



## **EXECUTIVE COMMITTEE MEETING**

**Wednesday, April 11, 2018**

*San Mateo Marriott, San Mateo, CA*

### **I. ORDER OF BUSINESS**

#### **A. Roll Call**

President Bruno called the meeting to order at 11:00, and welcomed members and guests.

C. Aschenbach, R. Beach, D. Davison, R. Eikey, S. Foster, J. Freitas, G. May, L. Parker, C. McKay, C. Roberson, C. Rutan, L. Slattery-Farrell, and J. Stanskas.

Guests: Pam Walker, Educational Consultant; Dan Crump, Council of Chief Librarians Liaison; Alice Perez, Vice Chancellor of Academic Affairs.

Staff: Krystinne Mica, Chief Operations Officer; April Lonero, C-ID Program Specialist.

#### **B. Approval of the Agenda**

**MSC (Rutan/Freitas) to approve the agenda with the addition of items IV. F. and IV. G.**

#### **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.*

Nance Nunces-Gill, Barstow Community College, and Jason Burgdorfer, College of the Canyons, were 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. 11**

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

#### **G. Local Senate Visits, pg. 13**

Members updated the Local Senate Visits table.

#### **H. Dinner Arrangements**

There were no dinner arrangements made for the committee.

**I. One Minute Accomplishment**

The Executive Committee participated in an interactive activity led by Pam Walker.

**II. CONSENT CALENDAR**

**A. March 2-3, 2018 Meeting Minutes, Davison**

**B. Curriculum Regionals, Rutan, pg. 21**

**C. 18-19 Executive Committee Meeting Dates, Mica, pg. 13**

**D. Accounting Procedures, Mica/Freitas, pg. 25**

**MSC (Slattery-Farrell/McKay) to approve the consent calendar as presented.**

B. Rutan noted that the North Curriculum Regional location is to be determined.

**III. REPORTS**

**A. President's/Executive Director's Report – 20 mins., Bruno/Adams**

Bruno requested that Aschenbach report on changes that the Online Education Initiative (OEI) Exchange is undergoing. Aschenbach stated that the technology behind the exchange is currently being evaluated and commercial options are being explored. A stop order was issued for future development of the Exchange. The current version will continue to be supported and colleges can apply to maintain their grant and colleges onboarding will still be supported.

Bruno shared with the committee information on a recent meeting she held with an organization that is planning to apply for the California Virtual Campus OEI grant and their request for a partnership with the ASCCC on portions of the grant related to faculty purview. A subsequent conversation took place with the ASCCC's vice president and secretary and the organization which further outlined the desire for the partnership. Upon discussion, Bruno noted that the ASCCC would like to be consulted and included in grant applications where matters related to academic and professional development are concerned.

Bruno reported that Eikey and Wendy Brill-Wynkoop presented an excellent breakout session on governance and fostering partnerships between the local senates and unions at the Faculty Association of California Community College (FACCC) Advocacy and Policy Conference.

Bruno noted that a number of the Community College League of California (CCLC) legislative positions are similar to those of the ASCCC and the partnership between the organizations continues to develop. In partnership with the other faculty organizations, the Academic Senate signed a letter in support of increasing financial aid for students.

The Institutional Effectiveness Partnership Initiative (IEPI) is undergoing changes in structure. At the last Advisory Committee meeting, there was conversation about what portions of the work will continue and what will be shifted. The next

advisory meeting is May 11<sup>th</sup> where more details will be shared.

Bruno presented at the Council of Chief Librarians' Deans and Directors Meeting on a statewide issues of mutual concern including the budget.

Bruno informed the group that the Career Ladders Project, the RP Group, and the ASCCC are discussing how to best work together in support of Guided Pathways Award Program. There will be further discussion to find a common understanding of roles and responsibilities. The ASCCC Guided Pathways work plan is in progress with the goal to have it completed in May. It was noted that the Guided Pathways Advisory Committee will likely be adding more practitioners.

