

Additional Information
February 13, 2018 Board Meeting

The following additional information was provided regarding the February 13 Board meeting agenda:

Item 3.a, Purchase Order Listing: P0121987: CCLC \$35,000 Consultant Services for Board Policy and Administrative Procedures: What all does this amount cover? **The work to be performed includes preparation of a cycle and timeline for policy review, researching and identify options for a process of policy review, researching and identifying top-quality sample language from other districts for policies and administrative procedures, drafting policies and procedures, and providing support for updating the Board Agenda Item Handbook.**

Item 3.e, Surplus and Obsolete Supplies and Equipment: What happens to the items unsold at auction? Are they donated or scrapped? **Unsold items go for a second round of auction. Items not sold at auction are sent for recycling. Any items that are not able to be recycled are offered for donation. Any remaining items that are not taken for donation are then disposed of. Please note that a majority of items going to surplus are not repairable and if not usable for parts will be disposed of.**

Item 3.f, Purchase of a Custom Built Vehicle for Fullerton College Media Studies Department: This item will be pulled from tonight's agenda and Fullerton College will resubmit this item for the February 27 Board meeting.

Item 3.h, Renew Consulting Agreement with Nossaman LLP:

1. When the contract was awarded, Nossaman was told that renewal would require evidence that they produce quantitative benefits specifically to this District that are sufficient to justify a contract renewal. This agenda item does not provide or cite such evidence. (Tracking bills and monitoring legislative committees is clerical and nonspecific to our District. What is the proof that an NOCCCD contract benefits NOCCCD?) **In addition to the standard tasks provided by a lobbying firm, including crafting state and federal legislative priorities, combing through the state and federal budgets, tracking bills, crafting letters, testifying on behalf of the District, etc., Nossman was instrumental in securing real legislative outcomes in 2017. Notable accomplishments included:**

- **Coordinated student testimony from Cypress College on SB 769 (Hill) expanding the Baccalaureate Degree Pilot Program.** Nossaman coordinated a student from the Cypress College B.A. program to provide lead testimony in support of SB 769 (Hill). Senator Hill used the student's experience in his opening comments when presenting the bill to the Senate Education Committee.
- **Successfully advocated for amendments to AB 1651 (Reyes) regarding paid administrative leave.** Nossaman coordinated several meetings with the Author's office, key Legislative Members, and the Governor's office regarding concerns with the original bill language. The District's concerns included the potential for the bill to have a chilling effect on students filing complaints, creating a tainted investigation process, and compromising the District's ability to conduct fair investigations. The bill was amended to remove the District's concerns, and signed by Governor Brown.

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- **Successfully advocated for amendments to SB 68 (Lara) which expanded the AB 540 program.** Nossaman worked with North Orange Continuing Education (NOCE) to draft amendments to SB 68 (Lara) that would allow noncredit students to more easily access the eligibility criteria provided within. Nossaman arranged a meeting with Senator Lara to discuss our proposed amendments. Senator Lara accepted our amendments and Governor Brown signed the bill into law.
- **Provided leadership in promoting a necessary Title 5 change.** Nossaman worked with the District and noncredit coalition to raise a Title 5 issue regarding apportionment for noncredit students. The repeal of Section 58003.3, Title 5 of the California Code of Regulations, will solidify the District's legal ability to claim apportionment for undocumented noncredit students. The item is expected to be passed by the Board of Governors in May 2018.

A full account of 2017 legislative accomplishments is attached.

2. If a contract renewal is justified, why should it be for two years? (That benefits Nossaman by guaranteeing them a raise in the second year, but why should NOCCCD do this?) **To date, the District has contracted with Nossaman for the last three years. Renewing the contract for a two-year period streamlines the approval process for the District, as well as takes us to the five-year mark. A request for RFP's will be sent out in 2019 to interview additional consultants. In addition, the contract stipulates that the agreement with Nossaman may be terminated without cause by the District with 14 days written notice, so we are not locked into two years.**

Item 4.a, Student Success Scorecard: The report does not include the scorecard for each campus? **The report includes all the data from the scorecard for each campus. We have organized the data in a way that allows for easier interpretation and better understanding of the implications. The Chancellor's Office presentation of the data can be viewed at:**

FC: <http://scorecard.cccco.edu/scorecardrates.aspx?CollegeID=862#home>

CC: <http://scorecard.cccco.edu/scorecardrates.aspx?CollegeID=861#home>

NOCE: <http://scorecard.cccco.edu/scorecardrates.aspx?CollegeID=863#home>

Item 4.b, Institutional Effectiveness Partnership Initiative: Innovation and Effectiveness Plan Revenue:

