

## EXECUTIVE COMMITTEE MEETING

### *Final Minutes*

Friday, September 11, 2015 to Saturday, September 12, 2015 Meeting

#### **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, J. Bruno, D. Davison, A. Foster, J. Freitas, G. Goold, V. May, D. Morse, W. North, C. Rico, C. Rutan, C. Smith, and J. Stanskas

Liaisons present: J. Escajeda, Chancellor's Office; P. Walker, Chancellor's Office; Erik Skinner, Chancellor's Office; Shaaron Vogel, FACCC; Alana Voechting, Student Senate

Guests present: Susan Bowley, Yuba College; Dianna Chiabotti, Napa Valley College; Dan Crump, American River College; Roietta Fulgham, American River College; Mara Javines, Antelope Valley College; Julie Oliver, Cosumnes River College; Jennifer Simonson, Clovis College

Staff present: Sandra Sanchez, Executive Assistant

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

At the request of Morse, item VI. C. 1. C-ID Report was moved to section V. Discussion and items IV. K. Chancellor's Office Equity Summits and V. D. Consultation Council Update were added to the agenda. The agenda was approved by consensus as amended.

##### **C. Public Comment**

No public comment.

##### **D. Calendar**

Members were provided with an updated calendar of events and meetings, as well as a list of reminders and due dates. The October agenda deadline is September 18, 2015 and the *Rostrum* deadline is October 12, 2015.

##### **E. Action Tracking**

Adams provided the committee with updates on action tracking and the Executive Committee LiveBinder. Members were asked to update the action tracking spreadsheet before the next meeting. It was requested for Adams and staff to add this spreadsheet to the LiveBinder and share a link to the document with members.

**Action:**

- Adams/Staff will add the action tracking spreadsheet to the Executive Committee LiveBinder and share a link to the document with members.
- Members to update action tracking spreadsheet before October meeting.

**F. Dinner Arrangements**

Members discussed dinner arrangements.

**II. CONSENT CALENDAR**

**A. August 21-22, 2015 Meeting Minutes, Stankas**

**B. Standing Committee Appointments, Morse**

**C. Committee Priorities, Chairs**

**D. CTE Regional Meeting Agenda, Goold**

**E. Resolutions to Honor Former Executive Committee Members, Morse**

**F. Curriculum Regional Meeting Agenda, Freitas**

**MSC (Goold/Davison) to approve the consent calendar.**

**Action:**

- Item A: Staff will post the approved August minutes to the Senate website.
- Item B: Committee Chairs will continue to recruit faculty participants and President Morse will confirm these appointments as necessary; Staff will post all appointments on the ASCCC website.
- Item D: Staff will post the approved CTE Regional meeting agenda to the ASCCC website.
- Item E: President Morse will present resolutions to Dan Crump and Michelle Grimes-Hillman in honor of their service on the Executive Committee.
- Item F: Staff will post the approved Curriculum Regional meeting agenda to the ASCCC website.

**III. REPORTS**

**A. President's/Executive Director's Report, Morse/Adams**

President Morse addressed the Open Forum on Accreditation and the Discussion with Local Faculty Leaders that were included on the Executive Committee's September agenda. These discussions received a lot of interest, and there were several requests to set up remote access. Unfortunately, he and Adams were unable to accommodate these requests; however, they will consider remote access for similar discussions in the future.

Morse discussed the letter of opposition regarding AB 968 (Williams, College Transcripts) that the Executive Committee agreed to send at the August meeting. Morse solicited feedback from members and prepared the letter; however, he was later advised by Andrea York, FACCC's Director of Government Relations and by Vince Stewart, the Chancellor's Office Vice-Chancellor of Government Relations, not to send it. The bill has moved through the Senate floor without opposition, so he and the committee agreed that filing the letter at this point is not

in the best interest of the Senate. Vice-Chancellor Stewart agreed to do his best to share the Senate's concerns during the discussion on implementation.

Morse informed the committee of his meeting with the new CCLC President and CEO, Larry Galizio, replacing Thuy Nguyen. He also updated members on his recent visits to College of the Desert, Folsom Lake College, Golden West College and Oxnard College.

Morse shared that Bruno, Rico, Rutan, Stanskas and himself will be presenting at the RP Group's upcoming Strengthening Student Success Conference. Additionally, he was approved to present three breakouts at the CCLC Annual Convention in November. Topics will include faculty hiring, positive interactions between CIOs and Senate Presidents, and the 50% Law.

The Chancellor's Office has authorized the development of a workgroup to review the processes of the 50% Law. Morse will be one of the workgroup's chairs. He also noted that the discussion on the 50% Law is a suggested presentation for the upcoming Fall Plenary Session.

