

**ACADEMIC SENATE for CALIFORNIA COMMUNITY COLLEGES
EXECUTIVE COMMITTEE MEETING
April 8, 2015**

Berkeley City College, 2050 Center Street, Berkeley, CA 94704

I. ORDER OF BUSINESS

A. Roll Call

President Morse called the meeting to order at 12:30 p.m. and welcomed members and guests.

Members present: J. Adams, J. Bruno, D. Crump, P. Crawford, D. Davison, J. Freitas, M. Grimes-Hillman, D. Klein, W. North, C. Rico, C. Rutan, J. Stankas, and J. Todd. C. Braden was absent due to jury duty.

Liaisons: Cris McCullough, Chancellor's Office; Asia Reed, Student Senate CCC; and Shaaron Vogel, FACCC.

Guests: Joseph Bielanski, Berkeley City College; Mary Clarke-Miller, Berkeley City College; Walt Dimantora, CCCCCO; Tram Vo-Kumamoto, VPI, Berkeley City College; Shawn McDougal, Berkeley City College; Kelly Pernell, Berkeley City College; and Cleavon Smith, Senate President, Berkeley City College.

B. Approval of Agenda

The Agenda was approved by consent.

C. Public Comment

No comments were received.

D. Calendar

The next *Rostrum* articles are due on April 19, 2015.

E. ASCCC Action Tracking

Members discussed the Action Tracking spreadsheet. Members were asked to provide staff with any updates to the spreadsheet prior to the Executive Committee Agenda deadline.

F. Dinner Arrangements

Members discussed dinner arrangements.

II. CONSENT CALENDAR

A. March 2015 Executive Committee Meeting Minutes, Stankas

B. Standards and Guidelines for Regional Meeting Planning, Freitas

C. Process and Criteria for Norbert Bischof Faculty Freedom Fighter Award, Rutan

D. Policy for Removal of a Member of the Executive Committee, Rutan

E. CTE Leadership Institute, Adams/North

Item II. C was removed from the consent calendar and will return to the May meeting for discussion and possible approval.

MSC (Rutan/Davison) to approve the consent calendar as amended.

Action items:

Item A: Minutes will be posted on the website.

Item B: Adams will bring back draft guidelines and standards to the August meeting for discussion and direction.

Item D: Policy will be included in the ASCCC Policies.

Item E: Program will be finalized and published.

III. REPORTS

A. Presidents/Executive Director's Report

President Morse activities since the last meeting were as follows:

- Morse acknowledged the great job everyone did in conducting the area and regional meetings, and the academic academy;
- The Association of California Community College Administrators (ACCCA) invited the ASCCC president to participate in the next ACCCA Great Dean's Training;
- Morse, along with Braden and Bruno, met with Assemblymember Bonilla regarding AB 798 (Textbook Affordability Act).
- Morse met with Vice Chancellors Walker and Noldon in regards to the C-ID Grant.
- Morse and Adams met with Deputy Chancellor Erik Skinner and Tim Calhoun to agree on a process for providing stipends to faculty for their expertise on the three online initiatives;
- The Consultation Council Accreditation Task Force, which had not met for two years, is meeting again to address system-wide accreditation concerns.
- The Community College League of California has invited the ASCCC to present at their upcoming Equity Summit conference in Los Angeles. Todd, Grimes-Hillman, and Morse will make the presentation.

Morse concluded his report by informing members that he has received a written report from the attorney regarding the ASCCC and the Brown Act. It will be provided next meeting. He also noted that Vice-Chancellor Walker and Chancellor Harris raised concern over the lack of diversity of faculty and expressed willingness to work with the ASCCC this year to address faculty diversity.

Adams shared that she is working with organizations representing the Chief Instructional Officers, Occupational Deans, and possibility Chief Student Services Officers to hold a joint conference as part of the Spring 2016 plenary session at the Sacramento Convention Center. She is currently in negotiations with the organizations, hotels, and the convention center.

Adams attended the Sacramento Doing What Matters Town Hall meeting for industry. There was a panel of presenters and about 40 – 50 people from industry, Chancellor's Office, faculty, and others in attendance. The panel presented much of the information heard at the Faculty Listening Events such as slow curriculum approval processes,

industry needs programs to be more responsive, programs need more funding, etc. At first the presentation appeared to be another “dog and pony show.” However, after discussion with others it appears that the purpose of the event was getting buy-in from industry for the CTE Work Force goals and subsequently recommendations.

Adams provided additional information:

- She continues to seek faculty appointments to the initiatives and Institutional Effectiveness Partnership Resource Teams.
- The Statewide Career Pathways Advisory Group is discussing next steps for continuing the work on pathways if the ASCCC is not successful in getting the TAP grant. There are about four applications. The determination was to be released by April 1st but as of this meeting no results have been released.
- She negotiated using left over funds from the CTE Academy to fund CTE faculty to attend the CTE Institute for free. Attendees went from 23 to 206 in less than 48 hours. The event now has a waiting list. The agenda for the event is on the consent calendar and looks very promising.
- She shared with members a new requirement from the Chancellor’s Office to request purchase orders for all jobs using the ASCCC funds currently held by the Chancellor’s Office. She will contact Vice Chancellor of Fiscal Dan Troy to use the funds to pay for other expenses such as flight or travel.