1. While this is an agenda item to accept new revenue, did the Board take action on this grant earlier? **No, the Board previously approved budget for the Districtwide Institutional Effectiveness Partnership (IEPI) Partnership Resource Team (PRT). This item is a separate IEPI PRT for Fullerton College. The College first requested to be visited by an IEPI PRT, and after the visit the College was granted an opportunity to apply for available resources.**

2. What were the self-identified issues for Fullerton College? **Fullerton College is working on coordinating institutional effectiveness efforts across the college. In the past, the dialogue, planning, and evaluation of institutional effectiveness was disjointed. In their**

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letter requesting services, Fullerton College asked for outside assistance and expertise in:

- Identifying a process to coordinate our institutional effectiveness efforts
- Evaluating the appropriateness of our current institutional effectiveness efforts
- Providing a space for the college to dialogue on institutional effectiveness with an outsider's view
- Seeing what has worked at other colleges
- Making institutional effectiveness meaningful across campus

3. Who were the team members who came as "volunteer experts?" **The Fullerton College PRT included:**

Kathy Hart, San Joaquin Delta, Superintendent/President

Hayley Ashby, Riverside City College, Associate Prof. Library, Faculty Assessment Coordinator

Brian Loffman, Hartnell College, Dean Research, Planning, and Institutional Effectiveness

Jesus Miranda, Cuyamaca College, Associate Dean of Student Equity and Engagement

4. What were the results of their findings and recommendations? **IEPI PRTs are designed to be a group of peers who listen to an institution's self-identified area of focus, ask probing/clarifying questions, and provide what they call a "menu of options" to address the area of focus. That being said, the PRT did agree with the College's self-identified need to have greater coordination of institutional effectiveness structures and processes, believed increased communication and dialogue on making institutional effectiveness meaningful is necessary to move toward a higher level of coordination, and advised the Office of Institutional Research and Planning to get as much data in front of the College as often as possible to keep the momentum going.**

5. Will the Board see the report? **There is no formal report on the subject. The College submitted its proposed plan and budget and the PRT will visit in March for an update on current implementation. No further reports are expected, but the College can provide an update once implementation is completed.**

Item 4.c, Study Abroad Program – Fall 2018 Barcelona, Spain: What is the timeline of when the Board approves a study abroad program? **About a year out from the program, a request for proposals (RFPs) is sent to vendors. Once the proposals are received they are assessed and a vendor is selected. The vendor's proposal is then fine-tuned and sent to Tami Oh, District Director of Risk Management, for review. Once she gives her approval, campus signatures are obtained and it is sent to the Board of Trustees for approval.**

Item 5.f, Supplemental Early Retirement Plan (SERP) Staff Participation:

1. Based off of who has decided to participate in the SERP, what is the breakdown of rehires within each campus? **The District-wide SERP participants includes a total of 118 employees from the following classifications:**

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**Academic and Classified Managers: 8
Confidentials: 3
Classified Staff: 46
Faculty: 61 (two faculty have rescinded)**

The total includes 9 from District Services, 41 from Cypress College, 57 from Fullerton College and 11 from NOCE. At the current time departments and the campuses are analyzing the impact to programs and services, and discussions on rehiring positions is in the early stages.

- 2. How does the length of service relate to calculated savings for the District? The savings are determined by the retiree's current compensation which reflects length of service and the salary of the replacement. The replacement may not necessarily be the same position.**
- 3. Which positions being vacated are considered critical to be filled? The CEO's have been tasked with reviewing their vacancies based upon the SERP retirees and having dialogue with the campus to determine which positions are critical. The Chancellor met with CSEA leadership to discuss high priority replacements from their perspective. Further discussion will take place during the Chancellor's Staff retreat on March 7th.**
- 4. What is the process and what is the criteria staff, faculty, and classified will use? The process has yet to be determined as there are many variables to be considered including enrollment, effects of the new funding formula, and findings from the organizational structural analysis.**



TO: Board of Trustees
North Orange County Community College District

DATE: February 12, 2018

FROM: Ashley Walker, Policy Advisor
Nossaman LLP

RE: 2017 Legislative Accomplishments

Nossaman was selected to represent the District on State and Federal legislative issues as of February 2016. We have had the pleasure of working with the District on a number of important policy issues impacting California Community Colleges in Sacramento and Washington D.C. Below please find an update on accomplishments performed by Nossaman, working with the District, in 2017.

