

STANDARDS AND PRACTICES COMMITTEE

Minutes

Zoom Meeting

**Time: Nov 18, 2021 03:10 PM Pacific Time (US and Canada)**

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/97675212845

Or iPhone one-tap (US Toll): +16699006833,97675212845# or +13462487799, 97675212845#

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Dial:

+1 669 900 6833 (US Toll)

+1 346 248 7799 (US Toll)

+1 253 215 8782 (US Toll)

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Meeting ID: 976 7521 2845

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Or an H.323/SIP room system:

H.323: 162.255.37.11 (US West) or 162.255.36.11 (US East)

Meeting ID: 976 7521 2845

SIP: 97675212845@zoomcrc.com

Or Skype for Business (Lync):

SIP:97675212845@lync.zoom.us

1. Called to Order **3:16pm** and Adoption of the Agenda Approved **M. Karla, S. Travis**
2. Approval of Minutes 9.23.21 Minutes Postponed; 10.21.21 Minutes Approved **M. Eric, S. Travis**
3. Application for Statewide Service – <http://asccc.org/content/application-statewide-service>
4. Status of Previous Action Items
   1. Resolutions Not Assigned

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 19.01 | [2021](https://asccc.org/category/year/2021) | [Fall](https://asccc.org/category/session/fall) | [Support Diversity, Equity, and Inclusion-Focused Hiring Practices](https://asccc.org/resolutions/support-diversity-equity-and-inclusion-focused-hiring-practices) | [Professional Standards](https://asccc.org/category/resolutiontopic/professional-standards) |  |

Discussion: Resolution discussed as possible resolution assignment to this committee. Next Executive meeting scheduled December 3rd possible resolution assignment. Chair agreed to keep the committee updated.

* 1. Assigned Resolutions

(Strikethroughs indicate completed resolutions)

[10.01 2021 Spring Disciplines List—Film and Media Studies](https://asccc.org/resolutions/disciplines-list%E2%80%94film-and-media-studies)

[10.02 2021 Spring Disciplines List—Digital Fabrication Technology](https://asccc.org/resolutions/disciplines-list%E2%80%94digital-fabrication-technology)

* 1. Assigned Tasks

[2020-2021 End of Year Report Standards and Practices](https://drive.google.com/file/d/1hD0GvQdL9mSxV0tfauLGBZG42dT81PQ9/view)

What areas would you recommend the committee focus on next year 2021-2022?

* ~~Drop-in virtual sessions in August and September for Disciplines List proposal help~~
* Virtual ASCCC Awards session in early fall-highlight colleges with good process for soliciting nominations
* Award readers
* Review of ASCCC rules and bylaws for general clean-up and consistency in language
* Awards handbook review-inclusivity updates, align handbook language with recently updated rubric language
* DEI work as assigned
* Review charge in spring 2022

1. Committee Priorities
   1. **High Priority DEI Implementation Strategies and Activities- Place holder statement by chair**

**Hiring Practices**

*Strategy:* Diversify hiring or screening committees with members of diverse educational background, gender, and ethnicity

***Proposed Activity#1****:* CCCCO and ACHRO create modules that outline a process for improving and diversifying screening and hiring committees to provide guidance to the field.

*ASCCC Activity:* Continue to update Model Hiring Principles and Practices; Create guidelines/criteria for diverse committee appointment & participation (building from hiring/screening committee selection in MHPP)

*ASCCC Assignment:* *Standards & Practices,* EDAC, Educational Policies, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

***Proposed Activity #2****:* ACHRO and ASCCC collaborate to create a tool to assess diverse representation.

*ASCCC Activity:* Develop guidelines and criteria for assessing representation on committees, including hiring/screening committees

*ASCCC Assignment:* EDAC, Educational Policies, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

**Chancellor’s Office Strategies**

***Strategy****:* Imbed diversity, equity, and inclusion into all faculty and staff (classified and administrators) awards (i.e. Stanback-Stroud Diversity Award, Dr. John Rice Diversity and Equity Award; Hayward Award; CC Classified Employee of the Year Award).

*Proposed Activity:* ASCCC to evaluate the Academic Senate Faculty award application process and imbed diversity, equity, and inclusion criteria; Statewide associations to take similar actions.

