

EXECUTIVE COMMITTEE MEETING

Final Minutes

Friday, October 2, 2015 to Saturday, October 3, 2015

I. ORDER OF BUSINESS

A. Roll Call

President Morse called the meeting to order at 12:35 p.m. and welcomed members and guests.

Members present: J. Adams, C. Aschenbach, R. Beach, D. Davison, A. Foster (Saturday only), J. Freitas, G. Goold (Saturday only), V. May, W. North, C. Rico, C. Rutan, C. Smith (via Zoom Friday only), and J. Stankas.

Liaisons present: J. Escajeda, Chancellor's Office; John Fraser, Student Senate

Guests present: Lillian Batista-Edwards, MiraCosta College; Elijah Descoteaux, Grossmont College; Jolena Grande, Cypress College; Mark Majarian, Cypress College

Staff present: Sandra Sanchez, Executive Assistant

B. Approval of Agenda

The agenda was approved by consensus with the addition of items IV. M. Inmate Education, IV. N. Needs Assessment Survey, and V. C. Program Review Update.

C. Public Comment

No public comment.

D. Calendar

Adams reminded members of upcoming meetings, events, and due dates. The *Rostrum* deadline is Monday, October 12, 2015, and the November agenda deadline is Tuesday, October 20, 2015.

E. Action Tracking

Members discussed updates to the action tracking spreadsheet.

F. Dinner Arrangements

Members discussed dinner arrangements.

II. CONSENT CALENDAR

A. September 11-12 Meeting Minutes, Stankas

B. Accounting Policies, Adams

C. CTE Liaison Expectations, Goold

D. CTE Leadership Committee Charge, Goold

Item II. B. was pulled.

MSC (Rico/Davison) to approve items II. A., II. C., and II. D. on the consent calendar.

Action:

- Item A: Staff will post the approved September minutes to the Senate website.
- Item C: The CTE expectations will be emailed to local senate presidents requesting a CTE liaison from each local senate.
- Item D: Staff will post the revised charge of the CTE Leadership Committee to the Senate website.

B. Accounting Policies

This item was pulled for clarification on several changes to the accounting policies. Members also made a few suggestions regarding specific language within the document.

MSC (Davison/Freitas) to approve changes to the accounting policies and to authorize the Officers to make minor revisions as necessary.

III. REPORTS

A. President's/Executive Director's Report

President Morse opened his report with a brief update on the discussion surrounding the Accreditation Task Force Report at the recent Board of Governors meeting. The Board authorized Chancellor Brice Harris to forward the report to the California Department of Education with a letter noting the Task Force's unanimous agreement of the report. Morse will inform the Executive Committee when the letter is available to view.

The Accrediting Commission for Community and Junior Colleges (ACCJC) sent a letter to the CCCCCO Academic Senate Presidents Listserv which mentioned their meeting on October 9 and included a response to the Accreditation Task Force Report.

There has been some controversy surrounding the stipends for faculty serving on the Online Education Initiative (OEI), Education Planning Initiative (EPI), and Common Assessment Initiative (CAI), specifically concerning the amount that faculty should be paid for their work. Morse acknowledged that there was a miscommunication and work is being done to resolve it. There are plans to reevaluate the work that faculty have done and determine how to recognize the faculty expertise while acknowledging the Chancellor's Office concerns with paying faculty to serve on governance groups.

Morse and Foster attended the Equal Employment Opportunity Advisory Committee (EEOAC) meeting where they discussed four areas of professional development activities for faculty, as well as a pipeline teaching program for students interested in returning to the community college system as faculty members.

Morse also provided an update on EEOAC's discussion surrounding the reallocation of equity funding. Based on Title 5 regulations, funding can be distributed in one of three ways: (1) each college receives the same amount, (2) through FTES, or (3) setting different metrics for the colleges. There was a push for the third option, so the committee is considering nine specific metrics.

Morse visited Pasadena City College and the Kern Community College District in September where he presented on collegiality and met with administrators. He is also currently serving as a member of the workgroup authorized by the Chancellor's Office to review the processes of the 50% Law and Faculty Obligation Number.

Adams provided members with brief updates on the audit, as well as the progress of the Professional Development College (PDC) website.

A team of staff, including Kris Costa, Krystinne Mica, and Lynell Wiggins showcased the Statewide Career Pathways (SCP) Counseling Tool Kit as vendors at the CSU/UC/CC Counselor Conference. Overall, it was a successful and positive experience. There are also plans to host webinars this month.

