



EXECUTIVE COMMITTEE MEETING
Friday, February 1, 2019 to Saturday, February 2, 2019
Oakland Marriott City Center, Oakland, CA

I. ORDER OF BUSINESS

A. Roll Call

President Stankas called the meeting to order at 10:40 a.m. and welcomed members and guests.

C. Aschenbach, M. Bean, A. Bruzzese (Via Zoom, 2/2/19), M. Cruz, D. Davison, G. Dyer, R. Eikey, S. Foster, S. Henderson, G. May, K. Mica, L. Parker, C. Roberson, and C. Rutan.

Liaisons: Dan Crump, Liaison, Council of Chief Librarians; Kelly Fowler, President, California Community Colleges Chief Instructional Officers; Miguel Fuentes, Executive Vice President, Student Senate for California Community Colleges; Ya'Mese Johnson, Regional Affairs Director, Student Senate for California Community Colleges; Rhonda Mohr, Vice Chancellor, Student Services and Special Programs.

Invited Guests: Pam Walker, Educational Consultant.

Staff: April Lonero, Executive Assistant.

B. Approval of the Agenda

MSC (May/Cruz) to approve the agenda with the following amendment:

1. Reorder the Student Equity Plan Paper from item IV. B. ii. to item IV. U.

C. Public Comment

This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.

Fred Teti, City College of San Francisco, was in attendance.

No formal public comment was entered.

D. Executive Committee Norms, pg. 5

Members were reminded of the Executive Committee Norms.

E. Calendar, pg. 7

Members were updated on deadlines.

F. Action Tracking, pg. 13

Members reviewed the Action Tracking and updated the document as necessary.

G. Local Senate Visits, pg. 15

Members updated the Local Senate Visits table.

H. Dinner Arrangements

Members were informed of dinner arrangements.

I. One Minute Check-In

Members shared a one minute check-in.

II. CONSENT CALENDAR

A. January 11-12, 2019 Meeting Minutes, Rutan, forthcoming

B. Equivalency Regional Meetings, Aschenbach, pg. 23

MSC (May/Cruz) to approve the consent calendar as presented.

III. REPORTS

A. President's/Executive Director's Report – 30 mins., Stankas/Mica

Stankas reported that the vacant Executive Committee position has been filled according to the ASCCC Rules by Michelle Bean of Rio Hondo college and welcomed her. Stankas also reported that he attended and presented at the Community College League of California's (CCLC) Effective Trusteeship and Board Chair Workshops and Annual Legislative Conference, January 25-27, 2019. Stankas reported that the Chancellor's Office is creating a task force to develop a faculty diversification plan and the Academic Senate will have two representatives. He noted conversations among stakeholders regarding the Governor's 2019-2020 budget including: the student centered funding formula, pressure on curriculum committees, and data metrics. Stankas has begun visiting Board of Governors members to provide information regarding the work of the Academic Senate.

Mica reported that the Multimedia Designer and Project Coordinator positions for the Academic Senate office were posted, with an anticipated start date of March 2019. Mica informed the committee that the lease agreement phase has begun in acquiring a new office space. An update was given on the event planning, including the Academic Senate's 50th Celebration at Spring Plenary.

B. Foundation President's Report – 10 mins., Aschenbach

Aschenbach reported that Mayra Cruz has joined the Foundation Board of Directors as Treasurer. Aschenbach informed the committee of a conversation between Mica and herself regarding the role and function of the Academic Senate Foundation. The Foundation is currently focusing its efforts on supporting faculty through scholarships to professional development events and mentorship.

C. Liaison Oral Reports (*please keep report to 5 mins., each*)

Liaisons from the following organizations are invited to provide the Executive

Committee with updates related to their organization: AAUP, CAAJE, CCA, CCCI, CCL, CFT, CIO, FACCC, and the Student Senate.

Dan Crump, Council of Chief Librarians (CCL) Liaison provided an oral report. Crump reported that the Library Services Platform (LSP) Project held a kickoff event February 1, 2019 in Costa Mesa to provide resources and an implementation structure for the project. It was noted that the Governor's 2019-2020 Budget does not include ongoing funding for the LSP, and that the CCL is working to support the inclusion of those funds. Crump discussed the role a CCL Workgroup played in the creation of the paper "The Role of the Library Faculty in the California Community College."