*ASCCC Activity:* Follow-up on 2019-2020 Standards & Practices efforts to update award announcements, criteria, and rubrics to further embed DEI; evaluate diversity of past winners using available data; make recommendations for increasing diversity of award applicants and winners; share effective practices with local senates

*ASCCC Assignment:* Standards and Practices Committee, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

Resource: Vision for Success Diversity, Equity, and Inclusion Task Force 2020 Report (see Appendix C on page 31 for Implementation Strategies)

<https://www.cccco.edu/-/media/CCCCO-Website/Reports/CCCCO_DEI_Report.pdf>

* 1. **Discussion Item: Rubric –** S&PCommittee Recommendations December Executive Committee Agenda Item

1. Rostrum Article Discussion Item  
   Rostrum Timeline

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| To: | Krystinne | David | Dolores | Katie | The Field |
|  | ~~September 24~~ | ~~October 1~~ | ~~October 11~~ | ~~October 18~~ | ~~November 3~~ |
|  | January 3 | January 7 | January 14 | January 21 | February 7 |
|  | February 25 | March 4 | March 24 | March 21? | April 6 |

Discussion: Committee member Miryan N. agreed to confirmed title on Accessibility rostrum article for February with January 3rd deadline. First draft will send out this week.

Karla K. and LaTonya P. agreed to March rostrum article with February deadline (Title identification around building **collegiality** in standards, norms and how we function as a **model** or responding to the evaluation **growth** areas).

1. Disciplines List

**Chair discussed Disciplines List Hearing – Held on Friday, November 5, 2021 for the following:**

[Asian American Studies](https://www.asccc.org/sites/default/files/MQ%20in%20Asian%20American%20Studies%20.pdf)\*

[Native American/American Indian Studies](https://www.asccc.org/sites/default/files/Native%20American-Indian%20Studies%20-%20received%20by%20mail%205.06.21%20Dr%20Leal.pdf)\*

[Nanotechnology](https://www.asccc.org/sites/default/files/MQ%20in%20Advanced%20Materials%20-%20Nanotechnology.pdf)

Discussion Next Step:

Discussed Discipline’s List Next Step: Chair and 2nd Chair will summarize Discipline Hearing notes and present at January Executive meeting.

Discipline List Submissions and Comments Recommendations Discussed based on Chairs experience of receiving multiple emails with no deadline. Follow up agenda item to discuss recommendation on 24 hours submission deadline recommendation, Summary in writing from Discipline Hearing speaker. Chair to follow up with reviewing policy minutes from 2016-2017 Standards and Practices Committee (John F. Chair).

Disciplines List Handbook

<https://asccc.org/sites/default/files/DLHandbook_Final_Revision_Spr_20.pdf>

* **Giving Tuesday Announcement:**

On November 30, 2021, people all around the world are coming together to tap into the power of human connection and strengthen communities and change our world. Will you join them?  
  
The Foundation of the Academic Senate for California Community Colleges will be participating in Giving Tuesday and we need your help!  
  
The mission of the Academic Senate Foundation for California Community Colleges is to enhance the excellence of the California community colleges by sustained support for professional development of our diverse faculty in the furtherance of effective teaching and learning practices. The Foundation provides scholarships annually to full- and part-time faculty to attend a myriad of professional development activities. All scholarship opportunities are made possible through our donors!  
  
In 2021, the Foundation launched the Innovation Scholarship to provide funding for faculty to attend professional development activities across the state. During our first Giving Tuesday, we raised $4,200, which provided scholarships for four faculty members to attend professional development events and programs. Our goal this year is to once again raise $6,000. Will you partner with us to support our faculty?  
  
Here is how you can get ready to give:  
  
1. [Add Giving Tuesday to Your Calendar](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-r/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSger_M7lg$)   
  
2. Give! On November 30, visit the [Foundation Website](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-y/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgUClwgaH$) and donate.  
  
3. Select us as [Your Amazon Smile Charity](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-j/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgfhuu9ug$)! If you shop using Amazon, please consider selecting us as your Amazon Smile Charity. Once set up, you can also use Amazon Smile on your mobile device. Learn more about [Amazon Smile](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-t/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgRGMYivM$).  
  
4. Spread the word. Encourage your friends and family to join you in creating real impact on November 30 by sharing what our mission means to you, and how it has impacted you! Check us out on [Facebook](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-i/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgb796ceN$), [Instagram](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-d/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgfLKNavg$), and [Twitter](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-h/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgUY-_Sqm$)!  
  
Together, we look forward to the opportunity to provide continued support to our faculty and community! Learn more at the Academic Senate Foundation for California Community College's [website](https://urldefense.com/v3/__https:/academicsenate.cmail20.com/t/y-l-oudnhk-tiochykt-k/__;!!MAvgZiKdB6dk!W6adyffyrVh3LynU17N5rFDWbANBG-dmaTPe6bBA5uGRTQCkj6bPBDecp-TSgZN6SVS3$)!

