

# **BYLAWS of the Los Angeles Orange County Regional Consortium (LAOCRC)**

## **ARTICLE 1. FISCAL AGENT**

### 1.1 Selection of Fiscal Agent

**Who selects/how often**

#### 1.1.1 Role of the Fiscal Agent

**?**

### 1.2 Primary Office

The principal office of the LAOCRC shall be designated by the fiscal agent and located within the fiscal agent's district. The LAOCRC may have other offices outside of the fiscal agent's district within the California Community College Chancellor's Office designated Los Angeles and Orange County region.

## **ARTICLE 2. MEMBERSHIP**

### 2.1 Members

The LAOCRC shall be made up of the four Orange County Community College Districts, the nine Los Angeles Ring Community College Districts (plus Compton College), and the Los Angeles Community College District.

## **ARTICLE 3. CEO COUNCIL**

### 3.1 CEO Council

The CEO Council is comprised of the Chancellors, Superintendent-Presidents, and College Presidents designated by the Chancellors of the 14 community college districts in the Los Angeles and Orange County area, and the Provost/CEO of the Compton Community College District.

#### 3.1.2 Committee Chairperson

**Selection/term/when selected**

### 3.2 CEO Executive Committee

The CEO Executive Committee is comprised of five members of the CEO Council

#### 3.2.1 Appointment

Members are appointed by the CEO Council **(how often/when)**

#### 3.2.2 Chairperson

**How Selected? Term?**

### 3.3 College Presidents

The College Presidents group is comprised of the Presidents of the nine Los Angeles Community College District colleges and the nine Presidents at Orange County community colleges.

### 3.4 Dean Resource Associates (DRA)

The Dean Resource Associates are comprised of five members of the College Resource Leadership Council (CRLC); with one member from LACCD, two members from the LA Ring Districts, and two members from the OC Districts.

#### 3.4.1 Appointment

Members are appointed by the CRLC and will serve a term of two years. Dean Resource Associates must also be an appointed member of the College Resource Leadership Council.

#### 3.4.2 Term

DRA appointees serve a term of two academic years and may be reappointed to additional terms. Appointment of DRAs will occur every other year at the June meeting of the College Resource Leadership Council by a vote of simple majority.

#### 3.4.3 Chairperson

The CRLC Chairperson will be one of the five DRA appointments and will serve as the DRA Chairperson. A Vice-Chairperson will be selected by the DRA members.

#### 3.4.4 Vacancies

The College Resource Leadership Council will fill a vacancy at the next scheduled meeting by a vote of simple majority. The appointee will complete the remainder of the term vacated.

## **ARTICLE 4. COLLEGE RESOURCE LEADERSHIP COUNCIL (CRLC)**

### 4.1 Members

#### Current Practice:

The College Resource Leadership Council is comprised of 30 members, representing the 15 districts in the LAOCRC.

#### *Proposed:*

*The College Resource Leadership Council is composed of appointed members representing each of the 15 districts in the LAOCRC. The number of members per district will be allocated based upon the FTES of each district.*

*1,000-20,000 FTES; one member*

*20,001-40,000 FTES; two members*

*40,001-60,000 FTES; three members*

*60,001-80,000 FTES; four members*

*80,001-100,000 FTES; five members*

*100,001- 120,000; six members*

*Based upon 15-16 FTES from CCCCCO Data Mart:*

*1 member: Cerritos CCD, Citrus CCD, Compton, El Camino CCD, Glendale CCD, Rio Hondo CCD*

*2 members: Coast CCD, Long Beach CCD, Mt. SAC CCD, Pasadena CCD, Rancho Santiago CCD, Santa Monica CCD, South Orange CCD*

*3 members: North Orange CCD*

*4 members: -----*

*5 members: Los Angeles CCD*

Total: 28 members

#### 4.2 Appointment

Members are appointed by the Chancellors and Superintendent-Presidents, or designee, of each district.

#### 4.3 Council Chairperson

The Chairperson will be a voting member of the Council and be chosen by the CRLC to preside over the meetings and to approve the CRLC meeting agendas prior to dissemination and posting. The CRLC Chairperson must be an appointed member of the CRLC. The CRLC Chairperson will also serve as the DRA Chairperson.

##### 4.3.1 Appointment

The appointment of the Chairperson will occur every other year at the June meeting of the College Resource Leadership Council by a vote of simple majority.

##### 4.3.2 Term of Office

The Chairperson serves a term of two academic years and may be reappointed to additional terms.

#### 4.4 Council Vice Chairperson

The Vice Chairperson will be a voting member of the Council and be chosen by the CRLC to preside over the meetings and to approve the CRLC meeting agendas prior to dissemination and posting in the absence of the Council Chairperson. The CRLC Vice Chairperson must be an appointed member of the CRLC. The CRLC Vice Chairperson may be appointed to the DRA; however, unlike the CRLC Chairperson their appointment to the DRA is not automatic.

##### 4.4.1 Appointment

The appointment of the Vice Chairperson will occur every other year at the June meeting of the College Resource Leadership Council by a vote of simple majority.

##### 4.4.2 Term of Office

The Vice Chairperson serves a term of two academic years and may be reappointed to additional terms.

## **ARTICLE 5. LAOCRC STAFF**

### 5.1 Executive Director

How selected/role/evaluated (360 degree?)

### 5.2 Los Angeles County Director

How Selected/role/evaluated (360 degree?)

