



EXECUTIVE COMMITTEE MEETING
Friday, March 6 to Saturday, March 7, 2020
North Orange Continuing Education, Anaheim, CA
Irvine Marriott, Irvine, CA

A. Roll Call

President Stankas called the meeting to order at 12:00 PM. and welcomed members and guests.

C. Aschenbach, M. Bean, A. Bruzzese, M. Cruz, S. Curry, D. Davison, N. Donahue (3/6/20), G. Dyer, S. Foster, S. Henderson, G. May, K. Mica, L. Parker, and C. Roberson.

Liaisons: Marty Alvarado, Executive Vice Chancellor for Educational Services, California Community Colleges Chancellor's Office (CCCCO); Wendy Brill-Wynkoop, Governor-at-Large, Faculty Association of California Community Colleges (FACCC); Bri Hays, Vice President, The Research and Planning (RP) Group; Diane Dieckmeyer, San Diego Regional Chair, California Community College Chief Instructional Officers (CCCCIO); Danny Thirakul, President, Student Senate for California Community Colleges (SSCCC); Julie Adams, Interim Executive Director, Student Senate for California Community Colleges (SSCCC).

Invited Guests: Craig Hayward, Project Lead, The Research and Planning (RP) Group; and Michelle Pilati, Faculty Coordinator, Open Educational Resources Initiative.

Staff: April Lonero, Executive Assistant.

B. Approval of the Agenda

MSC (Curry/May) to approve the agenda and consent calendar with the following changes:

- i. Removal of item II. D. Revised Local Senates Handbook from the Consent Calendar for discussion and possible action.**
- ii. Addition of item IV. N. OERI Spring Meeting Dates**
- iii. Addition of item IV. O. Career and Noncredit Education Institute**
- iv. Addition of item IV. P. 2020 Spring Plenary Session Planning**
- v. Addition of item IV. Q. ASCCC Elections Manual**

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.

No formal public comment was entered.

Tina McClurkin, North Orange Continuing Education; and Roy Shahbazian, Santa Ana College, were in attendance.

- D. Executive Committee Norms, pg. 5**
Members were reminded about the Executive Committee Norms.
 - E. Calendar, pg. 7**
Members were updated on deadlines.
 - F. Local Senate Visits, pg. 17**
Members updated the Local Senate Visits record.
 - G. Action Tracking, pg. 29**
Members reviewed the Action Tracking document and updated the document as necessary.
 - H. Dinner Arrangements**
Members were informed of dinner arrangements.
 - I. One Minute Check-In**
Members and liaisons shared a one-minute check-in.
- II. CONSENT CALENDAR**
- A. February 7-8, 2020 Meeting Minutes, Aschenbach.**
 - B. Curriculum Regional Meetings, Aschenbach, pg. 31**
 - C. Approve Filing of Federal Form 990 Fiscal Year 2018-2019 Tax Return, May/Mica, pg. 33**
 - D. Revised Local Senates Handbook, Bruzzese/Cruz, pg. 53**

Item II. D. removed for discussion and possible action.

D. Revised Local Senates Handbook, Bruzzese/Cruz, pg. 53

The Executive Committee reviewed and provided feedback on the revised Local Senate Handbook. The committee suggested clarifying the distinction between local academic senates and the ASCCC and including the 10+1 in the handbook.

MSC (Roberson/Parker) to approve the updates to the Local Senate Handbook to satisfy Resolution S18 17.02 “Increase Participatory Governance on Colleges’ Satellite Campuses.”

The committee discussed further revisions and improvements that can be made to the Local Senate Handbook.

MSC (Aschenbach/Roberson) to direct the Relations with Local Senates

Committee to update Local Academic Senates Handbook.

II. REPORTS

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

Stankas testified at the Senate Budget and Fiscal Review Committee and the Senate Education Committee's joint hearing regarding Calbright College on February 13, 2020 and shared the Academic Senate's efforts to consult collegially and concerns regarding duplication. Stankas provided an update on the Academic Senate's transfer goals and the proposed bill the Academic Senate is co-sponsoring with the Community College League of California (CCLC). The bill was rewritten into a budget request with cleanup language to be considered in the budget trailer bill.

