to equity. If we fail to examine all parts of the campus to promote an inclusive campus climate, then we fail to advance the system's *Vision for Success*. To support this overall effort, the Chancellor's Office partnered with Jobs for the Future (JFF) to facilitate the task force.

CAMPUS POLICING BACKGROUND

The evolution of campus policing can be traced to 1898 when Yale University hired two off-duty City of New Haven police officers to patrol the campus. Over the next 50 years, hundreds of colleges implemented similar campus policing functions. In the late 1960s and early 1970s, the first campus police departments appeared in response to growing levels of campus unrest. Part of the solution was for colleges and universities to create their own police departments that would keep order but also be part of the larger campus community. Via legislators, college administrators were successful in enabling legislation passed in multiple states, including California.[1]

Today, campus policing policy, regulations and data collection across California's community colleges is complex. The system office has limited data and line sight into local campus policing practices and policies. Local campuses have structured vastly different models of policing. Generally, community college policing is provided by an on-campus police department or through contracted services by a third party. This shapes how officers are hired, trained and evaluated, who is responsible for funding of services, and even the level of interaction on campus with students and faculty.

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[1] J. Sloan. **Race, Violence, Justice, and Campus Police.** Footnotes: The American Sociological Association. July/August 2020, Vol. 48 Issue 4. asanet.org

In addition, California's state constitution and Education Code creates a funding mechanism for community college policing[2] and establishes an entitlement to safe schools[3]. The Clery Act requires disclosure related to safety, specifically requiring community colleges to record specific campus crime statistics and safety policies for student and consumer protection.

SYSTEM IMPERATIVES

The work of the task force is part of a comprehensive, systemic effort to address the complexities of structural racism that has been an autonomous and distinct campus function. The Chancellor's Office provided leadership to drive several imperatives to:

- *Establish* **systemic campus policing reform**, not isolated practices, to fully address the need for cultural and practice changes that are consistent across the 116 community colleges.

- Advance recommendations that will **enhance transparency** in campus policing, so the campus community and police departments understand the impact of police student interactions on campus climate.

- Integrate the centrality of student well-being and success in the campus police culture to develop **student-centered policies and practices** that result in campus police playing a role in student success.

- ***Center diversity, equity and inclusion principles*** in campus policing reforms to develop campus policing culture and practices that reflect a commitment to the success of a campus's diverse student body.

THE TASK FORCE CHARGE

To make these imperatives actionable, the task force has met the clear charge from the Chancellor's Office to make recommendations concerning:

1. Baseline policies and regulations related to on-campus policing that bring practices into alignment with campus cultures that center student success.

2. Transparency of system and campus reporting on campus policing data and incidents to students and the public.

3. Recruitment and hiring to promote diversity among campus police.

4. Removal of police officers found to be unsuitable for on-campus employment.

5. State-level support and resources that will enhance campus efforts to reform campus and community policing practices and police personnel workforce reforms.

With this charge, the task force members developed recommendations for the Chancellor's Office that are actionable while also building out long-term and sustainable change across the system.

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[2] Cal. Const., art. XIII, § 36, subds. (a) and (e).

[3] (Cal. Const., art. I, § 28(b)(7); Cal. Const., art. I, § 28(f).)

Call to Action: Reimagining Campus Policing Task Force Recommendations
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TASK FORCE RECOMMENDATIONS

Reimagining campus policing is a multi-dimensional challenge. Changes of this magnitude require system-level infrastructure and the capacity to work collaboratively with campus leadership and stakeholders. Over the course of three task force meetings, the task force members rose to the challenge and developed recommendations that satisfied the Chancellor's Office charge. The chart below captures the recommendations.

Task Force Charge	Draft Recommendations
Baseline policies and regulations related to on-campus policing that bring policies into alignment with best practices	1. **Establish a structure for system and campus level coordination for operational** responsibility and accountability for safe and inclusive campuses. 2. **Integrate relevant commitments from *Vision for Success*/Diversity, Equity and Inclusion framework** into campus policing reforms to ensure student-centered redesign and student input for campus policing. 3. **Establish processes and guidelines for accountability** for campus policing that includes multiple campus stakeholders, including students. 4. **Expand category of "first responders"** to include mental health professionals, social workers, CARE trained faculty, staff and administrators, as well as other counselors, to minimize unnecessary police interactions and mitigate escalation. 5. **Redesign professional development** that promotes inclusive and equitable student-centered guiding principles for campus police and *staff/faculty* for productive interpersonal interactions (e.g., training on de-escalation techniques, peer intervention, interrupting bias)