### 5.3 Orange County Director

How Selected/ Role/evaluated (360 degree?)

## **ARTICLE 6. SUB-REGIONAL COUNCILS AND COLLABORATIVES**

### 6.1 LA County Sub Regional Council

The LA County Sub-regional Council is comprised of 22 members, representing the 11 districts in the Los Angeles area.

#### 6.1.2 Chairperson

The LA County Sub Regional Council will be chaired by the Los Angeles County Director.

### 6.2 OC Sub Regional Council

The Orange County Sub-regional Council is comprised of 8 members, representing the 4 districts in the Orange County area.

#### 6.2.1 Chairperson

The OC Sub Regional Council will be chaired by the Orange County Director.

### 6.3 LA Collaborative

The LA Collaborative is comprised of the colleges, key talent in the LA area (Deputy Sector Navigators - DSNs, Technical Assistance Providers – TAPS), local educational agencies, interested campuses of the California State University and University of California, civic representatives, workforce development boards, representatives from the labor community, and economic development and industry sector leaders.

#### 6.3.1 Chairperson

The Los Angeles County Director will chair the LA Collaborative

### 6.4 OC Collaborative

The OC Collaborative is comprised of the key talent in the Orange County region (Deputy Sector Navigators - DSNs, Technical Assistance Providers), local educational agencies, interested campuses of the California State University and University of California, civic representatives, workforce development boards, representatives from the labor community, and economic development and industry sector leaders.

#### 6.4.1 Chairperson

The Orange County Director will chair the OC Collaborative

## ARTICLE 7. MEETINGS

### 7.1 Location of Meetings

Meeting locations will be established by the Chairperson of each committee or council with the mutual agreement of the fiscal agent.

### 7.2 CEO Council Meetings

#### 7.2.1 Purpose

#### 7.2.3 Notice of Meetings

#### 7.2.4 Quorum

#### 7.2.5 Voting

#### 7.2.6 CEO Executive Committee Meetings

#### 7.2.7 Purpose

### 7.3 DRA Meetings

The DRA shall meet at least quarterly, prior to the CEO meeting and attend the CEO Executive Council meeting, as scheduled.

#### 7.3.1 DRA Purpose

The DRAs represent the interests of the CRLC and communicate, advise, and collaborate with the CEO Executive Committee and the College Presidents.

### 7.4 College Resource Leadership Council Business Meeting

The College Resource Leadership Council shall meet monthly from September through June (minimum of 10 meetings).

#### 7.4.1 Purpose

The CLRC will be primarily responsible for the review and recommendation of programs in accordance with California Education Code, Title 5, and the Chancellor's Office. The council will collaborate, advise and coordinate efforts with LAOCRC Executive Director.

#### 7.4.2 Notice of Meetings

A subsequent annual calendar with meeting dates and program recommendation deadlines will be developed and approved by the CRLC no later than their June meeting.

#### 7.4.3 Quorum

Fifty percent plus one (50% + 1) of the CLRC members entitled to vote, represented in person, shall constitute a quorum at a meeting of the members. If less than a quorum of the members entitled to vote is represented at a meeting, no action may be taken.

#### 7.4.4 Voting

##### 7.4.4.1 Program Recommendation

Voting for Program Recommendation will be done via consensus, a process that seeks general agreement for the good of the whole. When consensus is reached, all CRLC members submit/voice a vote of "yes/aye" to indicate that they are either fully supportive

of the proposed program, or accept it as one they can agree to, even though they may have some concerns. A CRLC member may abstain from voting but that does not block passage. For consensus to be reached there must be a quorum of CRLC Members present. Matters for which consensus cannot be reached will be discussed and further data gathered and examined by the CRLC Members regarding claims of unnecessary duplication and insufficient LMI. The matter will then be presented again and put to a vote requiring two-thirds plus one of the CRLC members.

#### 7.4.4.2 All other Voting

For all votes not related to Program Recommendation, two-thirds plus one votes will pass the matter at hand.

### 7.5 Sub Regional Council Meetings

The Sub Regional Councils shall meet as needed. Meetings will be called by the Director/Chairperson of the sub regional council.

#### 7.5.1 Purpose

The Sub Regional Councils will prepare regional initiative plans and budgets. The councils will facilitate and assist colleges with leveraging the external resources and key stakeholders in the sub region required to successfully develop and implement Strong Workforce initiatives. The councils will collaborate with Workforce Development Boards (WDBs) in the sub region regions and Collaboratives to identify priority and emerging sectors, viable regional projects, and regional professional development opportunities.

#### 7.5.2 Notice of Meetings

Meetings should be scheduled with sufficient advanced notice for members to attend. Whenever possible a long term meeting schedule should be created.

## **ARTICLE 8. ADMINISTRATIVE PROVISIONS**

### 8.1 Minutes

Minutes shall be taken and posted on the LAOCRC website for all CEO, CLRC, DRA, and Sub regional council meetings.

### 8.2 Rules of Procedure

The rules of procedure at the CEO and CRLC meetings shall be rules contained in Roberts' Rules of Order on Parliamentary Procedure, newly revised, so far as applicable and when not inconsistent with these Bylaws.

### 8.3 Meetings by Telephone or Webinar

At the discretion of a council or committee chairperson, meetings may be held in full or partially by telephone or webinar. Participation by such means shall constitute presence in person at a meeting.

#### 8.4. Bylaws

These bylaws and any standing rules must be reviewed annually by the CLRC and CEO Executive Council.

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