Mica provided an update on the UC Transfer Pathways (UCTP) and transfer model curriculum (TMC) alignment process. The Faculty Discipline Review Groups (FDRG) have reviewed the faculty feedback regarding the changes to the TMC and are engaging in the next steps of the process, including formal recommendations or revisions. The Biology FDRG has also expressed an interest in UCTP alignment. The 2020 Hayward Award winners will be honored at the March Board of Governors Meeting. The winners are Alexander Lemman from West Valley College, James V. Buglewicz from East LA College, Mark Maier from Glendale College, and Tracy Rickman from Rio Hondo College. The 2020 Stanback-Stroud Diversity Award applicants are under review. The Board of Governors nominations are due June 30, 2020, and proposals for revisions to the Disciplines List are due September 30, 2020. The Open Educational Resources Initiative (OERI) awarded 24 applicants to create OER resources, due in December 2020. The OERI website is live and undergoing final updates. Mica shared that the Model Curriculum Workgroup has placed the work of Career Technical Education (CTE) Course Identification Numbering System (C-ID) on hiatus while reevaluating its processes and effectiveness. All current CTE FDRGs are directed to finish their work by May 29, 2020. Mica updated the committee on inquiries from the field regarding the Coronavirus disease (COVID-19) and Academic Senate events, in addition to communication and event planning updates regarding the current situation.

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

Aschenbach reported that eighteen scholarship submissions for the 2020 Spring Plenary are currently under review. The scholarship application for the 2020 Faculty Leadership Institute will open for submissions shortly.

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, the RP Group, and the Student Senate.

Diane Dieckmeyer, California Community College Chief Instructional Officers (CCCCIO) San Diego Regional Chair, provided an oral report. The CIOs are discussing concerns regarding COVID-19 and the 2020 Spring Conference

“Building our Equity Toolkits” scheduled for April 15-17, 2020, in San Francisco. Dieckmeyer highlighted the CCCIO Leadership Institute before the conference on April 13-15, 2020. The focus of the Leadership Institute is to prepare Instructional Deans for the Chief Instructional Officer (CIO) position in light of significant turnover among CIOs.

Bri Hays, The Research and Planning (RP) Group Vice President, provided an oral report. The RP Group is discussing concerns regarding Coronavirus disease (COVID-19) and the 2020 RP Conference “Cultivating a Mindful Data Culture” scheduled for April 15-17, 2020, in Long Beach. The 2020 Strengthening Student Success Conference will be October 7-9, 2020, in Garden Grove, and Hays shared that a call for proposals for this event is available until March 13, 2020. The RP Group released its 2019-2024 strategic plan to its membership, and the Through the Gate Transfer Study will release a perspective report in March 2020

Danny Thirakul, Student Senate for California Community Colleges (SSCCC) President, and Julie Adams SSSCC Interim Executive Director, provided an oral report. The March in March is on March 19, 2020; students will march at the State Capitol to share the SSSCC legislative priorities, including funding the full cost of education, addressing food and housing insecurity, and improving access to low-income students. President Stankas, Assemblymember Medina, Assemblymember Weber, and Chancellor Oakley will speak. The SSSCC is sponsoring AB 2910 (Weber) California Community Colleges: governing board membership: student members, AB 2190 (Medina) Board of Governors of the California Community Colleges, and AB 2884 (Berman) California State Lottery: revenue allocation. The SSSCC is formally supporting the Cal Grant Reform and AB 2388 (Berman) Public postsecondary education: basic needs of students. The 2020 General Assembly will be held April 3-5, 2020, in Ontario. Thirakul shared the preventative measures the SSSCC and Ontario Convention Center are taking regarding COVID-19. Adams highlighted several breakout topics for the General Assembly.