Adams discussed planning logistics for meetings and events. She updated members on the current event registration counts. Registration for the Curriculum Regionals is filling up quickly.

Adams is recruiting faculty to participate in periodic review. There are plans to present in spring; although, it is unclear if this deadline will be met.

Adams met with a PR firm to discuss the ASCCC's communications and marketing plans as noted in the adopted Strategic Plan, and how best to share the Senate's mission and work. She hopes to be able to provide more information at the November Executive Committee meeting.

Lastly, Adams accepted a faculty training opportunity with the Los Rios Community College District. She will be attending a diversity intern meeting for the next 8 weeks; if successful, she may be teaching in the spring.

B. Foundation President's Report

May informed members that the Foundation Board of Directors met on Tuesday, October 29, 2015. They reviewed nominations for the Board of Directors and selected Lorraine Slattery-Farrell from Mt. San Jacinto College to fill this position.

The Board discussed the Strategic Fundraising Plan and will determine short- and long term goals. Short-term goals will consist of what the Foundation has been doing such as fundraising, raffles, area competitions, Foundation receptions at

ASCCC events, etc. Long term goals include the Professional Development College, research, and grants.

The Foundation will be supporting two research projects:

- Impact of Fulltime Faculty on Student Success – in partnership with FACCC
Adams is working with Ian Walton and Greg Gilbert on a literature review. The plan is to have a report ready by February 2016. At that time, a determination will be made regarding what kind of research needs to take place. The Foundation will explore avenues for funding this research through grants.
- Effective Practices for Hiring Diverse Faculty – EDAC
The Foundation plans to support a literature review on the topic, and then seek funding for more research as needed.

The new and improved Foundation website will go live soon.

The Foundation is preparing an Annual Fall Report to be shared at the 2015 Fall Plenary Session. The Board plans to continue this practice at each fall plenary session in the future.

Because the 2016 Spring Plenary Session will be held in conjunction with other statewide constituency group organizations, the Spring Fling will be a little different than those of the past two years. Updates will follow.

Lastly, Adams informed the committee that she was contacted by GEICO about offering insurance to faculty. The Board of Directors plans to explore this offer further, as it may be an opportunity to increase fundraising.

C. Liaison Oral Reports

- Student Senate: Fraser informed the Executive Committee that the Student Senate is meeting to discuss three of four vacant officer positions. He also noted that they will host their biannual General Assembly in Sacramento, November 13-15, 2015.

IV. ACTION ITEMS

A. Legislative Update

The committee received an update on recent state and federal legislation. The Legislature has completed their legislative session sending a number of bills to the Governor. The Governor has until October 11 to sign or veto bills passed by the Legislature on or before September 11, the last day for each house to pass bills.

AB 653 (Levine) *Intersegmental Coordination Information Technology* was chaptered. AB 288 (Holden) *College and Career Access Pathways Partnership* has gone forward to the Governor for signature; the bill has not received any opposition thus far and is expected to pass.

At the September meeting, the committee came to a unanimous decision to reassert the Senate's position on SB 42 (Liu, as of August 28, 2015) and reach out to FACCC about taking a joint opposition. Morse informed members that FACCC is no longer interested, but UC expressed possible interest.

AB 798 (Bonilla) *College Textbook Affordability Act* has gone forward to the Governor for signature. Currently, the bill has not received any opposition in higher education; however, Senator Bonilla's office requested that the ASCCC write a second letter of support to the Governor. The Executive Committee will maintain the Senate's position of support, but there is not an interest in writing a second letter.

Morse and Bruno have a meeting with the Chancellor's Office Legislative Committee to discuss legislative proposals, which they will report on at the November meeting. They will also be attending the FACCC Advocacy and Policy Conference in February 2016.

B. CTE Curriculum Academy

The committee discussed the structure of the CTE Curriculum Academy. Prior to the January event, those attending will be required to complete the ASCCC Curriculum modules in fall. The event will be structured on how to develop a program from thought to two-year review.

MSC (North/Davison) to approve the structure of the CTE Curriculum Academy.

Action:

The CTE LC will work with the Accreditation and Curriculum Committees on the event.

C. Accreditation Task Force Report

At its September meeting, the Executive Committee held an open forum to discuss the 2015 Chancellor's Office Accreditation Task Force Report. Morse informed the Chancellor's Office that the overall discussion was favorable and a resolution to endorse the report will appear for discussion and debate at the 2015 Fall Plenary Session in November. Morse noted that he also wrote an article on the accreditation report, which will appear the upcoming *Rostrum*.