Bruno noted that Brian King, President of the Chief Executive Officers of the California Community Colleges (CEOCCC) Board, met with the Department of Finance regarding the funding formula and will be providing a report in the near future. Performance based funding is still included in the current funding formula. Assemblymember Medina introduced AB 2767 to require studying the funding formula and its impact before its implementation.

Bruno requested that Rutan provide a report on the Chief Instructional Officers (CIO) board meeting that was held on April 11<sup>th</sup>. Rutan noted that the CIOs share many of the same concerns with the ASCCC around the funding formula, fully online college, and AB 705 implementation. Deborah Wulff is the new president elect and the bylaws will be changing to increase their term length to two years.

Bruno commented on the success of the Area Meetings and indicated the likelihood of receiving more requests for governance visits.

Bruno and Stankas met with Monica Henestroza, Special Assistant to Assemblymember Anthony Rendon. Henestroza indicated that some members of the legislature are concerned with the fully online college as proposed.

An Executive Director report was not provided.

**B. Foundation President's Report – 10 mins., Rutan**

Rutan reported that the Foundation was able to provide three scholarships for faculty members to attend the Plenary Session. Rutan explained that the money raised from the Area competition will provide scholarships for faculty to attend the Faculty Leadership Institute. Rutan discussed the logistics of the Foundation sponsored dance to be held Friday night after the President's reception.

**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, CCA, CCCI, CCL, CFT, CIO, FACCC, and the Student Senate.

Adam Westman, Faculty Association of California Community College (FACCC) President, submitted the following written report on behalf of FACCC.

“As is the case with the other faculty groups in California, FACCC is waiting to see what happens with the May Revise, especially as it relates to the online college and the funding formula. We stand together with CoFO in opposition to the online college and any funding formula that incorporates performance-based funding. We are busy with membership month at FACCC as we try to bring as many people into the organization as possible. With a spate of retirements and the threat from Janus, keeping our numbers strong is as important as ever. If people on your campuses join, FACCC is offering the first year of membership for free. Our sponsored legislation is moving along. Jose Medina has been quite helpful and has introduced FACCC-sponsored bills requiring districts to post whether part-time office hours are paid (AB 310), encouraging counties to establish a single point of contact to assist counselors with referral information for various organizations (AB 2933), and requiring districts working under differential pay provisions to pay part-time faculty no less than 50% for parental leave (AB 2012).

On a personal note, I would like to thank Julie and the Academic Senate for the Hayward Award. Attending breakfast and the Board of Governors meeting for the presentation was quite an honor. I also would like to congratulate Julie for serving the community college system with such incredible skill over the last few years. Our faculty, our colleges, the state, and our students are better off because of her efforts. Finally, I wish all those running for Executive Committee positions the best of luck. All of us at FACCC look forward to our continued efforts together into the future.”

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided an oral report. The Deans and Directors Meeting was held March 8-9 in Sacramento. The meeting allowed for professional development and networking among librarians across the system. The CCL Executive Board will meet May 4<sup>th</sup> in Sacramento and their retreat will be held in July. Crump mentioned the CCL is working on their strategic plan and how to incorporate the ASCCC in its activities. On April 9<sup>th</sup>-13<sup>th</sup>, a panel is evaluating vendor demonstrations for an integrated library services platform. Regional workshops will be held in late April regarding the role of librarians in the Guided Pathways Program, with the goal of increasing library faculty involvement on their campus.

#### **IV. ACTION ITEMS**

##### **A. Legislation and Government Update – 45 mins., Stankas, pg. 49**

The Executive Committee was updated on recent legislative activities. Bruno discussed the Chancellor’s Office response to the ASCCC’s Open Education Resource Initiative proposal. The ASCCC sent a reply to the Chancellor’s Office and is awaiting a response. The proposal will move forward with modifications and clarifications based on the feedback received.

Stankas reported that there are several bills regarding credit for prior learning for veterans and active duty military. There is concern over the creation of a statewide articulation officer position in AB 1786 (Cervantes). AB 1805 (Irwin) added language regarding written communication to students about the college placement policies and their ability to access transfer-level course work. Concerns

were raised about more stipulations being added to this bill. The Board of Governors is sponsoring AB 1935 (Irwin) which was amended to include basic skills courses.