Miguel Fuentes, Student Senate for California Community Colleges (SSCCC) Executive Vice President and Ya'Mese Johnson SSCCC Regional Affairs Director provided an oral report. Fuentes reported on legislation the SSCCC has taken a position on, including: support for AB 2 (Santiago) "Community colleges: California College Promise", AB 6 (Reyes) "Early childhood education: Office of Early Childhood Education", AB 13 (Eggman) "Education finance: Higher Education Facilities Bond Act of 2020", AB 48 (O'Donnell) "Kindergarten-Community Colleges Public Education Facilities Bond Acts of 2020 and 2022", and opposition to AB 30 (Holden) "Community colleges: College and Career Access Pathways partnerships". Representatives from the SSCCC participated in a Student Advocacy Trip to Washington D.C. with student partners from the California State University and University of California Systems to discuss financial aid. The Spring General Assembly is April 5-7, 2019 in Sacramento, and there are currently twenty resolutions for the General Assembly.

Kelly Fowler, California Community Colleges Chief Instructional Officers (CCCCIO) President, provided an oral report. Fowler discussed the title 5 AB 705 Regulations that went to the Board of Governors for first reading in January. Fowler reported that the CIO Board has voted to support the Chancellor's Office financial aid reforms request. Fowler attended a pilot event with Institute for the Future to learn about innovations in online education. The CCCCCIO Spring Conference – Building Bridges, is April 17-19, 2019 at the Hilton San Francisco Financial District, with a pre-conference April 15-17 for deans who aspire to be CIOs. The conference will emphasize equity and diversity in hiring, guided pathways, and the student-centered funding formula.

IV. ACTION ITEMS

A. Legislative Report – 30 mins., Davison, pg. 25

The Executive Committee received an update on current legislative issues. Davison noted bills of interest including: AB 30 (Holden) "Community colleges: College and Career Access Pathways partnerships", AB 232 (Cervantes) "Community colleges: veterans", AB 239 (Salas) "Community colleges: registered nursing programs", and AB 244 (Voepel) "Postsecondary education: student financial aid: Cal Grants". The Academic Senate Legislative and Advocacy Committee is being asked to make recommendations regarding articulation to AB 232 (Cervantes), and recommendation to AB 130 (Low)

“Postsecondary education: Office of Higher Education Performance and Accountability” to include Academic Senate representatives from all three segments of higher education.

Governor Newsom’s 2019-2020 budget proposal holds the student success factor of the Student Centered Funding Formula at ten percent until an oversight committee makes a recommendation. The committee discussed the possible expansion of the baccalaureate degree pilot program.

No action by motion was taken on this item.

B. Faculty Diversification – 40 mins., Stankas, pg. 31

The Executive Committee received an update on Faculty Diversification in the system. Stankas reported that Deputy Chancellor Daisy Gonzales is creating a workgroup regarding faculty diversification including representation from the Academic Senate, the Association of Chief Human Resource Officers (ACHRO), and the Community College League of California (CCLC) to work in conjunction with the Equal Employment Opportunity and Diversity Advisory Committee. The Chancellor’s Office’s Building Diversity Summit is February 8-9, 2019 in Los Angeles. It was requested that members encourage faculty to register for the Hiring Regionals on February 21, 2019 at Bakersfield College; February 25, 2019 at Yuba College; and February 28, 2019 at Norco College.

No action by motion was taken on this item.

i. ASCCC Faculty Diversity Leadership Program, Henderson, pg. 33

The Executive Committee discussed a Faculty Diversity Leadership Program to diversify the statewide service applicant pool. Members suggested training and professional development opportunities. The Academic Senate Foundation, the Equity and Diversity Action Committee, and the Faculty Development Committee will bring this item to the May Executive Committee Meeting for further discussion.

No action by motion was taken on this item.

Follow up: The Academic Senate Foundation, the Equity and Diversity Action Committee, and the Faculty Development Committee will bring this item to the May Executive Committee Meeting for further discussion.

