Part-time Committee
Thursday, March 18, 2021
2:30 p.m.—4:00 p.m.
Zoom Meeting

Meeting Summary

The part-time faculty committee provides recommendations to the Executive committee on academic and professional matters that affect part-time faculty members. The committee recognizes that part-time faculty make up the majority of California community college faculty and serve disproportionately-impacted students. This committee advocates for diverse part-time faculty colleagues, ensuring their access to professional and leadership development offerings as well as shared governance opportunities at the local and statewide levels. The part-time faculty committee collaborates with the executive committee to develop and provide opportunities where part-time faculty gain additional insight on issues germane to academic and professional needs. This committee is also focused on promoting diversity within part-time faculty pools with the goal of having educators who reflect the student population, and this committee further commits to empowering part-time faculty voices who have been historically excluded (e.g., colleagues of color).

I. Members Roll Call: *present

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<tr>
<th>Michelle Bean—Chair*</th>
<th>Grace Chee</th>
<th>Alpha Lewis*</th>
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<td>Karen Chow—2nd Chair*</td>
<td>Chelsea Hull*</td>
<td>Emilie Mitchell</td>
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<td>Steven Chang</td>
<td>Theodore Kagan</td>
<td>Luis Zanartu*</td>
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II. Call to order at 2:33 p.m. and agenda adoption (Google Shared Folder)

III. Minutes
   A. Volunteer—Karen
   B. January Summary and February Approval—approved by consensus
   C. Community norms: empathy, communication, responsibility

IV. Shout Outs, Affirmations, and Lean-in:
   • Congratulations to Chelsea for being appointed to a new role as Writing & Humanities Tutoring Center Interim Coordinator at her college!
   • Thanks and acknowledgements to Karen for work on Anti-AAPI Racism.
   • Alpha reported out on conversations about Ethnic Studies requirements for Gen Ed; Luis reported that Sacramento City is in the process of developing a separate department to run the Ethnic Studies program.

V. Part-time Institute
   A. Send a thank you email to your co-presenters please if you have not already.
   B. Attendance numbers:
      o 2018: 209
      o 2019: 134
      o 2020: 128
      o 2021—virtual: 286 (461 registered—175 no-shows)
        ➢ Luis reported he is still hearing very positive feedback from Sac City PT faculty colleagues about the Part-Time Institute.
➢ Pats on our backs for the great participation—huge increase from prior years’ Institutes.
➢ Karen expressed feeling lots of positive vibes from attendees in their comments during Zooms and in chats for the Institute.
➢ Michelle reminded us of our goals—we aimed to increase participation 20% but actually increased the numbers 123%—nice job!

C. Conference proceedings e-publication—due March 12.
➢ We had only one submission. It was submitted to the Rostrum for publication there.
➢ Suggestion: next year PTC please actively encourage submission to grow the tradition.

VI. Plenary
A. April 15-17: click HERE to register (early reg deadline March 15 by 5 p.m.)
B. Elections and bylaws—part-time faculty eligible (click HERE for info)