1. Awards

Discussed S&P Committee Stanback-Stroud Diversity Award scoring recommendations submitted by chair for December 3, 2021 Executive meeting. Application process email sent to local senate Presidents along with direct link from Krystinne regarding procedure & checklist.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Award** | **Call** | **Due**  **in Office** | **Sent to Readers** | **Selection Due to Office** | **Award**  **Presented** |
| Exemplary | October  1st week | November  2nd week | November  2nd week | November  4th week | January BOG Meeting |
|  | October 4, 2021 | November 8, 2021 | November 12,  2021 | December 3, 2021 | TBD  (BoG staff 1st week of Dec) |
| Hayward | November  1st week | December  2nd week | December  3rd week | February  1st week | March BOG Meeting |
|  | November 1, 2021 | December 10, 2021 | December 17, 2021 | February 1, 2021 | TBD  (BoG staff 3rd week of Feb) |
| Diversity | December  1st week | February  2nd week | February  3rd week | March 2nd  week | Spring Plenary Session Fri |
|  | December 1, 2021 | February 7, 2022 | February 14, 2022 | March 7, 2022 |  |

Discussion: Chair reviewed the awards dates’ calendar. Exemplary Award email from Kyrstinne discussed and resent to committee members by Karla K. during the meeting.

**Readers:**

The Standards and Practices (S&P) Committee chair is responsible for ensuring that the appropriate readers are selected for each award. Below is the reader selection process for each award.

Selection:   
[*Exemplary Program Award*](https://asccc.org/events/exemplary-program-award-0): S&P Committee members and at least one representative from CIOs, CSSOs, CEOs, and Student Senate will read these awards. The S&P chair will identify these representatives prior to the due date so that the applications can be mailed directly to them by the office.

[*Hayward Awards*](https://asccc.org/events/hayward-award-0)*:* S&P members and Area Representatives will select four additional faculty members from their area to read. Note—no one reads applications for their own area.

[*Stanback-Stroud Diversity Award*](https://asccc.org/events/stanback-stroud-diversity-award-0)*:* S&P members and the Equity and Diversity Action Committee (EDAC) will read these awards.

Disqualification of readers: Members of S&P, Executive Committee, or any other readers cannot participate in reading any application where their college is a nominee. This participation includes receiving a copy of the applications or participating in the discussion about scores or applications.

**Field Message:** There has been an update to the submission process for the Hayward Award. The Office heard from several senate presidents who indicated that the online submission portal posed an issue locally on their nomination process for the award. In order to address their concerns, changes were made to the guidance under **"Application Procedure and Checklist"** so that it directs the college to submit the form, instead of allowing the college or the nominee to submit it. The Office has also provided a word copy of the application form for the nominees to use locally so that colleges may review the document ahead of time to make a decision on which nominee(s) to forward.

1. Chair Announced the following:

On November 6, 2021, the Academic Senate for California Community Colleges made yet another historic transition that allowed our community colleges and districts to vote on resolutions in a hybrid format, during the ASCCC's first-ever hybrid plenary session. 124 college and district delegates, as well as the ASCCC Executive Committee, participated in the voting process and passed 23 resolutions and referred two back to the Executive Committee.

The final adopted packet is available on the [ASCCC plenary webpage](https://urldefense.com/v3/__https:/asccc.org/events/2021-11-04-150000-2021-11-06-230000/2021-fall-plenary-session-hybrid-event__;!!MAvgZiKdB6dk!WUoykTnEP82XqyTa0rHEeyE4E55l3UuCipzX42kiSIXEJZ9C5ZwE6JZGutzcqlneuycm$), under the Resolutions tab. Thank you all for your participation.

* 1. Upcoming Events and Meetings

• 2022 Part-Time Faculty Institute Virtual Event- February 4-5, 2022

• 2022 Accreditation Institute- February 25-26, 2022 (Committee Member Eric plans to attend in person)

1. Meeting Dates:

~~Thursday, September 23, 2021 3:10-4:10 pm~~

~~Thursday, October 21, 2021 3:10-4:10 pm~~

~~Thursday, November 18, 2021 3:10-4:10 pm~~

Next meeting date highlighted-Thursday, December 16, 2021 3:10-4:10 pm

1. Adjournment **@ 3:51pm**

**Status of Previous Action Items**

1. **In Progress** (include details about pending items such as resolutions, papers, *Rostrums*, etc.)
2. **Completed** (include a list of those items that have been completed as a way to build the end of year report).