C. AB 705 Update – 20 mins., Stankas, pg. 69

The Executive Committee received an update on the AB 705 implementation at the Chancellor’s Office. The AB 705 Regulations were read at the Board of Governors meeting on January 14, 2019. The comment period is open and the regulations will be considered for adoption at the March Board of Governors Meeting.

May informed the group of the AB 705 Data Revision Project and the changes to CB 21 coding based on AB 705 Regulations and the Student Centered Funding

Formula. The revision project met to discuss the current CB 21 coding and to propose new codes to be created, including: CB 25 to indicate nontransferable course outcomes in English/reading, mathematics/quantitative reasoning, and ESL; CB 26 to indicate if a course meets local or transfer level requirements in quantitative reasoning and composition; CB 27 to indicate how a course transfer (elective credit, general education, major requirement) to UC and CSU systems; and CB 28 to indicate if a course is a support course related to AB 705. In January the new rubrics were sent to the California Community Colleges Curriculum Committee (5C) and presented at the SLO Symposium for feedback. In February the Chancellor's Office will ensure that the Management Information System (MIS) vendors have the ability to include the updated data elements. Regional meetings are in March to gather faculty feedback and recommendations. The regional meetings are March 5, 2019 at Skyline College, March 7, 2019 TBD, March 13, 2019 at MiraCosta College, and March 18, 2019 at College of the Canyons.

MSC (Eikey/Aschenbach) to support the work of the AB 705 Data Revision Project as presented.

D. CCC Guided Pathways Award Program – 10 mins., Stankas, pg. 71

The Executive Committee received an update on the implementation of the CCC Guided Pathways Award Program. Roberson informed the committee that four new taskforce members were appointed. Roberson reported that the Guided Pathways Faculty Leads are drafting resolutions to endorse tools for Guided Pathways and raise concern over the technical limitations of CCCApply. Roberson noted the campus visits, the convocations, and the Institutional Effectiveness Partnership Initiative (IEPI) workshops that the Guided Pathways Taskforce will attend. Stankas shared areas of focus for the 2019-2020 Guided Pathways statement of work to include supporting colleges with: program review and budget planning, guided pathways onboarding, and technical assistance for colleges.

i. Publications Guideline Update for Guided Pathways Canvas Website – 15 mins., Roberson/Davison, pg. 73

The Executive Committee reviewed the Guided Pathways attribution guidelines. Roberson shared that the attribution method was determined with consideration to the concern that the Academic Senate logo and name remain on altered documents. This attribution is under the creative commons license.

MSC (Foster/Eikey) to endorse the use of the Creative Commons citation for materials on the Guided Pathways Canvas website.

E. Strong Workforce Program Recommendations – 10 mins., Stankas, pg. 75

The Executive Committee received an update on the Strong Workforce Program Recommendations. Aschenbach reported that the CTE Minimum Qualifications workgroup is revising the equivalency toolkit based on faculty feedback. The CTE Leadership and Standards and Practice committees will hold regional workshops during spring 2019 to improve and share best practices regarding the

use of equivalency.

Davison reported that the Credit for Prior Learning (CPL) Advisory Group is meeting February 5, 2019 to review draft title 5 changes to broaden the use of CPL by exam. Recommendations will be sent to 5C. Following 5C approval, the draft will be forwarded to Consultation Council in April, and if approved, the final draft will be sent to the Board of Governor's for reading at their May meeting and adoption during their July meeting. A subgroup is working on the processes and procedures for implementing credit for prior learning for veterans.

No action by motion was taken on this item.

F. Revise Academic Senate Rules – 60 mins., Stankas, pg. 77

The Executive Committee discussed a revision to Academic Senate Rules based on a conversation from the January Executive Committee Meeting. Members illustrated the barriers impeding diverse faculty participation in local and state level leadership activities, and steps to remove obstacles. The committee mentioned partnerships with Umoja Community, the Puente Project, and the African American Male Educational Network and Development (A²MEND). Members suggested evaluating the Academic Senate faculty application for statewide service and appointment procedures.

The committee discussed the trickle-down process and the need for data to evaluate the impact it has had on faculty diversity. Members suggested methods to gather more input from faculty regarding the elections process.

No action by motion was taken on this item.