Wendy Brill-Wynkoop, Faculty Association of California Community Colleges (FACCC) Governor-at-Large, provided an oral report. The 2020 Advocacy and Policy Conference is on March 8-9, 2020, in Sacramento. Brill-Wynkoop updated the committee on the letter from the Council of Faculty Organizations (CoFO) regarding the community college budget proposal in the Governor’s 2020-2021 budget. FACCC is co-sponsoring AB 2884 (Berman) California State Lottery: revenue allocation with the SSSCC. Nominations for the FACCC Board of Governors are open until March 15, 2020, and elections are held during April 2020. The Academic Freedom Conference will be on May 1, 2020, at Pasadena City College.

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided a written report.

IV. ACTION ITEMS

A. Legislative Report – 30 mins., Davison, pg. 115

The Executive Committee received an update regarding bills and other legislative actions. Davison reported on the ASCCC Legislative Advocacy Day visits and the reception of the Academic Senate priorities, including transfer, funding for full-time faculty hiring, and the baccalaureate program. Davison highlighted the following bills of interest: AB 1460 (Weber) California State University: graduation requirement: ethnic studies, AB 2009 (Cunningham) Postsecondary education: training for drivers of commercial trucks: human trafficking awareness training, AB 2156 (E. Garcia) Community colleges: concurrent award of associate degree and high school diploma, AB 2335 (Rivas) Community colleges: student equity plans, AB 3310 (Muratsuchi) Community colleges: ethnic studies, SB 1155 (Hertzberg) Community colleges: Los Angeles County Community Colleges Common Course Numbering Pilot Project. The Intersegmental Committee of Academic Senate (ICAS) will hold legislative visits on March 10, 2020. The committee discussed writing a position letter on AB 3310 (Muratsuchi) regarding the current Title 5 language surrounding ethnic studies and the implications of including curriculum in legislation.

No action by motion was taken on this item.

B. Faculty Role in Governance – 15 mins., Stankas, pg. 117

The Executive Committee received an update on the Faculty Role in Governance in the system. Stankas discussed strategies to support local senate presidents in guided pathways and transfer alignment efforts and reviewed the Course Identification Numbering System (C-ID) process. The committee discussed the roles of discipline faculty and the local academic senates in curricular matters.

No action by motion was taken on this item.

C. Guided Pathways Implementation – 15 mins., Stankas, pg. 119

The Executive Committee received an update on the implementation of the CCC Guided Pathways Award Program. May reported that the Guided Pathways Task Force (GPTF) is working to address its assigned resolutions. Three Guided Pathways Workshops are scheduled for spring 2020 and will provide professional development for faculty in strengthening local implementation with Guided Pathways Liaisons; supporting data literacy and coaching; and defining the roles of Counseling faculty, paraprofessionals, and faculty advisers.

No action by motion was taken on this item.

D. Faculty Diversification – 15 mins., Stankas, pg. 121

The Executive Committee received an update on Faculty Diversification in the system. Stankas presented at the Association of California Community College Administrators (ACCCA) and the African American Male Educational Network and Development (A²MEND) Conferences regarding faculty and staff diversification. The Council of Faculty Organizations (CoFO) sent a letter to the Senate and Assembly Budget Committees regarding support for the California Community Colleges, including funding to increase faculty diversity and add more full-time positions.

Parker and Cruz attended the A²MEND and The Umoja Community Education Foundation Education Summit on March 3-4, 2020. Parker reported on the legislative priorities resulting from the Summit, including Cal Grant Reform. Cruz shared the progress of the Research/Accountability Report Card Workgroup, including the need for additional funding to support data collection.

The Faculty and Staff Diversification Symposium will be on March 19-20, 2020, in Sacramento. Stankas provided an overview of the event, and participants include legislative staff, college presidents, academic senate presidents, and hiring administrators.

No action by motion was taken on this item.