While a resolution for endorsement by the delegates remains appropriate, the Chancellor's Office has urged all constituencies to take action on the report as soon as possible.

MSC (Stankas/Rico) to endorse the Chancellor's Office 2015 Accreditation Task Force Report.

Note: One member of the Executive Committee abstained and requested that the minutes reflect this abstention.

Action:

Morse will alert Chancellor Harris of the Executive Committee's vote to endorse the report.

D. Equity and Diversity Action Committee (EDAC) Recommendation

The Executive Committee discussed EDAC's proposal for a series of focus groups informing diversity and inclusion training and research. The focus groups would draw from three categories of faculty in the California community college system: faculty who have recently served on hiring committees; recently hired faculty; and candidates who have gone through the hiring process, but failed to gain tenure-track employment.

It was suggested that, when constructing the survey, EDAC be mindful of the terms of confidentiality for faculty who have served on a hiring committee. There was also a suggestion to include part-time faculty.

Morse noted that several groups are working on similar projects, and it may be best to bring these groups together to avoid any overlap in work.

MSC (Freitas/May) to approve EDAC's focus groups with the recommendation that they work closely with other groups working on similar projects.

E. Instructional Design and Innovation (IDI)

The Executive Committee reviewed the potential presentations for IDI, including both proposals from the field and suggestions from ASCCC committees.

Members determined that a focus group that consists of the following: Online Education, Noncredit, Curriculum, Equity and Diversity, CTE, and Transfer, Articulation, and Student Services be formed to review the initial programs if time permits.

F. Accreditation Institute

The ASCCC Accreditation and Assessment Committee will host the annual Accreditation Institute on February 19-20, 2016, and there is an interest to work with the RP Group on several breakout session. By consensus, the Accreditation and Assessment Committee will consider breakouts with the RP group as appropriate.

G. Transfer, Articulation, and Student Services Committee (TASSC) Survey on Services for Disenfranchised Students

The Executive Committee reviewed TASSC's Survey on Existing Services for Disenfranchised Students. Members made suggestions regarding specific language within the survey.

Action:

May will share these suggestions with TASSC. A revised draft survey will return to the next meeting for consideration of approval.

H. Common Assessment Initiative (CAI) Policy Issues

In August, the Common Assessment Initiative (CAI) Steering Committee discussed the idea of statewide common assessment policies. Currently, all colleges determine their own assessment processes, but common policies would ensure that all students have the same access to retesting and that their assessment profile is valid for the same amount of time no matter where they are initially assessed. Several steering committee members pushed for these decisions to remain under local control. Rutan also noted that it is unclear how much the assessments will cost and who will be paying for them.

The Executive Committee discussed these issues and provided guidance. It was suggested that the Steering Committee develop recommended practices/guidelines, but ultimately leave policy decisions up to the districts. It was also suggested that the steering committee shift their direction to take a fiscal approach regarding how many times the state will pay for students to retest.

I. Associate Degree of Transfer (ADT) White Papers

The Executive Committee reviewed two of four ADT white papers: *History of C-ID and TMCs* and *Effective Practices for Local Implementation of TMCs*. Members also made suggestions regarding specific language within the papers.

MSC (Rico/Davison) to adopt two ADT white papers: *History of C-ID and TMCs* and *Effective Practices for Local Implementation of TMCs*.

Action

The two papers will be posted on the C-ID website and shared with the field.

J. Resolutions

The Executive Committee discussed the resolutions to be forwarded to the delegates for discussion and debate at the 2015 Fall Plenary Session. Resolutions 9.01 and 13.03 were pulled.

MSC (Rutan/Goold) to approve the Executive Committee resolutions to forward to the Area meetings for discussion.

Members also discussed honoring Manuel Baca, faculty representative to the Board of Governors.

K. Fall Plenary Session

The Executive Committee reviewed the preliminary program for the 2015 Fall Plenary Session. Members also discussed how best to present the State of the Senate in a way that will highlight the work that ASCCC is doing on behalf of faculty.

L. Curriculum Processes and Effective Practices White Paper

In response to the Workforce Task Force recommendation to improve curriculum approval processes, the Curriculum Committee was charged with drafting a white paper on effective practices. The white paper focused on the role of the curriculum committee and local approval processes, which will eventually be incorporated into the position paper on effective curriculum processes that is scheduled to come before the body in Spring 2016. The Executive Committee reviewed a draft of the white paper and provided feedback, as well as ideas for the Curriculum Committee to expand on in the larger paper.