G. Curriculum Institute Theme and Structure – 15 mins., May, pg. 81

The Executive Committee discussed the theme and structure for the 2019 Curriculum Institute. The Curriculum Committee suggested a mystery and detective theme with interactive activities. The Curriculum Institute will include an interactive workshop for pre-session. Members recommended breakout topics including guided pathways, student services, education code, title 5 changes, noncredit instruction, and equity in curriculum.

No action by motion was taken on this item.

H. Spring 2019 Curriculum Regional Meeting Program – 10 mins., May, pg. 83

The Executive Committee reviewed the Spring 2019 Curriculum Regional Meetings program. May informed the committee of the structure of the regional. Members suggested topics including big picture curricular ideas, 2019-2020 curricular changes, and equity minded revisions.

MSC (Aschenbach/Davison) to approve the framework of the program draft allowing for changes in topic and focus.

I. 2019 Career and Noncredit Education Institute – 10 mins.,

Aschenbach/Rutan, pg. 85

The Executive Committee reviewed the draft program for the 2019 Career and Noncredit Education Institute and provided feedback. Aschenbach noted a pre-session will be developed for the Career Technical Education (CTE) and Noncredit Liaisons. It was shared that travel scholarships are available for faculty to attend from the Strong Workforce Program. Topics were suggested included: work based learning information, the CTE Equivalency Toolkit, counseling information, credit for prior learning information, information about AB 705 and noncredit, industry partnerships, and faculty diversification. The CTE Leadership Committee and Noncredit Committee will bring a draft to the March Executive Committee Meeting.

MSC (Eikey/Cruz) to approve the draft outline for the 2019 Career and Noncredit Education Institute program with room for modification.

Follow up: The CTE Leadership Committee and Noncredit Committee will bring a draft to the March Executive Committee Meeting.

J. Work-Based Learning Paper – 20 mins., Aschenbach, pg. 91

The Executive Committee reviewed the draft of “Work Based Learning in California Community Colleges” and provided feedback. Members discussed the inclusion of tables, FAQs, and bullet points for organization and readability. The CTE Leadership Committee will bring the paper to the March Executive Committee Meeting with revisions for a second reading and possible action.

No action by motion was taken on this item.

Follow Up: The CTE Leadership Committee will bring the paper to the March Executive Committee Meeting.

K. Update of the paper “Noncredit Instruction: Opportunity and Challenge” – 20 mins., Rutan, pg. 103

The Executive Committee reviewed the revised 2009 paper “Noncredit Instruction: Opportunity and Challenge” and provided feedback. Members discussed the inclusion and expansion of information regarding bargaining units, the student centered funding formula, accreditation, and equity minded outcomes. The Noncredit Committee will bring the paper to the March Executive Committee Meeting with revisions for a second reading and possible action.

No action by motion was taken on this item.

Follow Up: The Noncredit Committee will bring the paper to the March Executive Committee Meeting.

L. SLO Symposium – 15 mins., May/Foster, pg. 163

The Executive Committee discussed the role of the ASCCC with the 2020 Student Learning Outcomes (SLO) Symposium. The committee outlined the successes and challenges of the creation and execution of the 2019 SLO Symposium. The

discussion centered around whether the ASCCC has the bandwidth to continue with collaborating on this event or if SLOs can be folded into an existing event, such as Curriculum Institute or Accreditation Institute. It was noted that the Academic Senate will hold an Accreditation Institute in 2020, and will consider the inclusion of SLOs within the program or other ASCCC existing events.

MSC (Aschenbach/Davison) that the ASCCC will not hold an SLO Symposium in 2020 and address the need as part of the 2020 Curriculum Institute or other 2020 events.

M. Faculty Roles in Planning and Budget Paper – 20 mins., Foster, pg. 165

The Executive Committee reviewed the draft of the “Faculty Roles in Budget Processes” and provided feedback. Members suggested the inclusion and expansion of information regarding 50% Law and the Faculty Obligation Number, the diversification of faculty hiring, and local senate president roles. The committee recommended continued revision of this paper to be brought to 2019 Fall Plenary for approval.

No action by motion was taken on this item.

Follow Up: The Accreditation Committee will bring the paper to the May Executive Committee Meeting.

