

## **EXECUTIVE COMMITTEE MEETING**

**Thursday, May 10, 2018**

*Residence Inn Sacramento, Sacramento, CA*

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

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

President Bruno called the meeting to order at 8:40, and welcomed members and guests.

C. Aschenbach, R. Beach, D. Davison, R. Eikey, S. Foster, G. May, L. Parker, C. McKay, C. Roberson, C. Rutan, and J. Stankas.

Guests: Dan Crump, Council of Chief Librarians Liaison; Jodi Lewis, Foundation for California Community Colleges; Troy Myers, FACCC Liaison; Alice Perez, Vice Chancellor of Academic Affairs; and Pam Walker, Educational Consultant.

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

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

**MSC (Rutan/McKay) to approve the agenda with the addition of item "IV. J. C-ID CTE Discipline Input Group Meetings."**

#### **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.*

#### **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**

Members shared a one minute accomplishment.

**II. CONSENT CALENDAR**

**A. April 11, 2018 Meeting Minutes, Davison**

**B. LGBTQIA+ Caucus, Mica, pg. 21**

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

**III. REPORTS**

**A. President's Report – 20 mins., Bruno**

Bruno expressed appreciation to the Executive Committee for their work for Spring Plenary. The Intersegmental Committee of Academic Senates (ICAS) Legislative Day was April 18<sup>th</sup>. The ICAS priorities are faculty diversity, tenure density, and wraparound services for students, including mental health services. Bruno presented at the Community College Association Conference April 21<sup>st</sup> on mental health where she shared the perspective and positions of the ASCCC. Over the last month, Bruno served on the Accrediting Commission for Community and Junior Colleges (ACCJC) nomination committee, visited two colleges to provide technical assistance related to governance, and testified at the hearing for the State Assembly Select Committee on the Master Plan for Higher Education in California on May 4<sup>th</sup>.

Bruno noted that there will be stipends for the Guided Pathways team to work on tool creation and capacity building resources over the summer and she will be meeting with Laura Hope, Vice Chancellor for Educational Services, to negotiate ASCCC's guided pathways grant for next year. At the last Guided Pathways Advisory Committee, the separate roles and responsibilities of the ASCCC, the Career Ladders Project, and the RP group were determined and opportunities for partnership were discussed. She noted that the ASCCC Guided Pathways Budget proposal was designed to allow flexibility to complete the necessary work in the coming year.

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

Rutan reported that the Area Competition during Spring Plenary raised over \$8,000, with Area C raising over \$3,000 and winning the area competition. A call for scholarship applications went out last week to fund three attendees for the 2018 Faculty Leadership Institute.

**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.

Troy Myers, Faculty Association of California Community College (FACCC)

Region F Governor, provided an oral report.

Myers expressed FACCC's concerns with the funding formula proposal and the fully online college. FACCC notes there are many shared priorities and expressed

need of the continued working relationship with the ASCCC when possible. FACCC is sponsoring the following bills: AB 310 (Medina) Part-time faculty office hours; AB 2933 (Medina) Public social services: county liaison for higher education; AB 2012 (Medina) School and community college employees: parental leave is co-sponsored with California Federation of Teachers (CFT); and SB 1348 (Pan) Postsecondary education: mental health counselors is Co-sponsored with the Service Employees International Union (SEIU). FACCC is taking a proactive position in the race for governor in hopes of having access to the governor while in office. FACCC is endorsing Gavin Newsom.

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided an oral report. The CCL selected Ex Libris Group for the Library Services Platform (LSP). The contract is currently in the negation process. The Board Retreat is July 16<sup>th</sup>-17<sup>th</sup>. Crump reported that the new strategic plan is going to have an emphasis on advocacy and communication. The annual library data survey will be conducted at the end of the semester. On April 18<sup>th</sup> and 25<sup>th</sup>, the CCL sponsored a workshop on California Community College Libraries and Guided Pathways.