MSC (Stankas/Goold) to adopt the Curriculum white papers with clarifications discussed as appropriate.

Action

Freitas will update the paper based on the discussion and send a final version to Adams for posting on the website.

M. Inmate Education

Morse informed the Executive Committee that there is an interest for the ASCCC to formally partner with the Chancellor's Office on the inmate education summits.

MSC (North/Dolores) to approve the Senate's partnership with the Chancellor's Office on the inmate education summits.

N. Needs Assessment Survey

The ASCCC Relations with Local Senates Committee met on September 17, 2015 and discussed the charge and priorities of the committee. There is an interest to learn more about how the committee can act on the charge and better deliver assistance to local Senate leaders.

The committee drafted the a survey to gather information from local senate presidents about how the ASCCC may better support the needs of local senate leaders and provide enhanced outreach to faculty who attend ASCCC events. The proposed goal is to administer the survey at the 2015 Fall Plenary Session. The Executive Committee reviewed the survey and provided feedback.

Action:

Rico will share the feedback with the Relations with Local Senates Committee. The revised draft survey will return to the next meeting for consideration of approval.

V. DISCUSSION

A. Chancellor's Office Liaison Report

Interim Dean Escajeda provided the Executive Committee with a Chancellor's Office update and covered the following topics:

- Staff Update – The Chancellor's Office hired attorneys. Two new graduate students will be joining the office to assist. Ken Nather left his position as a retired annuitant; Patty Blank, also a retired annuitant, will be joining the office in his place.
- UC Pathways – The Chancellor's Office met with UC Pathways on September 28 to discuss several pathways that they are currently researching. They are trying to sync these pathways with the ADTs.
- Curriculum – The Chancellor's Office has been working on developing a new curriculum process. There is a new formula for calculating course hours and units. Also, the Chancellor's Office will no longer review non-substantial credit course modifications; there are plans to work with Governet to create an auto-approval process.
- ADTs – There are currently 1966 approved ADTs. A new progress report will be available soon.
- Basic Skills – The next meeting is scheduled for October 14, 2015.
- Bachelor's Degrees – The Chancellor's Office is releasing a RFA Grant for \$750,000 to support pilot colleges.
- Inmate Education – A summit is scheduled to be held in Sacramento and there is an interest to partner with the Academic Senate.

B. Board of Governors/Consultation Council

The Executive Committee received an update on the recent Board of Governors retreat/meeting held September 20-21, 2015. The following topics were discussed:

- Workforce Task Force Recommendations – The Board was very engaged and complimentary, and they offered several ideas and comments. The recommendations will return for possible approval at the Board's November meeting.
- Basic Skills Education– The discussion on basic skills primarily focused on the work of the California Community Colleges' Success Network (3CSN). There is an interest to also share ASCCC's work on basic skills. Morse will work with Chancellor Harris to arrange an opportunity to present this work to the Board of Governors.
- Accreditation Task Force Report – The Board passed a motion directing Chancellor Harris to forward the report to the California Department of Education with a letter voicing the unanimous constituencies. This item will return to a future Board of Governor's meeting for possible endorsement.

- Nomination of Board Officers – Vice President Cecilia Estolano and President Geoffrey Baum were nominated for their current positions for the 2016 calendar year. Election of new board officers will take place at the November 2015 meeting.

C. Program Review Update

Following the adoption of Resolution 7.05 S14, North has been working with the CCCC LaunchBoard project to examine the feasibility of using state-level data to inform local review for CTE programs. North presented a draft *Rostrum* article that describes the project and potential next steps. A top priority in these next steps could include the ASCCC as a partner in convening faculty and stakeholder input groups to further investigate the types of inquiry needed for CTE programs to effectively improve themselves. The Executive Committee discussed the direction of this ongoing work and offered feedback.

VI. REPORTS

A. Standing Committee Minutes

- i. TASSC, May
- ii. Relations with Local Senates Committee, Rico
- iii. Educational Policies Committee, Davison

B. Liaison Reports

- i. GEAC, Stankas
- ii. IEPI, Bruno
- iii. CAPP, Adams

C. Local Senate Reports

- i. Cosumnes River College, Davison/Aschenbach

VII. ADJOURNMENT

The Executive Committee meeting was adjourned at 12:15 p.m.

Respectfully submitted by

Sandra Sanchez, Executive Assistant
 Julie Adams, Executive Director
 John Stankas, Secretary