Adams opened her report with an update on the Career Pathways Toolkit. She informed members that there are 164 pathways in the high school toolkit – 64 of which are tied to C-ID. There is an interest to develop a webinar. Adams is working with Krystinne Mica, C-ID Program Manager, and Kris Costa, Articulation Liaison, to arrange a vendor table at the upcoming CSU/UC/CC Counselor Conference where they can advertise the toolkit. They are also looking into presenting at the 2015 Educating Careers Conference. Adams and Morse discussed the need for funding in order to continue the work of Statewide Career Pathways. They plan to make recommendations to the Chancellor's Office concerning this matter.

Adams attended the recent Bachelor's Degree Pilot College meeting and technical assistance visit at Folsom Lake College. She informed members about the Spring Session planning meeting that was held at the ASCCC office with representatives from the CCCCIOs, CCCAOE, CSSOs, and the Chancellor's Office. Adams also provided an update on the Inmate Education Program. She recently attended an inmate training with representatives from Folsom Lake College, Chaffey College, Antelope Valley College and Lassen College. There is an interest to develop modules to train faculty on how to work with incarcerated students.

Adams attended the Economic Workforce Extended Operations meeting where they reviewed recommendations from the Work Force Task Force. She informed the attendees that the Senate is developing a whitepaper on effective curricular processes which should be available in fall. The Chancellor's Office as well as other requested that a section about CTE be included in the paper. Adams updated members on operational issues included the upcoming audit and hiring of staff members.

## **B. Foundation President's Report, May**

May met with Adams on September 8, 2015 to discuss ASFCCC current issues and future plans. The ASFCCC Board of Directors will meet on September 29, 2015. Agenda items will include:

- Update Strategic Fundraising Plan (3-year plan)
- Research Projects – The Board of Directors will be developing a research plan for how to address resolution priorities and consider three projects: Impact of Full-Time Faculty on Student Success (partnering with FACCC), Effective Practices for Hiring Diverse Faculty (from EDAC), and Resolution S15 2.01 Disaggregation of Learning Outcomes Data.
- Goals for 2015-16
- Annual Fall Report – The last report to the field went out in spring 2013. Going forward, the Foundation would like to put out a new report every fall.
- ASFCCC Board of Directors Job Descriptions
- Monkey Trophy Contest

The new and improved Foundation website will go live in the next week, so the old site will be down for maintenance during this transition. Lastly, the call for nominations for the Board of Directors was shared through the Academic Senate President Listserv on September, 8, 2015.

## **C. Liaison Oral Reports**

- **FACCC:** Vogel updated members on upcoming FACCC events including: the Diversity, Culture, and Learning Conference (sold out) on September 19; the Budget Workshop on September 21; the Part-Time Faculty Symposium on November 7; and the 2016 Policy Forum on January 29. Vogel also encouraged members to recommend nominees for the FACCC Outstanding Faculty Awards – More information is available on the FACCC website. Lastly, she concluded with a brief legislative update.
- **Student Senate:** Vochting informed members that the Student Senate was approved as a 501(c)(3) organization and they will be discussing strategic planning at their next meeting. Vochting hopes to increase networking with system partners and would also like to develop a shared governance matrix to make sure student representatives are attending assigned events and meetings.

## **IV. ACTION ITEMS**

### **A. Legislative Update**

Bruno provided the committee with an update on recent state and federal legislation.

Members discussed whether the Senate should provide a letter of support for AB 288 (Holden, August 28, 2015) *College and Career Access Pathways Partnership*, which would authorize a community college district to enter into a

College and Career Access Pathways partnerships (CCAP) with a K-12 school district to develop pathway from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness. This bill is sponsored by the Chancellor's Office and is highly supported by the Community College League of California. A few members were concerned with the implementation of the bill and how it may affect curriculum. It was noted that, in a letter of support, the Senate could express these concerns and share suggestions for implementation.

**MSC (North/Foster) to approve a letter of support for AB 288 (Holden, August 28, 2015) with the ASCCC concerns and suggestions.**

**Action:**

- Executive Committee Members will send the president comments, concerns, and suggestions to inform the letter of support.
- Using comments, concerns, and suggestions provided by the Executive Committee, President Morse will send a letter of support for AB 288.

The committee reviewed SB 42 (Liu, August 28, 2015) *Commission on Higher Education Performance*, which was significantly amended on July 14, 2015, and discussed whether the Senate should maintain its position of opposition. Members were informed that there is no opposition on the current version from other organizations.