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

##### **A. Legislation and Government Update – 45 mins., Stankas, pg. 31**

The Executive Committee was updated on recent legislative activities. Stankas reported that the ASCCC Legislative Advocacy Day, held May 9<sup>th</sup>, was well received by the legislators and staff. It was recommended to the committee to hold next year's Legislative Day two months earlier and to request letters of support from an Assemblymember or Senator for the ASCCC proposals. The group noted legislators that expressed particular interest or support. Stankas noted the May Revise of the Governor's budget is scheduled for release on May 11<sup>th</sup>. The committee discussed the document *Chancellor's Recommendations on Funding* released by the Chancellor's Office.

The committee discussed current bills of interest: SB 968 (Pan) Postsecondary education: mental health counselors, was amended to one full-time equivalent mental health counselor per 1,500 students enrolled; and AB 1786 (Cervantes) Community colleges: academic credit for prior military experience, was amended to remove the creation of a statewide articulation officer. The committee discussed the intent and perception of AB 1805 (Irwin) Seymour-Campbell Student Success Act of 2012: matriculation: assessment and placement.

No action by motion was taken on this item.

##### **B. Clarifying Types of Local Visits and Address Strategy 4 of Goal 1 of the Short-term Plan for RwLS – 15 mins., Eikey, pg. 69**

The Executive Committee discussed the Relation with Local Senates (RwLS) Recommendations. Eikey explained that the committee would like to see a distinction on the website between the services included with the ASCCC membership dues, and those that require an extra fee. The committee discussed creating separate sections on the webpage to clarify the information and recommended the inclusion of examples of the visit types to increase awareness

of what services are offered. Eikey also noted that the RwLS committee is discussing strategies for engaging colleges that have not had a visit or been active participants at recent ASCCC events.

Bruno noted that some colleges may request a series of governance visits, as more complex questions related to governance arise. ASCCC will need to determine the costs associated for multiple visits and if the college should be billed for each visit or once for the service. The question of past president involvement and compensation was raised.

**MSC (Achenbach/Foster) to approve coordinating with the office to make changes to the website regarding the language and webpage placement of types of local senate visits.**

Follow Up: Eikey, Parker, and Mica to coordinate on the changes to the webpage.

**C. Frequency of Surveys & Disseminating Information – 15 mins., Eikey, pg. 73**

The Executive Committee discussed the Relation with Local Senates (RwLS) Recommendations. Eikey explained that the recommendations are: to improve the surveys page on the ASCCC website, to include a description of the surveys, to provide the raw survey results data, and a standardized analysis of the results. The committee also recommended that the Local Senates Profile Survey be conducted every two years. The committee considered the merits and pitfalls of disclosing raw data widely and the concern of misrepresentation and discussed the value of a designated researcher to design surveys and analyze the results.

Bruno tasked the Standards and Practices Committee to bring recommendations in the fall to the Executive Committee regarding the survey creation process and analysis and dissemination of the results.

**MSC (Aschenbach/Foster) to approve conducting a Local Senates Profile Survey biennially on odd years.**

Follow Up: The Standards and Practices Committee to bring recommendations in the fall to the Executive Committee about the survey creation process and analysis and dissemination of the results.

**D. 2018 Curriculum Institute Program – 10 mins., Rutan, pg. 81**

The Executive Committee reviewed the program for the 2018 Curriculum Institute. Rutan requested that Executive Committee members attend, if able, to monitor breakout sessions. It was noted that changes are being made as presenters are being determined. Rutan stated that the planning committee wants the Institute to encourage unity in the system.

**MSC (Beach/McKay) to approve the 2018 Curriculum Institute Program.**

**E. AB 705 Update – 30 mins., Rutan, pg. 103**

The Executive Committee received an update on the AB 705 implementation at

the Chancellor's Office. Rutan noted that the guidance for mathematics placement will be released in mid-summer. The guidelines will not be for mathematics courses in Business or STEM pathways. Rutan noted there is an increased emphasis in communicating and collaborating with colleges that have already developed successful placement models. Full implementation for ESL placement is set for Fall 2020. The ESL workgroup is working to align credit and noncredit courses. The committee discussed the impact on part-time students and the amount of co-requisite units a student can feasibly take in a term.