Task Force Charge	Draft Recommendations
Increasing transparency of system and campus reporting on campus policing data and incidents to students and the public	6. **Establish Chancellor's Office systems-level campus policing data infrastructure** to support collection and analysis to inform campus safety, connect to student success, and provide a feedback system for improvement and transparency. 7. **Establish a baseline for systemwide data collection** with consistent Key Performance Indicators (KPI) for campus policing interactions and campus climate, disaggregated across student demographics. 8. **Determine an annual process in which campus police departments augment Clery Act data** with a report to students, campus community, and systemwide, campus policing performance and disaggregated data on campus police interactions.
Develop policy on recruitment and hiring to promote diversity among campus police	9. **Develop minimum performance standards** for campus police personnel that includes a framework, such as Critical Decision-Making Model and balanced scorecard, with public sharing of data for increased transparency and culture shift. 10. **Conduct a feasibility study for pathways into campus policing** by aligning to the emerging degree in Modern Policing, and possible development of an academy for training and professional development specific to college policing beyond the POST + model. 11. **Embed Diversity, Equity and Inclusion standards** into campus policing performance evaluations to promote an equitable and inclusive campus and workplace culture. 12. **Review hiring protocols across the system that promote DEI and student-centered values** (signaling commitment to "guardian" instead of "warrior" culture by encouraging recruitment of campus police from diverse sources, broadening beyond local/community police staff, and ensuring the contextual differences between on policing on college campuses and in other municipalities/communities.

Task Force Charge	Draft Recommendations
Develop policy for the removal of police officers found to be unsuitable for on-campus employment	13. **Ensure campus leadership has decision-making authority for removal** of officers, including when campuses contract with local police agencies. 14. **Develop clear accountability expectations for campus leadership** over campus policing practice and culture whether campus policing is campus-hired or outsourced. 15. **Develop policy, in keeping with recent legislation, for the ability of campus police departments to make a police officer's disciplinary history available** to other agencies when an officer is removed, such as those seeking a reference for future hiring. 16. **Establish peer-intervention training** and protection for officers who do intervene, from retaliation or other consequences.
Inform strategies for state-level support and resources that will enhance campus efforts to reform campus & community police practices and police personnel workforce reforms	17. **Set minimum campus police department standards** across the system with resources for attaining accreditation (POST, IACLEA, or similar) for transparency and cycles of review for continuous improvement. 18. **Establish a baseline campus-policing "landscape analysis"** to understand organizational and accountability structure for campus policing at the local level. 19. **Develop a college-student set of guiding principles (compact?)** to establish baseline expectations for campus police to interact with students and the campus community, and for students to have a voice in their campus experience and formal mechanism for reporting incidents (positive and negative). 20. **Review the reporting structure** of campus police departments to ensure the function of policing is integrated into college strategic and equity planning and is fully supporting the *Vision for Success* and DEI goals.

STAKEHOLDER ENGAGEMENT

These recommendations were the result of a robust process of engaging with the many voices expressing a deep desire for fundamental change. Diverse stakeholders from within the community college system and from the communities and organizations with expertise served on the task force.

TASK FORCE MEMBERS:

- **Matthew Besmer,** General Counsel for the State Center Community College District

- **Barbara Calhoun,** Clerk, Compton Community College, Trustee Area 2 representative

- **Stephanie Curry,** Reedley College Academic Senate Past President & Faculty Guided Pathways Coordinator

- **Michael Dolphin,** (retired) Chief of the Los Angeles County and Ventura County Workforce Services Division

- **Carole Goldsmith,** President of Fresno City College

- **Nekoda (Nikki) Harris,** Executive Director of Human Resources at the College of Marin

- **Lance Heard,** Mt. San Antonio College Academic Senate Co-Vice President & Professor of Administration of Justice

- **Kristen Huyck, EdD,** Director of Public & Governmental Relations, Marketing & Communications at Mira Costa Community College

- **Stephen Kodur,** (former SSCCC officer) Community Organizer at the Student Senate for California Community Colleges

- **Ka Ren Mac Calla,** (former SSCCC officer) President of the Black Student Union at Moorpark College

- **Obed Magny,** Police Office at Sacramento Police Department & Professor at Brandman University

- **Ross Miyashiro,** Vice President of Student Services at El Camino College

- **Jane Saldaña-Talley, EdD,** Vice President of Academic Affairs at Santa Rosa College

- **Linda Vaughn,** President of South Bay Regional Public Safety Training Consortium

- **Bryan Ventura,** Dean of Institutional Effectiveness and Advancement at East Los Angeles College

- **Amber Wade,** Chief of Police Napa Valley College

SUBJECT MATTER EXPERTS:

- **Josh Bronson,** Director of Education & Leadership Development, International Association of Campus Law Enforcement Administrators (IACLEA)

- **Chief, Dr. Clarence Green,** Vice President of Culture and Chief of University Police at Northwest Missouri State University