**MSU (Stankas/Achenbach) The Executive Committee came to a unanimous decision to reassert the Senate's opposition to SB 42 (Liu, as of August 28, 2015), alert FACCC, and discuss with Chancellor Harris.**

**Action:**

- President Morse will continue to assert the Senate's opposition to SB42 including working with FACCC and Chancellor Harris.

The committee also discussed AB 968 (Williams, August 28, 2015) *Transcripts*, which would require districts to indicate on a student's transcript when the student is ineligible to reenroll due to suspension or expulsion for the period of time. The bill is intended to ensure the integrity and transparency of student transcripts to increase the safety and security of California campuses. Organizations that support the bill include: California Coalition against Sexual Assault, California Federation of Teachers, California State Student Association, CSU and UC.

**B. Workforce Taskforce Update and Direction, Bruno**

Bruno updated members on the status of the recommendations of the workforce taskforce and suggested ideas about how best to inform the implementation of the recommendations. Members provided feedback, which will be used by the

Officers to further develop and bring back to the Executive Committee for consideration.

**Action**

The Officers will meet to discuss how best to inform the implementation of the workforce task force recommendations.

**C. Fall Plenary Session**

Member reviewed the preliminary program for the 2015 Fall Plenary Session and made changes as necessary. Members also discussed ideas for keynote speakers, breakouts, and timeline.

**MSC (Stankas/Freitas) to approve the preliminary program as amended.**

**Action:**

Adams will resolve any scheduling conflicts and send to the Executive Committee.

**D. Recommendations and Feedback of the Bachelor's Degree Task Force, Stankas**

Stankas updated the committee on the Bachelor's Degree Task Force meeting held September 2, 2015. It was suggested to survey the field at large for comment on the Bachelor's Degree recommendations. There is also an interest to invite discipline faculty, articulation officers, programmatic counselors and curriculum chairs from the pilot colleges to join a Community of Practice Listserv where they can discuss common questions and share solutions. The Task Force will provide an update at the ASCCC CTE Regional Meetings, the CCCAOE Fall Conference, the CIO Fall Conference, and the ASCCC Fall Plenary Session.

The committee discussed the task force's draft resolutions on minimum qualifications, defining parameters, and general education, as well as the three draft resolutions from the Chancellor's Office.

**MSC (Rico/Freitas) to approve the distribution of the feedback survey to the field including CIOs, CSSOs, CCCAOE, CTE faculty and others.**

**E. Faculty Development Committee Direction and Charge**

At the August Executive Committee meeting, Resolutions 12.01 F14 and 12.03 F14 were assigned to the Faculty Development Committee and incorporated into its revised charge. Since that discussion, there has been an interest to broaden the committee's direction and change its focus to evaluate the ASCCC professional development offerings including a review of current events, development of an overall professional development plan, and making recommendations to the Executive Committee on additional professional development opportunities.

The committee discussed the revised charge and made minor modifications as recommended.

**MSC (Freitas/Aschenbach) to approve the charge of the Faculty Development Committee as amended.**

**Action**

Staff will post the revised charge on the ASCCC website.

**F. CCCCIO Liaison to Executive Committee Meetings**

Members discussed inviting the CCCCIO Executive Board to send a liaison to Executive Committee meetings. It was also suggested to invite a liaison from CSSO.

**MSC (Smith/Rico) to invite liaisons from CCCIO and CSSSO to Executive Committee meetings.**

**G. Resolutions, Stankas**

The Executive Committee discussed the resolution process and presented resolutions related to the CCC Bachelor Degree Pilot.

**H. Instructional Design and Innovation (IDI)**

The committee reviewed the Call for Presentations for IDI with particular attention to the possible proposal categories. Adams informed members that a category for vendors was added to allow vendors access to the event. These presentations will be noted in the program with an acknowledgment that the ASCCC does not endorse the products. There were suggestions to slightly modify the language of the presentation rule concerning content/vendor endorsement.

**MSC (North/Goold) to approve the IDI Call for Presentations as amended.**

**I. Curriculum Processes and Effective Practices White Paper Proposal**

Because of the major developments with the draft recommendations of the Work Force Task Force and the Bachelor's Degree Task Force recommendations, the Curriculum Committee has been asked to draft a white paper on effective practices for curriculum. The Executive Committee suggested that the paper focus only on the curriculum committee role and local approval processes and include a section on CTE process.

**MSC (Smith/Goold) to approve the drafting of the proposed white paper with the recommendation that it focus on the role of the curriculum committee and local approval processes.**

**Action**

A white paper will return to the next meeting for consideration of approval.