E. Pre-session Resolutions – 60 mins., Dyer, pg. 123

The Executive Committee reviewed and revised the resolutions to forward to the Area meetings in March 2020 for discussion. The committee determined by consensus Resolution 1.a “Allow Non-incumbent Candidates to Accept Additional Nominations for Unforeseen Position Openings” and Resolution 1.a.i. “Update Rules to Clarify Parameters of Special Elections” were duplicative to the changes approved in the ASCCC Elections Manual. The committee recommended revising Resolution 3.a. “Support the Anti-Racism Pledge” to remove the requirement to post the information of those who sign the pledge. Edits were made to the draft resolutions to better articulate the issues under debate, as well as provide clarity on the intent of the resolution.

MSC by unanimous consent to approve the 2020 Pre-session Resolution Packet with revisions.

F. DSPS Proposed Paper (Prompts and Initial Outline) – 15 mins., Curry, pg. 125

The Executive Committee discussed Resolution S18 “Providing Educational Access and Adequate Support for California Community College Students with Disabilities” and reviewed the outline for the Disability Support Programs and Services (DSPS) Paper.

MSC (Davison/Parker) to approve the outline of the DSPS Paper.

G. Curriculum Institute: Draft Program – 10 mins., Aschenbach, pg. 133

The Executive Committee reviewed and provided feedback on the draft Curriculum Institute program. The committee discussed the breakout topics and suggested breakouts on Title 5 Ethnic Studies requirements, emergency preparedness, the role of discipline faculty in the governance process, and the inclusion of an equity-minded framework. Stankas reviewed the committee members’ event attendance expectations.

MSC (Davison/Foster) to approve the draft Curriculum Institute Program.

H. Disciplines List Revisions Proposals Professional Organization – 15 mins., Dyer, pg. 139

The Executive Committee reviewed the recommended definition of a professional organization in the context of the Disciplines List revisions process. Members discussed the listed attributes and the number of attributes required.

MSC (Curry/Foster) to approve the recommended definition of a professional organization for inclusion in the *Discipline List Revisions Handbook*.

I. Proposal to Make the Professional Development College (PDC) part of the ASCCC Open Educational Resources Initiative (OERI) – 10 mins., Bean/Pilati, pg. 141

The Executive Committee reviewed the recommendation from the Faculty Leadership and Development Committee (FDLC) to move the PDC to be part of the efforts coordinated by the OERI. Bean reminded the committee of the discussion at the December 2019 Executive Committee Meeting regarding necessary course updates. OERI intends to develop professional development courses regarding the implementation of OER and other courses that use and model OER. Courses in the PDC that do not relate to OER will be modified via a different method. OERI would develop a process for updating, evaluating, and storing the courses before beginning and can provide the funding stream to create and update the PDC courses. The committee discussed the governance structure for the PDC and the option to move the PDC back to the Academic Senate's control based on funding changes.

MSC (Curry/Cruz) to approve including the Professional Development College in the scope of work of the ASCCC Open Educational Resources Initiative.

J. ASCCC Event Survey Update Request (version 2) – 10 mins., Bean/Foster, pg. 143

The Executive Committee reviewed and provided feedback on the updated survey questions to be added to Event Surveys. Members expressed concerns regarding the question about sex assignment at birth and participant privacy if sample sizes are small. The committee recommended having the demographic questions be optional at the end of the survey, including "decline to state" on each item, placing options in alphabetical order, removing the question regarding sex assignment at birth, reordering the survey to include the racial and ethnic identity question first, and adding definitions for the gender identity terms.

MSC (Foster/Cruz) to approve the updated event survey questions with the recommendations from the discussion.

K. Faculty Empowerment and Leadership Academy (FELA) Framework and Updated Applications – 20 mins., Bean/Foster, pg. 147

The Executive Committee reviewed the FELA framework and core competencies, the updated fee structure, the updated FELA applications, and the next steps for

the FELA summer 2020 implementation. Bean explained the recommendation to create a FELA steering committee and to approve the Faculty Leadership and Development Chair or representative to lead the 2020-2021 FELA class. The committee suggested a shift from focusing on healing to holistic development as an objective of the FELA and revising the FELA alumnus appointment to be approved by the President and Executive Director. The committee discussed the fees and costs to the Academic Senate for the FELA and recommended the Executive Director and Academic Senate Office develop fiscal recommendations for the FELA, including a potential fee structure or external funding.