N. Accounting Policies and Procedures – 15 mins., May/Mica, pg. 183

The Executive Committee reviewed the amended Accounting Policies and Procedures manual. Members discussed the use of electronic methods to submit receipts for reimbursement, the reimbursement timeline, the procedure around accidental Senate credit card use, and the accounting challenges of travel advances.

MSC (Rutan/Foster) to accept the Accounting Policies and Procedures.

O. 2019 Spring Plenary Session Preliminary Program – 60 mins., Stankas/Mica, pg. 213

The Executive Committee reviewed 2019 Spring Session draft program and provided feedback. Stankas clarified the roles of the committee members assigned to each breakout and discussed material deadlines. Members discussed the general sessions, breakout topics, and the timing and length of sessions. Members suggested the inclusion of topics such as the faculty role in the budget process and developing budget principles, the realities and expectations of Academic Senate leadership roles, and information regarding the California Association of Black School Educators.

MSC (Roberson/Parker) to approve the 2019 Spring Plenary Session Outline.

P. Legislative Training for Leadership Institute – 10 mins., Davison, pg. 215

The Executive Committee discussed activities and topics for the pre-Leadership Institute legislative training. The training will begin with lunch on Wednesday,

June 12, 2019 and a include Capitol Building tour and Chancellor's Office tour Thursday, June 13, 2019. Members suggested topics regarding legislator responses to faculty diversification and time for faculty to visit their local representatives' office at the Capitol. The Legislative and Advocacy Committee will bring a program for review at the March Executive Committee Meeting.

MSC (Aschenbach/Davison) to approve holding Legislative Training Pre-Conference to the 2019 Leadership Institute.

Follow up: The Legislative and Advocacy Committee will bring a program for review at the March Executive Committee Meeting.

Q. Faculty Development Committee – 15 mins., Cruz/Eikey/Parker, pg. 219

The Executive Committee received an update on the Faculty Development Committee. Cruz reported that the Faculty Hiring Survey was distributed and responses are due February 15, 2019. Members reviewed the Womyn's Leadership Circle and provided feedback. Cruz recommended the inclusion of breakout sessions regarding Womyn's Leadership at the 2019 Spring Plenary Session and the 2019 Leadership Institute. Members raised concern regarding the message sent by the Executive Committee's focus on one population of individuals. The committee discussed the possible creation of a Womyn's Caucus. It was noted that Executive Committee members cannot participate in the creation of caucuses. Stankas informed the committee that objective 4.2 of the Academic Senate strategic plan includes the evaluation of the role of caucuses in the 2019-2020 academic year.

MSC (Aschenbach/Bean) accept the proposed action plan, excluding the two steps regarding the Womyn's Caucus, for exploring Womyn's Leadership.

R. Approve Filing of Federal Form 990 Fiscal Year 2017 Tax Return – 15 mins., May/Mica, pg. 227

The Executive Committee reviewed the Form 990 for Fiscal Year 2017. May informed the committee that the hours per week are based on 52 week work year.

MSC (Rutan/Eikey) to approve the submission for the Form 990 for the Fiscal Year 2017 Tax Return.

S. Library Faculty Role Paper – 20 mins., Stankas, pg. 229

The Executive Committee reviewed "The Role of the Library Faculty in the California Community College" and provided feedback. Members suggested the inclusion and expansion of the recommendations, information regarding 50% Law and the Faculty Obligation Number, the Library Services Platform (LSP), and open educational resources (OER). The Transfer, Articulation, and Student Services Committee will bring the paper to the March Executive Committee Meeting with revisions for a second reading and possible action.

No action by motion was taken on this item.

Follow up: The Transfer, Articulation, and Student Services Committee will bring the paper to the March Executive Committee Meeting.

T. Online Tutoring Paper – 20 mins., Stankas, pg. 231

The Executive Committee reviewed “Effective Practices for Online Tutoring” and provided feedback. Members suggested the inclusion and expansion of information regarding Americans with Disabilities Act (ADA) compliance, the evaluation methods for online platforms, digital badging, and equity for students. The Transfer, Articulation, and Student Services Committee will bring the paper to the March Executive Committee Meeting with revisions for a second reading and possible action.

No action by motion was taken on this item.

