



# Academic Senate for California Community Colleges

LEADERSHIP. EMPOWERMENT. VOICE.

## Basic Skills/Noncredit Committee

Thursday, October 15

10:00 AM – 12:00 PM

### Zoom Meeting

Join Zoom Meeting

<https://fhda-edu.zoom.us/j/94101087248?pwd=VmZuTzRiVUt4RDV4MDdKZzFzTGZLQT09>

Meeting ID: 941 0108 7248

Passcode: 943125

One tap mobile

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### Minutes

Committee Charge: The Academic Senate Committee on Noncredit & \_\_\_\_\_ will: 1) serve as a resource to the President and Executive Committee on issues related to instruction, counseling, student services, and program development in noncredit and the role of faculty in noncredit instruction as related to governance and local participation in academic and professional activities and 2) reviews policies and makes recommendations to the Executive Committee.

Basic Skills Committee Charge: The Basic Skills Committee reviews policies and recommends to the Executive Committee. Such recommendations include positions and actions on issues related to meeting the needs of under-prepared community college students to succeed in college and careers. In addition, the Basic Skills Committee gathers information on best practices in providing instruction and support services to under-prepared seamlessly transition students to post-secondary education and workforce success and conveys this information to the field through breakouts, workshops, and papers. Members of the Basic Skills Committee represent the Academic Senate on such bodies as the Student Equity and Achievement Workgroup.

#### 1. What do we expect of each other?

Be aware of your own capacity--take ownership and follow-through on what you promise.

Be accountable

Communicate

Active Participation--Show up

Kindness

Respect:

- Respect each other's time - respond in a timely manner
- Respect each other's opinions. Be professional - disagreement is okay but use professional language. Disagree with ideas, not people
- Don't negate other's experiences

## 1. What do we expect of the Committee Chair?

Be the Facilitator

Keep the focus of the committee - move the agenda forward

Clear outcomes and takeaways

Clear timeline and calendar of meetings with a sufficient lead time

Documentation of committee's work/actions

Be the Liaison between committee and ASCCC Executive Committee

Bring Snacks when we can meet in person

### I. Members Roll Call:

Karen Chow—Chair	Ingrid Greenberg	Kimberley Stiemke
Samuel Foster—2 <sup>nd</sup> Chair	Mary Legner	Elizabeth Walker
Emma Diaz	Dana Miho	Wendy Brill-Wynkoop

### II. Call to Order and Agenda Adoption

### III. Minutes Volunteer:

### IV. Shout Outs, Affirmations, and Lean-in

A. Thank you all for all your input

### V. Fall Monthly Meetings (Zoom/Outlook invitations sent). All Meetings 10-12 pm

October 22,

November 19 ,

December 3.

All meetings 10-12 p.m.

### VI.

[Google Shared Folder](#)

(<https://drive.google.com/drive/folders/19Mcdxew-JeUnbYut5tljYZssp94iyFX?usp=sharing>)

### VII. Approve Updated Committee Charge Review (above)

### VIII. Committee Goals and Priorities (items C-D agenda items for upcoming Fall 2020 Noncredit & Basic Skills meetings)

A. Review [last year's committee recommendations](#)

B. Review [resolutions assigned](#)

C. Review [Noncredit Instruction: Opportunity & Challenge ASCCC Paper](#) (adopted Spring 2019)

D. Review [ASCCC Strategic Plan](#)

- E. Develop NC&BS work plan
  
- IX. Plenary Fall 2020
  - A. Theme: Addressing Anti-Blackness: Inclusion, Diversity, Equity, and Antiracism in Academic and Professional Matters
  - B. Ideas on increasing participation
  - C. [Break-out topics](#) were submitted by August 28 deadline;
  - D. Resolutions can be brought to Area meetings (October 16-17, 2020) and/or to Plenary by delegates
  
- X. *Rostrum* Articles
  - A. Due January 4 and March 8
  - B. Ideas and suggestions
  
- XI. Career and Noncredit Institute (organized jointly with CTE Leadership Committee)
  - A. April 30- May2, 2021 in Southern California
  - B. Theme Ideas & Institute Marketing Blurb
  - C. Possible Joint meeting Nov. 19?
  
- XII. Announcements
  - A. Check for upcoming events at [here](#)
    - Plenary (November 5-7)
    - Part-Time Institute (February 18-20)
    - Spring Plenary (April 15-17)
  - B. [Application for Statewide Service](#)
  - C. Amazon Smile ([smile.amazon.com](https://smile.amazon.com))—select Foundation of the Academic Senate for California Community Colleges
  
- XIII. Closing Comments
  - A. Any other final comments or suggestions?
  
- XIV. Adjournment

Contact Info—[Google Form \( https://forms.gle/YBVHvdtQ5ssfX7r1A \)](https://forms.gle/YBVHvdtQ5ssfX7r1A)

**In Progress:**

- Noncredit & Basic Skills Committee Workplan and Goals
- Update to ASCCC Committees document

**Completed Tasks:**

- **Icebreaker/Committee Community Building/Discussion of Noncredit & other issues members have worked & focused on**
- **Schedule of Fall Meetings**
- **Committee Updated Charge drafted**