**J. Curriculum Committee Regional Coordination Survey**

At the August 2015 Executive Committee meeting, Freitas and May requested that the final approval of the draft survey on the Regional Coordination of Courses be postponed until the 2015-16 Curriculum Committee had the opportunity to review the draft survey. The Curriculum Committee reviewed the survey and made minor revision to improve the clarity of the survey.

**MSC (Smith/Rutan) to approve the revised survey.**

**K. Chancellor's Office Equity Summits**

The Equal Employment Opportunity (EEO) Committee has asked the Senate to sponsor two summits they are holding on hiring and diversifying faculty. Morse requested approval from the Executive Committee to move forward with this opportunity.

**MSC (Adrienne/Grant) to approve the Senate sponsorship of the EEO Committee's upcoming summits.**

**V. DISCUSSION**

**A. Chancellor's Office Liaison Report**

Interim Dean Escajeda, Vice Chancellor Walker, and Deputy Chancellor Skinner provided a Chancellor's Office update and covered the following topics:

- ADTs: 56 colleges met the August 31 ADT development deadline in compliance with SB440.
- Basic Skills: The Basic Skills Initiative (BSI) expenditure report for prior years and the activity plans for the current year are due October 1, 2015. The Chancellor's Office will present a comprehensive overview of Basic Skills Programs to the Board of Governors on September 20.
- Walker discussed her involvement with the Senate's Bachelor's Degree Task Force meeting and the CSU General Education Advisory Committee (GEAC) meeting concerns with the community college baccalaureate project. She praised the Senate's ability to manage the generation of the parameters of this project.
- Inmate Education: Professional Development training for faculty and administrators of the four selected colleges took place the week of August 30, through the Prison University Project at San Quentin. Initial course offerings are planned for this fall. A statewide Inmate Education Summit is planned for December 2014.
- Veteran and Military Education: The Chancellor's Office is working with Student Services to try to align veteran education with prior learning through the military and the American Council on Education (ACE). Walker is also trying to connect the colleges with the California Conservation Corps, which might help veterans and military students transition to life on campus.

- Budget: System budget requests will be presented to the Board of Governors on September 21. Some of the policy areas of significance include funding for the Work Force Task Force, full-time hiring augmentation, and basic skills.
- Curriculum Management System: The Chancellor's Office is working with Butte Technology Center to develop a new curriculum inventory system. The system is still undergoing changes, but they hope to have a soft rollout by the end of the academic year.

**B. Open Forum on Accreditation**

The Executive Committee held an open discussion of the recently released report by the Chancellor's Office Task Force on Accreditation and on accreditation in the system in general.

**C. Discussion with Local Faculty Leaders**

Local faculty leaders engaged the Executive Committee with questions and comments on topics related to Academic Senate purview.

**D. Consultation Council Update**

The Consultation Council discussed legislation, budget, accreditation, and the Workforce Taskforce. They also received an update from the EEO Committee on distribution of equity funding. 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 is a push for the third option, so the Council brainstormed some ideas. Notes from this discussion are available on the Council's website, and Morse strongly encouraged members to review them. The larger focus is on full-time faculty, but includes part-time faculty as well.

**E. C-ID Report**

Per SB-440, at least two transfer model curriculums (TMCs) in areas of emphasis (AOEs) must be developed by the end of the 2015-16 academic year. The TMCs for Social Justice Studies and Global Studies were originally intended to be posted to the Chancellor's Office website on September 1, 2015, but they were not ready for posting by that date. TMCs are posted to the Chancellor's Office website on September 1 and February 1 yearend, but it might be possible to post the AOE TMCs on a different schedule since no college will be required to create an ADT in either area within 18 months. There is an interest to work with the Chancellor's Office to see if the TMCs can be posted in October.

**MSC (North/Goold) to approve exploring if the Chancellor's Office will consider posting the AOE TMCs for Social Justice Studies and Global Studies in October rather than February.**

**VI. REPORTS**

**A. Standing Committee Minutes**

1. Curriculum Committee Approved Minutes, August 4, 2015, Freitas

2. Curriculum Committee Approved Minutes, August 19, 2015, Freitas

**B. Liaison Reports**

1. OEI Steering Committee Draft Charter Revision, Freitas

2. OEI Steering Committee Minutes, May 2015, Freitas

3. OEI Steering Committee Minutes, June 2015, Freitas

4. OEI Steering Committee Minutes, July 2015, Freitas

**VII. ADJOURNMENT**

The Executive Committee meeting was adjourned at 12:45 p.m.

Respectfully submitted by

Sandra Sanchez, Executive Assistant

Julie Adams, Executive Director

John Stankas, Secretary