Follow up: The Transfer, Articulation, and Student Services Committee will bring the paper to the March Executive Committee Meeting.

U. The Student Equity Plan Paper, Henderson, pg. 35

The Executive Committee reviewed “Student Equity: Guidelines for Developing a Plan” and provided feedback. Members suggested the inclusion and expansion of the definition of student equity, the core commitments of the Vision for Success, additional student populations, unintended consequences of programs, the recommendations to the Board of Governors, and updates to the glossary. The Equity and Diversity Action Committee will bring the paper to the March Executive Committee Meeting with revisions for a second reading and possible action.

No action by motion was taken on this item.

Follow up: The Equity and Diversity Action Committee will bring the paper to the March Executive Committee Meeting.

V. DISCUSSION

A. Chancellor’s Office Liaison Report – 45 mins. pg. 233

Rhonda Mohr, Vice Chancellor, Student Services and Special Programs, provided an oral report. The AB 705 Regulations were read at the Board of Governors meeting on January 14, 2019. The comment period is open and the regulations will be considered for adoption at the March Board of Governors Meeting. The AB 705 English as a Second Language (ESL) Workgroup will meet February 4, 2019 to discuss any further recommendations. Mohr reported on several deadlines for colleges including a recertification for Guided Pathways in March, the local goals due on May 31, 2019, and the student equity plan due June 30, 2019. The Chancellor’s Office is revising the Guided Pathways Self-Assessment to shift to the national scale of adoption. The Connecting the Dots workshops will be held in February and March 2019 to provide information regarding the alignment of data to a college’s equity plans and local goals. Mohr provided an update on the technology for the Chancellor's Office Curriculum Inventory (COCI) and the Management Information System (MIS) vendors regarding the creation of four

new CB data elements related to AB 705 implementation.

B. Board of Governors/Consultation Council – 15 mins., Stanskas/Davison, pg. 235

The Executive Committee received an update on the Board of Governors meeting held January 14, 2019. Stanskas reported that the Exemplary Awards were presented, several contracts and grants were approved, standing orders were reviewed, and proposed regulations regarding reports on districts' financial conditions were discussed. The first reading of the AB 705 Regulations was conducted, and Stanskas and Kelly Fowler provided public comment to inform the Board of Governors of the process used to create the regulations.

Consultation Council is cancelled in February 2019.

C. Online Community College District Board of Trustees Meeting – 15 mins., Stanskas/Davison, pg. 237

The Executive Committee received an update on the Online Community College District Board of Trustees Meeting held January 14, 2019. Stanskas reported that research was presented on hiring managers and working adult learners. The California Online Community College District Board of Trustees Executive Committee entered a closed session to discuss a personnel matter. Stanskas appointed five faculty with experience in online education, governance, and noncredit education to serve as an advisory body and faculty presence to the California Online Community College and to review board policies regarding academic and professional matters.

D. University of San Francisco's "Demystifying Community Colleges" Panel Report – 10 mins., Henderson, pg. 239

The Executive Committee received a report on the visit to University of San Francisco's "Demystifying Community College Careers": Advice from the Expert Panel. Henderson noted the confusion regarding minimum qualifications among graduate students interested in instructional careers. Members discussed ways to inform graduate students of minimum qualifications, the equivalency process in hiring, and the AA to MA Faculty Diversity Pathways Initiative.

E. Meeting Debrief – 15 mins., Stanskas, pg. 241

The Executive Committee will debrief the meeting to assess what is working well and where improvements may be implemented.

VI. REPORTS *(If time permits, additional Executive Committee announcements and reports may be provided)*

A. Standing Committee Minutes

- i. Equity and Diversity Action Committee, Henderson, pg. 243
- ii. Relations with Local Senates Committee, Parker, pg. 281

B. Liaison Reports

- i. Chancellor's General Education Advisory Committee, May, pg. 283
- ii. Student Equity and Achievement (SEA) Program, Parker/Rutan, pg. 285

C. Senate and Grant Reports

D. Local Senate Visits

VII. ADJOURNMENT

The Executive Committee adjourned at 3:15 p.m.

Respectfully submitted by:

April Lonerio, Executive Assistant

Craig Rutan, Secretary