AB 2166 (Caballero) was recently introduced and contains language requiring the Board of Governors to develop a model Agricultural Business and Technology Program to be adopted by the community college system. There is concern with this directive and a letter is being drafted to the author regarding the intent and language of the bill.

There was a resolution written to oppose AB 2248 (McCarty) outlining concerns that raising the definition of a full-time student to 30 units per year would cause a significant number of students to lose financial aid. AB 2621 (Medina) and AB 2627 (Medina) were introduced to require studies on the feasibility of the online college and the impact of the funding formula, respectively. The members discussed the impact of these bills and the budget negotiation process. Concerns were raised about AB 3001 (Carrillo) because although streamlining the application is helpful for students, collecting data at a later date poses a challenge. The ASCCC is in support of SB 1009 (Wilk) regarding tutoring services and AB 1406 (Hill) to remove the sunset date on the baccalaureate degree pilot program. A letter was written in support of expanding the Cooperating Agencies Foster Youth Educational Support (CAFYES) Program to include 10 additional schools. Extended Opportunity Programs and Services (EOPS) is asking for \$5 million to fund the expansion.

The ASCCC's fiscal requests from the legislature are five year grants for C-ID and OER and to increase the ASCCC base grant permanently. A C-ID work plan was developed to clarify the needs and scope C-ID's work.

No action by motion was taken on this item.

Follow Up: Coordination with the office and the Executive Committee members attending the Legislative Advocacy day to ensure preparation.

**B. CCC Guided Pathways Award Program – 20 mins., Bruno, pg. 85**

The Executive Committee was updated on the implementation of the CCC Guided Pathways Award Program. Guided Pathways Regionals are set for May 11<sup>th</sup> and 12<sup>th</sup>, and the Academic Academy, focused on Guided Pathways, is scheduled for September 14<sup>th</sup>-15<sup>th</sup>. The 2018-2019 statement of work is in progress. A new page for guided pathways resources, information, and contacts will be created on the ASCCC website, with the Guided Pathways Committee page being used in the interim to host the information. The members discussed if guided pathways training is a part of local senate visits or partnership resource team visits, and the challenge of sending experienced faculty to the visits. It was recommended that guided pathways be added to the request for a local senate visit. Bruno indicated that the RP Group, the Career Ladders Project, the California Community College Chancellor's Office, and the ASCCC are working together to determine each entity's role in next year's work plan. The work plan will be brought to the May

Executive Meeting.

No action by motion was taken on this item.

**C. Leadership Institute – 10 mins., Stankas, pg. 87**

The Executive Committee reviewed the Faculty Leadership Institute program. Stankas informed the group that the speakers are confirmed. The members discussed the merits of including a breakout session on AB 705 implementation or infusing it throughout the current breakout sessions. The committee expressed the need to give senate presidents the opportunity to discuss hot topics in the system and discussed encouraging seasoned senate presidents to attend the institute as a refresher. The program will be brought to the May Executive Committee meeting for further discussion of incorporating AB 705.

**MSC (Freitas/Aschenbach) to approve the Faculty Leadership Institute program.**

**D. Guided Pathways Regional Meetings – 15 mins., Roberson, pg. 93**

The Executive Committee reviewed the Guided Pathways Regional Meeting agenda. Roberson indicated that the presenters are all members of the Guided Pathways Taskforce with the addition of Derek Majors. The taskforce is asking attendees to bring their guided pathways work plans. Roberson noted there will be an additional taskforce meeting on April 24<sup>th</sup> to finalize the program. It was mentioned the overall focus will be on the faculty role in guided pathways and current best practices. It was indicated that the closing remarks will focus on ASCCC resources and updates.