- **John Hetts, PhD,** Visiting Executive, Research and Data, California Community Colleges;

- **Benjamin Hunter,** Associate Vice President for Public Safety and Institutional Assurance and Superintendent for Public Safety at Indiana University

- **Lennor Johnson,** Vice President of Student Services and Equity at Imperial Valley College
- **Valerie Lundy-Wagner, PhD,** Assistant Vice Chancellor for the Research and Data Analytics Unit, California Community Colleges
- **Desirée Nero,** CEO, Epiphany Life, LLC and Leadership Instructor at Palm Beach State College Criminal Justice Institute

CHANCELLOR'S OFFICE STAFF:

- **Marty Alvarado,** Executive Vice Chancellor for Educational Services
- **Paul Feist,** Vice Chancellor for Communications
- **Lakresha Jenkins,** Administrative Assistant for Educational Services and Support
- **Marc LeForestier,** General Counsel
- **Sheneui Weber,** Vice Chancellor of Workforce and Economic Development

JFF TEAM:

- **Erica Acevedo,** Associate Director
- **Barbara Endel, PhD,** Senior Advisor
- **Sandra Lee,** Senior Program Manager
- **Lucretia Murphy, J.D., PhD,** Associate Vice President
- **Derek Niño, EdLD,** Associate Director

STATE AND NATIONAL STRATEGIC COMMUNICATIONS

To help inform and engage multiple constituents beyond the Task Force and their respective organizations, interested in this work, the Chancellor's Office activated a strategic communications plan. In 2021, the Chancellor's Office released a video featuring community college students, leaders from the Chancellor's Office and campus policing community brought the issues of equity, student success, and need for data to make the case for future actions. Second, a blog post was released framing the issues such as accountability, recourse for students, and effect of campus policing on the broader campus culture and climate. On-going communications to advance these recommendations will occur via digital media channels, student storytelling, and stakeholder engagement.

To engage a national audience, the Chancellor's Office sponsored a *Reimagining Campus Policing National Conversation* with several community college system leaders to share strategies and policy related changes. *Reimagining Campus Policing National Conversation* with thought leaders' virtual summit on reimaging campus policing. Attendees were from the largest community college systems in the country (IL, LA, NC, NY, FL, VA, and GA) and 7 dynamic college presidents from TX, MI, and MD, among others, to elevate reimagining campus policing with CA leading the way.

RESOURCES

- Campus policing video (https://www.ccco.edu/About-Us/News-and-Media/California-Community-Colleges-Outlook-Newsletter/ccc-police-reform)

- Blog (https://www.ccco.edu/About-Us/News-and-Media/California-Community-Colleges-Outlook-Newsletter/campus-policing)

- Workforce division police training webinar series

- Vision Resource Center postings of task force meeting agendas, data and information on campus policing
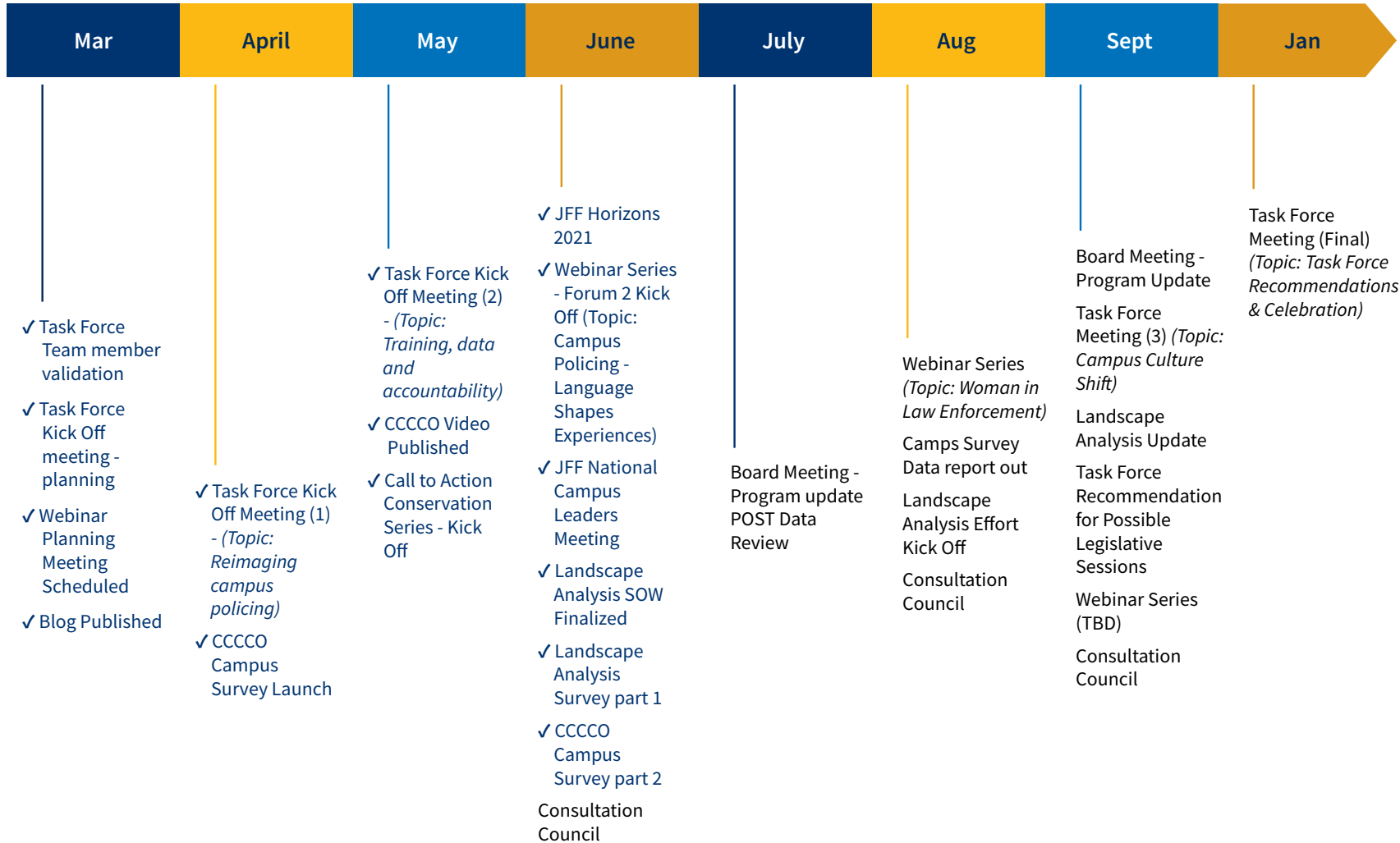
PROCESS AND TIMELINE