VII. Committee Goals and Priorities--PTC work plan
A. Google unofficial listserv update (Chelsea)
B. Part-time Faculty Spring Nexus Workshops: Need volunteers
   ➢ Thursday, April 22 at 2:00—5:00 p.m.
   ➢ Friday, April 23 at 2:00—5:00 p.m.
C. Workshop Outline:
   o Welcome Activity
   o Introduction of Part-time Faculty Nexus (website)
   o Hiring Tips—breakout in large groups by region
      ➢ Michelle proposing to invite ACHRO (Association of Chief Human Resources Officers) representative to make a presentation. Karen’s recommendation: Wyman Fong, Vice Chancellor of Human Resources for Chabot-Las Positas CCD and also President of APAHE also (APAHE = Asian Pacific Americans in Higher Ed, which has become very CCC and CSU focused)
   o Break
   o 20-minute Mentoring—breakout in small groups/pairs for CV reviews, lean-in, or informal Q&A (would recruit local senate leaders and ASCCC Executive members to assist)
      ➢ Perhaps these can be broken up by discipline experts (per Chelsea’s concern below and Michelle’s suggestion).
      ➢ Karen’s additional suggestion: to do these groups by related disciplines (e.g., Language Arts, STEM, Social Sciences & Humanities, CTE, etc.)?
   o Break
   o Closing and Reflection
      ➢ This agenda is what was approved by Executive Committee--are committee members okay with doing a more general systemwide workshop rather than regional workshops?
      ➢ Chelsea expressed concern with the large range of disciplines; will this be able to cover all the concerns/issues for all disciplines?
      ➢ Michelle’s suggestion: can we make the 20-minute mentoring breakouts focused on discipline group breakouts? Hopefully can get help from Exec with that.
D. Things to complete:
   ➢ Nexus Google site (Chelsea and Michelle)
   ➢ Shifting name of Professional Development to “Professional Learning.” The Nexus has links to “Professional Learning,” “FAQ,” “Publications,” and “Mentorship” portals.
   ➢ Chelsea, Michelle, and Karen will finish the Nexus Google site by April 15.
   ➢ 10 Things Every Potential Hire Should Know sheet—need volunteers to write. Members
worked on adding tips to the live document for Mentor Handbook.

- Cover letter and CV tips sheet—should this go into Mentor Handbook? Members agreed to include in the handbook.
- Small group 20-minute mentoring/networking ideas and Mentorship Handbook
- Closing volunteer and reflection activity ideas
- Entry and Exit Survey—need a volunteer to write. Chelsea will assist.
  - Members added goal and outcomes for Nexus Workshops to guide the survey development.

VIII. PTC Resolution 1.02
A. Notification of ASCCC elections—PT official listserv on March 12 and Chelsea will send through the unofficial listserv.
B. Nexus Site
   - Listserv link
   - Professional Learning: Hiring and CV Tips Sheets
   - Publications: Links to resources—add PTC Rostrum articles.
   - Mentor Resources: Mentorship Handbook and CCC Registry
   - What in the FAQ? Suggestion: Ask the listserv what questions they have.
   - Anything else—let Michelle know which days you can attend to help with the Nexus.

IX. Rostrum
A. PTC Articles
   1. Mentoring programs—Chelsea published in winter Rostrum
   2. Submitted for spring Rostrum:
      a. Part-time voting rights—Grace
      b. Two adjunct pathways—Luis

X. Announcements
A. Check for ASCCC upcoming events at here
B. Sign up for ASCCC listservs—Part-time listserv available
C. Forward Application for Statewide Service to peers
D. ASCCC Foundation Innovation Scholarship for professional development opportunities
E. Interesting legislation introduced: AB 375 and AB 1269

XI. Next meeting: April 22 and 23 Nexus Workshops

XII. Closing Comments—any other final comments or suggestions—members asked about Ethnic Studies Council; Karen shared info about upcoming webinar/meeting.

XIII. Adjournment at 4:04 p.m.

In Progress:
- PT Institute Proceedings e-Publication
- Spring Regionals: Nexus Workshops
- Mentor Handbook
**Completed Tasks:**

- *Rostrum* article: PT Voting Rights
- *Rostrum* article: PT Paths of Employment
- Part-time Google Listserv
- Part-time Institute
- *Rostrum* article: Mentoring Programs
- Resolution Fall 2020 1.02: Develop a Resource to Communicate and Encourage Part-time Faculty Leadership
- Plenary sessions: Mentoring Programs and Hiring Principles Canvas Tool
- *Rostrum* article: Faculty recommendations to second level interviews—focusing on diversifying the faculty
- ASCCC President Special Plenary Invitation Email (on 9/29/20 to local senate presidents and part-time listserv)
- PTC Workplan and Goals
- Updated ASCCC Part-time Committee Charge