**MSC (Freitas/Parker) to approve the agenda for the Guided Pathways Regional Meetings.**

**E. AB 705 Update – 30 mins., Rutan, pg. 95**

The Executive Committee received an update on the AB 705 implementation at the Chancellor's Office. Rutan reported that the initial guidance for AB 705 implementation with regard to English was released. The expectation is that most students will be placed into transfer-level English. The conversation around mathematics placement will begin at the next workgroup meeting on April 17<sup>th</sup>. It was noted that GPA is less predicative of mathematics competency as students are not required to take four years of mathematics to graduate high school, unlike English. Rutan also mentioned that the data breakdown results in a small sample size of students, which may not be large enough to be predictive. Members discussed the potential challenges of creating and processing additional co-requisite courses and a potential backlog at the Chancellor's Office. May commented that concerns were raised regarding a potential impact on financial aid if students are placed in courses they do not pass. Faculty have expressed concerns that course standards may be lowered to help underprepared students pass. Rutan and Stankas are in regular communication with Laura Hope and Alice Perez from the Chancellor's Office regarding faculty concerns. The members requested that the Chancellor's Office provide a document for

distribution to all faculty which provided background and demographics on the data used, its analysis, and interpretation. The members discussed the conversations that counseling faculty and students will need to have about the time students can devote to co-requisite support when selecting courses. It was noted that having an Articulation Officer in the workgroup would be beneficial.

Perez noted that the English as a Second Language (ESL) workgroup is developing a timeline with the goal of implementation by fall 2020. The distinct challenge with ESL placement is that many students do not have high school transcripts; at this time, alternative placement options are being explored. The current ESL course structures vary greatly across colleges. It was noted that ESL faculty were convened for a C-ID Discipline Input Group in the past. Mica will share this work with Perez.

No action by motion was taken on this item.

Follow Up: Mica to send previous ESL work from C-ID to Perez.

Follow Up: To add an Articulation Officer to the AB 705 workgroup.

**F. One-time Membership Dues Increase – 15 mins., Mica**

The Executive Committee discussed a membership dues increase for the 2018-19 academic year. Mica informed the group that the Budget Committee discussed the preliminary budget for 2018-19 and with the increasing cost of expenses, a suggestion to increase the membership dues by 15% instead of the standard 5% was made. Members discussed that this increase may disadvantage smaller colleges and determined that dues may be evaluated on a case-by-case basis if a college indicates it will put undue hardship on the campus. It was noted that the number of full time equivalent faculty (FTEF) may decrease in the coming year, influencing the dues college. In addition, the committee discussed the cost of the dues in comparison to the budgets of the colleges and messaging of the increase and campus perception. It was noted that the message should refrain from “one-time only” in case an increase is needed in the future. Freitas proposed the idea that a college cannot pay less than they did during the 17-18 academic year to guarantee a minimum net increase in dues fees. The members discussed the challenges associated with the proposal. The question of increasing the ongoing percentage was raised and tabled for a future meeting.

**MSC (Foster/Rutan) to increase the dues to 15% this year and in the invoice letter simply tell college how much they owe and display the calculations.**

**MSF (Aschenbach/Roberson) to establish a practice that a college will not pay less than it did the year before.**

A public comment was given by Nunes-Gil, who suggested that sending out the letter, it can state the increase is 15% but show how much it equates to per FTEF (\$1.53).

**G. 2018 Academic Academy – 15 mins., Roberson**

The Executive Committee reviewed and provided feedback on the tentative agenda of the 2018 Academic Academy. The members discussed inviting practitioners from the field to host breakout sessions and how to target participants. It was suggested to encourage CTE faculty to participate and share their best practices. Roberson noted that Guided Pathways Taskforce will meet on April 24<sup>th</sup> to further solidify the program and determine a title and theme. Roberson will bring the program to the June Executive Committee meeting for approval.

**MSC (Aschenbach/Davison) to approve holding an Academic Academy, with a focus on Guided Pathways, September 14-15, 2018 at the Embassy Suites San Francisco Airport.**

**V. DISCUSSION**

**A. Chancellor’s Office Liaison Report – 45 mins. (*Time certain on Wednesday at 1:00 p.m.*), pg. 97**

Alice Perez, Vice Chancellor of Academic Affairs, provided an oral report. Perez reported that many courses from the noncredit course queue were processed in the last week and there are less than 200 courses left. Perez informed the members that there were staff changes to integrate the student services and academic affairs departments. Raul Arambula is now Dean of Intersegmental Support and Bob Quinn will be working as staff for student services and transfer and articulation.