Summary of Accomplishments in 2017:

- **Provided guidance and updates to the District's State and Federal Legislative Priorities.** Nossaman held several meetings with the District to discuss updates to the District's legislative priorities. Nossaman helped guide the process by giving suggestions based on the political climate in Sacramento and Washington D.C. Nossaman drafted significant updates to the priorities that reflected current policy discussions.
- **Weighed in on the State Budget process.** Nossaman drafted a detailed position letter on impacts of the 2017-18 State Budget as proposed by Governor Brown. Nossaman provided oral testimony at all Senate and Assembly Budget Committee hearings that were relevant to the District's priorities. Nossaman met with the Department of Finance and several key legislative offices to discuss the District's position on the State Budget.
- **Weighed in on the Federal Budget process.** Nossaman assisted the District with drafting a letter to the District's Congressional Representatives and Senators regarding the federal budget cuts to the Workforce Innovation and Opportunity Act (WIOA) Title I and Title II. The letters outlined the impacts of the cuts on the District's noncredit programs.
- **Coordinated Federal advocacy meetings focused on the WIOA Title I and II.** Nossaman coordinated meetings with the offices of all the District's Congressional Representatives and Senators to discuss the impacts of the WIOA budget cuts on the District's noncredit programs. Nossaman also held follow up meetings in Washington D.C. with the District's Congressional Representatives' offices.

- **Coordinated meetings in Washington D.C.** Nossaman arranged for the District to meet with the District's Congressional Representatives and Senators to discuss federal legislative priorities such as Deferred Action for Childhood Arrivals (DACA), WIOA and the reauthorization of the Higher Education Act.
- **Took several positions on State bills.** Nossaman made recommendations to the District on when to take a position on a bill. The District took positions on eight bills that directly reflected the District's legislative priorities.
- **Coordinated three Sacramento Advocacy Days.** Nossaman coordinated three advocacy days in Sacramento: one focused on noncredit, one focused on legislative priorities, and one as a "meet and greet" day for Dr. Marshall.
- **Participated in coalition lobby days.** Nossaman participated in two advocacy days with the Community College League of California focused on opposing two bills that the District was highly concerned about and had oppose positions on.
- **Coordinated student testimony from Cypress College on SB 769 (Hill) expanding the Baccalaureate Degree Pilot Program.** Nossaman coordinated a student from the Cypress College B.A. program to provide lead testimony in support of SB 769 (Hill). Senator Hill used the student's experience in his opening comments when presenting the bill to the Senate Education Committee.
- **Successfully advocated for amendments to AB 1651 (Reyes) regarding paid administrative leave.** Nossaman coordinated several meetings with the Author's office, key Legislative Members, and the Governor's office regarding concerns with the original bill language. The District's concerns included the potential for the bill to have a chilling effect on students filing complaints, creating a tainted investigation process, and compromising the District's ability to conduct fair investigations. The bill was amended to remove the District's concerns, and signed by Governor Brown.
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- **Convened a noncredit coalition with several other Districts.** Nossaman worked with NOCE and Mt. San Antonio College to convene a group of community college districts that either have large noncredit programs, or are interested in expanding their noncredit programs. In addition to individual Districts, the coalition also includes the Community College League of California and other Sacramento advocates who represent community colleges. The coalition was formed to work in a collaborative way toward noncredit and Adult Education Block Grant (AEBG) focused policy goals.

- **Provided leadership in promoting a necessary Title 5 change.** Nossaman worked with the District and noncredit coalition to raise a Title 5 issue regarding apportionment for noncredit students. The repeal of Section 58003.3, Title 5 of the California Code of Regulations, will solidify the District's legal ability to claim apportionment for undocumented noncredit students. The item is expected to be passed by the Board of Governors in May 2018.
- **Served as the advocate for the Orange County Community College Legislative Task Force, while the District is Chair.** Nossaman provides coordination for the Task Force's legislative efforts in Sacramento and Washington D.C. Nossaman will continue to serve the Task Force in this capacity while the District is Chair through mid-2018.
- **Provided weekly legislative reports and position memos.** Nossaman prepared weekly legislative reports that outlined every bill related to community colleges and the status of the bill in the legislative process. Nossaman additionally provided a weekly memo updates on the bills the District had taken a position on and the action items Nossaman had performed related to that bill.
- **Held twice-monthly calls with the District.** Nossaman held regularly scheduled calls with the Chancellor and Chancellor's staff to ensure the District was up to date on the latest policy developments in Sacramento and Washington D.C.