The process and structure of the Task Force was accomplished by designing four phases:

1. **Discovery Phase** with campus policing research, literature review, California community colleges regulatory and statute analysis, Title IX/Clery Act review, and over fifteen campus policing subject matter expert interviews within California, and with experts from across the country representing cutting edge 21st campus policing reforms). January-June 2021.

1. **Task Force Recruitment and Formation** with 18 Task Force members, including two students, were identified across the continuum of primary stake holder and participatory governance organizations (i.e. Student Senate, Faculty Senate, Board of Trustees, and CEOs,) accepted the invitation to serve on the Task Force. February-March 2021

2. **Recommendations Development** by the Task Force over the course of four half-day virtual meetings. The timeline is presented below. April-November 2021. A Briefing Book for Task Force members, synthesizing California's campus policing evidence base, and showcasing exemplar policies and practices from across the country was provided and updated for every meeting.

3. **Proposed Regulations** and Draft Board of Governor's Resolution was prepared by the Chancellor's Office in response to the guiding principles and values that emerged from the Task Force. On-going work on the regulations, policies, and/or resolution will continue from fall 2021 into spring 2022.

APPENDIX
Timeline of Task Force Activities 2021-2022

Mar	April	May	June	July	Aug	Sept	Jan

Mar
- ✓ Task Force Team member validation
- ✓ Task Force Kick Off meeting - planning
- ✓ Webinar Planning Meeting Scheduled
- ✓ Blog Published

April
- ✓ Task Force Kick Off Meeting (1) - *(Topic: Reimaging campus policing)*
- ✓ CCCCO Campus Survey Launch

May
- ✓ Task Force Kick Off Meeting (2) - *(Topic: Training, data and accountability)*
- ✓ CCCCO Video Published
- ✓ Call to Action Conservation Series - Kick Off

June
- ✓ JFF Horizons 2021
- ✓ Webinar Series - Forum 2 Kick Off (Topic: Campus Policing - Language Shapes Experiences)
- ✓ JFF National Campus Leaders Meeting
- ✓ Landscape Analysis SOW Finalized
- ✓ Landscape Analysis Survey part 1
- ✓ CCCCO Campus Survey part 2
- Consultation Council

July
- Board Meeting - Program update POST Data Review

Aug
- Webinar Series *(Topic: Woman in Law Enforcement)*
- Camps Survey Data report out
- Landscape Analysis Effort Kick Off
- Consultation Council

Sept
- Board Meeting - Program Update
- Task Force Meeting (3) *(Topic: Campus Culture Shift)*
- Landscape Analysis Update
- Task Force Recommendation for Possible Legislative Sessions
- Webinar Series (TBD)
- Consultation Council

Jan
- Task Force Meeting (Final) *(Topic: Task Force Recommendations & Celebration)*

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cccco.edu

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salarysurfer.cccco.edu

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