



Academic Senate for California Community Colleges

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Resolutions Committee
Tuesday, October 14, 2014
10:00-11:00 AM
CCC Confer
1-888-450-4821
Passcode: 972003

MINUTES

I. Call to order and approval of the agenda – 10:04 AM

Present: John Freitas (chair), Julie Adams, Randy Beach, Kale Braden, Debbie Klein, Michelle Sampat.

Absent: None

II. Public Comments (3 minutes each) - None

III. Approval of the April 18, 2014 minutes

A. Minutes from April 18th are approved. 3 abstentions: Kale Braden, Debbie Klein and Michelle Sampat

B. Review of tasks for pre-session Area meetings and at plenary session

a. Pre-session Area meetings

i. Process overview: Review the Handbook before the Area meeting. It covers Plenary tasks. Not approved until the body adopts it.

ii. Resolutions discussion tasks:

1. Resolutions process overview at Area Meetings.
2. Resolutions discussion. Keep track of edits. Clarify whether they are stylistic changes. We can make note of where clarification is needed.
3. Don't use track changes. John will send an email to the Area representatives with the appropriate tracking instructions.
4. Areas will discuss Referrals as well.
5. Area Reps submit in amendments and new resolutions to the Resolutions Chair and Executive Director.
6. Recommend that people air amendments at Area meetings and then bring them to Session to minimize duplication and to encourage dialog with the resolution contact. A bulletin board can be set up at Plenary for authors and amenders to contact each other. However, attendees at Area meetings still have the right to submit amendments.
7. Encourage amenders to contact authors to work on amendments.
8. Track what is pulled from Consent. Don't pull things from Consent unless you want to debate the point. If it's a personal philosophy that the item should be pulled on principle, please reconsider.

iii. Post-Area meeting tasks

1. Area Reps have 24 hours to send the edits, proposed amendments and new resolutions. Make sure any every amendment and resolution has a contact!

b. During plenary

- i. Resolution writing/amendment sessions: Thursday and Friday.
 - a. Collect Resolutions Forms, check signatures, and start compiling Resolutions and Amendments.
 - b. Randy will be the compiler.
 - c. Resolutions can be pulled. Anyone who wants to pull something from Consent needs to let John Freitas or Julie Adams know.
 - d. On Friday, track edits. If there are amendments, they can be collected at Area meetings.
 - e. Amendments or New Resolutions submitted at Plenary
 - i. If an Amendment is being submitted, the amender must attend the 4:00 Amendments discussion meeting on Friday.
 - ii. If it's a brand new Resolution or amendment, it needs to go on a flash drive.
 - iii. Amendments need to be legible and make sense. Check to see if they have that information on a flash drive.
 - iv. Need to have a number on the form where they can be reached at session.
 - ii. Breakout (Thursday 3:00-4:15): Randy and Michelle Sampat
 - iii. Office hours (Thursday 11:20-12:30): John, Randy and Michelle Sampat
 - iv. Session Area meeting tasks
 - a. Michelle Grimes-Hillman and Michelle Sampat will lead the Area C Discussion. John Freitas will get the meeting started.
 - b. John Freitas will go to all the Area meetings.
 - v. Friday and Saturday packet preparation: Randy will compile new amendments and resolutions on Thursday and Friday evenings.
 - vi. During Voting on Saturday:
 - a. There was some discussion on how to approach referrals.
 - b. John, Kale, and Debbie will be at the Resolutions Table. All of them will record votes and keep track of referral instructions.
- c. Week after plenary
- i. John will type up the votes and referral instructions and send them to Julie Adams.
 - ii. The Resolutions are renumbered depending on what happens to them.
 - iii. Review of adopted resolutions packet

C. Resolutions plenary breakout session

D. Adjournment