MSC (Parker/Cruz) to approve the Faculty Empowerment and Leadership Academy with final determinations on cost and funding from the Academic Senate Office.

L. Paper on Effective Transfer Practices – 25 mins., Foster, pg. 161

The Executive Committee reviewed the draft of the paper *Effective and Equitable Transfer Practices in the Community Colleges*. The committee discussed modifying the due date for this paper to Fall 2020. The paper will return to the April or May Executive Committee Meeting for an additional read.

No action by motion was taken on this item.

M. Providing guidance for colleges with respect to the implementation of SB 1359 – 20 mins., Pilati, pg. 163

The Executive Committee reviewed and provided feedback on the proposed white paper, "Recommendations for the Implementation of a No-Cost Designation in Course Schedules." Pilati shared background information regarding the current status of no-cost designation implementation in course schedules and the challenges of implementation and clear communication. Notably, there is a distinction between courses that do not have a cost for textbooks because there is no textbook and courses that have OER textbooks. Additionally, some courses have no textbook costs, but materials and supplies fees are charged to the student. The recommendations in the paper would help colleges notate these distinctions and help track the use of OER. The committee recommended these guidelines be developed with the California Community College Curriculum Committee (5C) using the OER Faculty Coordinator as a resource.

No action by motion was taken on this item.

N. OERI Spring Meeting Dates – 5 mins., Mica/Pilati

The Executive Committee reviewed dates for the upcoming Open Educational Resources Initiative (OERI) in-person convening and discussed the role of the Executive Committee in approving OERI activities. Pilati shared the event funding source and the structure of the event. The members determined this event does not require Executive Committee approval.

No action by motion was taken on this item.

O. Career and Noncredit Education Institute – 15 mins., Parker/Roberson

The Executive Committee reviewed and provided feedback on the Career and Noncredit Education Institute (CNEI) program. Roberson and Parker provided an overview of the program and areas of continued development. Members discussed the inclusion of a session regarding career technical education (CTE) faculty in governance processes.

MSC (May/Davison) to approve the 2020 Career and Noncredit Education Institute program with pending edits and considerations from the discussion.

P. 2020 Spring Plenary Session Planning – 15 mins., Stanskas/Mica

The Executive Committee discussed the 2020 Spring Session program and deadlines for session materials. Stanskas reminded the committee that Chancellor Oakley would be attending the Area Meetings in Area B and C. The committee was informed that all resolutions are due to the Resolution Chair at the conclusion of the Area Meetings.

No action by motion was taken on this item.

Q. Elections Manual – 15 mins., Mica

The Executive Committee reviewed and provided feedback on the updated ASCCC Elections Manual. Updates to the Elections Manual include the Fall 2019 Resolutions that altered the existing elections procedures and the addition of provisions for special elections. The committee discussed the nomination process for special elections, the instant runoff process, and the results reporting process. Members suggested removing specific or restricting language regarding dates and times.

MSC (Roberson/Parker) to approve the Elections Manual with considerations from the discussion.

V. DISCUSSION

A. Chancellor's Office Liaison Report – 45 mins., Stanskas, pg. 171

Marty Alvarado, California Community Colleges Chancellor's Office (CCCCO) Executive Vice Chancellor for Educational Services, provided an oral report. A new Vice Chancellor for Educational Services and Vice Chancellor of Governmental Relations will be announced at the March 2020 Board of Governors meeting. The Chancellor's Office Curriculum Inventory (COCI) vendor demonstrations will be held in March 2020 as publically accessible webinars. Alvarado informed the committee of the feedback process and the review committee's next steps. Alvarado noted that the Review Committee will see all data collected from the demonstrations once the public vendor demonstrations conclude and will be reconvened prior to a final selection of a vendor. Alvarado shared the plan to phase in the new COCI system. At the January 2020 Board of Governors Meeting, Alvarado reported on the systemwide investments in technology, and the Chancellor's Office is working to develop guidelines for evaluating technology and determining funding. Alvarado discussed standardizing data inputs, such as course outlines of record (COR).