Perez noted that the Chancellor’s Office is hosting a Guided Pathways Peer-to-Peer Work Plan Reading Circle on April 27<sup>th</sup> in Costa Mesa. The attendees will break out into regional groups to discuss their current work plan and share best practices. The members mentioned that there is limited access to the work plans and that some local senate presidents are not able to view their college’s work plan. Perez will look into the source of this as the intent was for work plans to be widely accessible.

Perez mentioned to the group that Kevin Fleming, Dean of Instruction, Career and Technical Education from Norco College approached her in regards to speaking with the ASCCC. He is working on a pilot program and platform to link American Council on Education (ACE) credit to the courses at Norco to give credit for prior learning to veterans. Davison will speak with Fleming to determine a course of action to present his information.

**B. Board of Governors/Consultation Council – 15 mins., Bruno/Stanskas, pg. 99**

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

At the March 15<sup>th</sup> Consultation Council meeting it was asked that all comments on agenda items be held until the end of the meeting. The members discussed concern over this change. The Annual Library Data Survey (ALDS) due date was amended from August 31<sup>st</sup> to October 31<sup>st</sup> of each year. There was an updated proposal on the 50% Law and the Faculty Obligation Number that was well



received. After the Consultation Council, there was a conversation regarding the proposed funding formula and three experts were invited by the Chancellor's Office to discuss the funding formula. Their testimony stated that there is no clear evidence to support performance-based funding. A joint committee of the CCLC and CEOs presented a funding proposal that included phasing in the performance-based funding over seven years with a maximum of 25%. Members discussed the concern of potentially focusing on generating certificates and degrees over focusing on student needs.

At the March 19<sup>th</sup>-20<sup>th</sup> Board of Governors meeting, there was an update on the fully online college. Chancellor Oakley and President Cecilia Estolano testified at the Senate Select Committee on Student Success regarding the fully online college where concerns were raised by legislators. At the Board of Governors meeting it was discussed that the Board of Governors would be the Board of Trustees for the fully online college until one can be created. Slattery-Farrell reported that in the design workgroup, the point was made that faculty involvement needs to be a priority and wraparound services need to be developed. It was noted that the idea was presented to the workgroup that the fully online college may be a gateway for students to transfer to one of the 114 community college. The members discussed the importance of keeping the faculty voice in the conversation.

Bruno stated that the C-ID update was well received, however, there was some misunderstanding among the Board of Governors about the goals and longevity of C-ID. The C-ID work plan will be provided to the BOG to clarify these concerns during their May meeting.

**C. 2017-18 Budget – 10 mins., Mica, pg. 101**

The Executive Committee reviewed the ASCCC budget performance for the 2017-2018 fiscal year. Mica noted that the Statement of Activities includes income and expenses and Statement of Financial Position shows the assets and liabilities. It was also noted that grant income has specific restrictions to its use compared to the discretionary fund. No action was needed.

**D. Spring Session Final Planning – 30 mins., Bruno/Mica, pg. 103**

The Executive Committee discussed the final details of the 2018 Spring Session.

**E. Meeting Debrief – 15 mins., Bruno, pg. 105**

The Executive Committee debriefed the meeting and assessed what worked well and where improvements could be implemented.

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

**A. Standing Committee Minutes, pg. 107**

- i. Curriculum Committee, Rutan
- ii. Equity and Diversity Action Committee, Davison
- iii. Relations with Local Senates Committee, Eikey

iv. Resolutions Committee, May

**B. Liaison Reports**

- i. California Community Colleges Curriculum Committee (5C), Rutan
- ii. Chancellor's General Education Advisory Committee, May
- iii. ICAS – IGETC Standards Subcommittee, May
- iv. OER Task Force, Dillon

**C. Senate and Grant Reports**

**D. Local Senate Visits**

**VII. ADJOURNMENT**

The Executive Committee Adjourned at 4:00 p.m.

Respectfully submitted by:

April Lonerio, C-ID Program Specialist

Dolores Davison, Secretary