No action by motion was taken on this item.

**F. Succession Planning – 20 mins., Stankas, pg. 105**

The Executive Committee discussed a process for hiring an Executive Director. Stankas informed the group that a projected start date for an Executive Director could be January 2019 to allow a reasonable amount of time for a search. Walker discussed the flexibility the Academic Senate has in the hiring process. It was noted that the average cost of a search firm is \$25,000-50,000. It was recommended to start the new Executive Director with a two- or three-year contract. Members discussed keeping the interview process confidential to ensure candidate privacy. Walker suggested creating a shorter announcement that will link to the job description and recruiting as many candidates as possible. This item will be brought to the June Executive Committee Meeting for the purpose of determining the search timeline, the hiring committee, the screening and selection process, and the interview makeup and format.

No action by motion was taken on this item.

Follow Up: This item will be brought to the June Executive Committee Meeting.

**G. Updated Part-Time Faculty Leadership Institute Draft – 20 mins., Foster, pg. 109**

The Executive Committee provided feedback on the updated Part-Time Leadership Institute draft program. The committee discussed the format of the mock interviews and recommended focusing on interview skills rather than discipline specific information. It was suggested that the general session regarding legislation be conducted as a breakout and to change the general session to a conversation on Guided Pathways. It was noted that the resume review will need significant staffing and to allow for 30-45 minute sessions. Breakouts on the faculty hiring process and education code and board policies were also recommended.

No action by motion was taken on this item.

Follow Up: Part-Time Faculty Leadership Institute program will be brought to the June Executive Committee Meeting for finalization.

**H. Course Repeatability Survey – 15 mins., Beach, pg. 117**

The Executive Committee reviewed a survey on the impacts of changes in Title 5

concerning course repeatability and a request for local college's research on the same topic. Beach explained that this survey was created in response to Resolution 09.03 S17 "Addressing the Needs of Students Impacted by the Changes to Course Repetition", regarding the repeatability of active participatory courses. The committee discussed the audience for the survey and the concern that some answers may be based in perception, not data. Stanskas shared that a report from Data Mart was generated on this information and Rutan noted that the California Community Colleges Curriculum Committee (5C) worked on community service course guidelines. It was asked that this information be shared with the field.

Bruno tasked the Educational Policies Committee to revise the survey based on the Executive Committee feedback and clarify the intent and audience of the survey.

No action by motion was take on this item.

Follow Up: Post under Resolution 9.08 F14 "Impact of Changes to Course Repeatability" and Resolution 09.03 S17 "Addressing the Needs of Students Impacted by the Changes to Course Repetition" the current Data Mart report on the changes to course repeatability and an update on 5C's progress regarding community service guidelines.

Follow Up: Educational Policies Committee to revise the survey based on the Executive Committee feedback and clarify the intent and audience of the survey.

**I. Tentative 2018-2019 ASCCC Budget – 20 mins., Mica, pg. 121**

The Executive Committee reviewed the tentative 2018-2019 ASCCC budget. Mica explained that the current budget does not include the funding from the proposals for C-ID, Guided Pathways, Open Educational Resources Initiative (OERI), or the increase in the Governor's Grant. It was noted that at this time a deficit is expected unless all grants are awarded. The members discussed leveraging campus resources regarding reassigned time. It was discussed that the C-ID grant money due in October 2017 has not been received.