Alvarado provided an update on the launch and development of Articulation System Stimulating Interinstitutional Student Transfer (ASSIST). The Chancellor's Office is asking the legislature for a consolidation of their funding to streamline and limit overhead expenses.

B. Board of Governors/Consultation Council – 15 mins., Stankas/Davison, pg. 173

The Executive Committee received an update on the recent Board of Governors and Consultation meetings.

The next Board of Governors Meeting is on March 16-17, 2020

Consultation Council was on February 20, 2020; discussions included the AB 705 English as a Second Language Regulations, Assembly Bill 1313 Guidance, and other system updates.

C. Online Community College District Board of Trustees Meeting – 15 mins., Stankas/Davison, pg. 175

The Executive Committee received an update on the recent Online Community College District Board of Trustees Meeting. Davison reported that Ajita Talwalker Menon was hired as the Interim President and CEO for Calbright College with a maximum of a one-year contract before a national search. A state audit of Calbright College will be conducted in July 2020, with results delivered in March 2021. Stankas discussed the outcome of the Senate Budget and Fiscal Review Committee and the Senate Education Committee's hearing regarding Calbright College on February 13, 2020.

D. ASCCC Spring Elections – 30 mins., Roberson, pg. 177

The Executive Committee discussed the ASCCC executive officer roles and responsibilities. The committee reviewed the duties of the positions on the Executive Committee. Committee assignments change annually to assist Executive Committee members in building a comprehensive knowledge base. Members shared the expectations of an officer position, personal impacts, changes to their role on campus, and workload commitments.

E. Disproportionate Impact Tool Demonstration – Faculty Diversification – 30 mins., May, pg. 179

The Executive Committee received a presentation from Craig Hayward, RP Group Project Lead, regarding a tool to detect potential disproportionality using faculty and student demographic data. Hayward demonstrated the tool and shared with the committee that the tool uses publically available data to compare the racial and ethnic makeup of the students and staff. This comparison can help show if the faculty are representative of the student body, where a disproportionate impact may exist, and trends over time. The committee discussed the visual representation of the data, the meaning of the data, the inclusion of an overall score, and the impact small staff changes can have on the data.

F. Meeting Debrief – 15 mins., Stankas, pg. 181

The Executive Committee debriefed 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. Accreditation Committee, Curry, pg. 183
- ii. Disability Services and Programs for Students (DSPS) Paper Workgroup Curry, pg. 189
- iii. Equity and Diversity Action Committee, Cruz, pg. 191
- iv. Faculty Leadership Development Committee, Bean, pg. 197
- v. Legislation and Advocacy Committee, Davison, pg. 201
- vi. Online Education Committee, Roberson, pg. 203
- vii. Relations with Local Senates, Bruzzese, pg. 205
- viii. Standards and Practices Committee, Dyer, pg. 209
- ix. Transfer, Articulation and Student Services Committee, Foster, pg. 213

B. Liaison Reports

- i. California Virtual Campus – Online Education Initiative, Dyer, pg. 221
- ii. Distance Education and Education Technology Advisory Committee (DEETAC), Dyer, pg. 223
- iii. Equal Employment Opportunity (EEO) and Diversity Advisory Committee, Cruz, pg. 231
- iv. Faculty Association of California Community Colleges (FACCC), Cruz, pg. 241

C. Senate and Grant Reports

- i. Guided Pathways Task Force, May, pg. 245
- ii. Model Curriculum Workgroup, Roberson, pg. 249

D. Local Senate Visits

VII. ADJOURNMENT

The Executive Committee adjourned at 12:35 PM

Respectfully submitted by:

April Lonerio, Executive Assistant

Cheryl Aschenbach, Secretary