**MSC (Davison/Rutan) to approve the budget as presented.**

**J. C-ID CTE Discipline Input Group Meetings – 10 mins., Bruno**

The Executive Committee discussed the C-ID CTE Discipline Input Group Meetings (DIG). The DIGs will be held May 18<sup>th</sup> at The Westin San Francisco Airport and May 19<sup>th</sup> at the Ontario Airport Hotel. Stanskas explained the DIG will gather Automotive, Aviation, Welding, and Heating, Ventilation, and Air Conditioning faculty, as well as general education faculty to determine sub-disciplines and industry standard GE equivalencies that will inform the work of the CTE Minimum Qualifications workgroup and campus equivalency committees. Foster and Aschenbach agreed to attend the Southern California DIG and Davison and McKay will attend the Northern California DIG.

No action by motion was taken on this item.

**V. DISCUSSION**

**A. Chancellor's Office Liaison Report – 45 mins. pg. 127** (*Time certain at 2:30 p.m.*)

A liaison from the Chancellor's Office will provide Executive Committee members with an update of system-wide issues and projects.

Alice Perez, Vice Chancellor for Academic Affairs and Jodi Lewis, Director of Credit for Prior Learning Initiative for the Foundation for California Community Colleges provided an oral report.

Lewis reported that the Foundation for CCC received a grant to fund the Credit for Prior Learning Initiative through April 2019 with the goal of setting up an infrastructure to award more frequent and consistent credit for prior learning.

Lewis stated that phase one will be to draft policy recommendations for system, create resources and training materials for the field, research gap programming, and scale current best practices. It was mentioned that legislation in progress is also calling for advancement in credit for prior learning practices and AB 1786 (Cervantes) largely aligns with the initiative. Lewis also stated the majority of students that will benefit from the initiative are military veterans and dually enrolled K-12 students. Lewis discussed that the Advisory committee will consist of internal and external stakeholders, including five representatives from the ASCCC. The committee asked to have a C-ID staff member attend the advisory meetings as well. It was also suggested that workshops are held for faculty throughout the process to provide clarity and understanding.

**B. Board of Governors/Consultation Council – 15 mins., Bruno/Stankas, pg. 129**

The Executive Committee received an update on the April 19<sup>th</sup> Consultation Council Meeting. Bruno reported that there was an Equal Employment Opportunity Update, a report on the status of Smoke/Tobacco-Free California Community Colleges, and a conversation regarding proposed changes to Title 5 regarding Supervised Tutoring.

**C. 2018 Faculty Leadership Institute – 10 mins., Stankas, pg. 131**

The Executive Committee discussed the Faculty Leadership Institute Program. Stankas asked current members to collaborate proactively with the new Executive Committee members as this is their first assignment. It was noted that the final breakout descriptions are due May 21<sup>st</sup>.

**D. EEO and Diversity Advisory Committee Subgroup Update – 10 mins., Foster, pg. 137**

The Executive Committee provided feedback on a series of Equal Employment Opportunity (EEO) webpages. Foster reported that colleges are looking for more resources on faculty hiring. It was suggested that the EEO committee develop "Grow-Your-Own" resources. It was also noted that the Equal Employment Opportunity Fund Multiple Method Allocation has been increased to need 6 methods. It was suggested that the ASCCC create a webpage on the ASCCC site

with these resources and provide it as a link for the Chancellor's Office.

Follow Up: Foster to send page content to Mica for the creation of a new webpage on the ASCCC site.

**E. Meeting Debrief – 15 mins., Bruno, pg. 141**

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

The committee discussed the continuation of the ASCCC Professional Development College Leadership Academy, updating the instructor of record, and the graduation of two eligible Leadership Academy attendees.

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

**A. Standing Committee Minutes**

**B. Liaison Reports, pg. 143**

- i. California Community Colleges Curriculum Committee (5C), Rutan

**C. Senate and Grant Reports**

**D. Local Senate Visits**

**VII. ADJOURNMENT**

The Executive Committee Adjourned at 3:40 p.m.

**Closed Session**

The Executive Committee entered closed session on Thursday, May 11 at 9:30 a.m.

The Executive Committee adjourned from closed session at 10:10 a.m.

No action by motion was taken.

Respectfully submitted by:

Dolores Davison, Secretary

April Lonero, C-ID Program Specialist