She concluded her report by announcing that the office is, finally, fully staffed with the addition of Edie Martinelli, our new events planner.

B. Foundation President’s Report

Bruno informed members on the logistics of the upcoming Spring Fling being held on April 10th from 7:00 p.m. to 11:00 p.m., as well as the Silent Auction, Raffle, and ASF T-shirt day.

C. Liaison Oral Reports (*please keep report to 5 mins., each*)

FACCC: Shaaron Vogel informed members that FACCC is sponsoring two bills: AB 404 (Accreditation) and AB 626 (Full-time faculty and percentage of hours taught). Vogel will be moving to the role of president for FACCC beginning July 2015.

Student Senate CCC: Asia Reed provided a brief update on activities at Student Senate CCC, noting that they are currently preparing for their General Assembly (similar to the ASCCC plenary session). They are also creating a new strategic plan and working to get the CCC to adopt the Student Representation Fee, in addition to becoming incorporated.

IV. ACTION ITEMS

A. Legislative Activities, (Action, as necessary)

Bruno informed members that the 2015 Legislative Session is in full swing with a number of bills being introduced. On March 18, 2015 an ASCCC letter was submitted to the Senate Education Committee on SB 42 (Liu, April 7, 2015) *Postsecondary Education: California Commission on Higher Education Performance and Accountability* to express ASCCC’s concerns, as well as interest in collaborating. The

ASCCC Legislation Report, along with state and federal updates from the Chancellor's Office and a Legislation Matrix, were provided in advance of the meeting for review and posted to the ASCCC website. ASCCC has supported AB 288 (Holden, February 11, 2015) *College and Career Access Pathways partnerships*. California Federation of Teachers has concerns regarding providing basic skills instruction to high school students under the AB 288.

B. Curriculum Institute Program

Grimes-Hillman presented the Curriculum Institute Program for a second reading. She highlighted a number of areas in the program that had been modified and noted that novice presenters will be matched with experienced presenters.

MSC (Rutan/North) to approve the draft Curriculum Institute program. This item will return to the next meeting for final approval.

C. Faculty Leadership

Members discussed the survey results. Adams noted that several comments on the survey were related to the access of the materials prior to the event including presentations and presentations. Members thought that presentation outlines could be posted but hesitated posting the final presentations. Members discussed last year's program and determined which topics should be continued, removed, or added.

MSC (Stankas/Freitas) to approve the tentative outline of the Faculty Leadership Institute, with the understanding that modifications will be made. The draft program will be included on the May agenda for final approval.

D. Survey to Update Equivalence to the Minimum Qualifications Paper

Rutan presented a survey developed by the Standards and Practices Committee to gather information about the local equivalency processes which will be used to update the paper on Equivalency to the Minimum Qualifications. The committee requested that the survey be sent to senate presidents, human resources administrators, and any other individuals that participate in local determinations of equivalence.

MSC (Rutan/Freitas) to gather information about the local equivalency processes to be used to update Equivalence to the Minimum Qualifications paper.

E. Curriculum Survey

Grimes-Hillman informed members about a conversation with the CTE Leadership Committee. In response to comments made at the recent CTE faculty listening tours, CTE Leadership Committee were surprised at the range of differences shared with others about local curriculum approval processes. In addition, during the Regional Listening Tours hosted by the Chancellor's Office, administrators, faculty, staff, and industry shared their concern about the perceived slow curriculum processes on our local colleges. The CTE Committee determined that a survey of current practices would inform future conversations. As the chair of the Curriculum Committee, Grimes-Hillman asked her committee to assist with writing a resolution requesting a survey and drafted a possible survey. Members were asked to provide feedback and suggested minor modifications, as

well as the inclusion of the estimated time the survey is expected to take.

MSC (Rico/Davison) to approve the Curriculum Survey with minor modifications.

Action:

The survey will be finalized, formatted, and sent to senate presidents and curriculum chairs immediately following the Spring Plenary Session.

F. Executive Committee Evaluation for Periodic Evaluation of ASCCC

Rutan reminded members that the attached survey was initially reviewed at the March 2015 Executive Committee meeting. Members requested that ranking scale be modified and that some of the question be eliminated or revised. The Standards and Practices Committee revised the survey to make the questions clearer and to modify the scale used to answer each question. The survey needs to be finalized at this meeting so that Executive Committee members can complete the survey prior to the May Executive Committee deadline.

MSC (Freitas/Davison) to approve the Executive Committee Evaluation for the Periodic Evaluation of the ASCCC and completion by the Executive Committee members prior to the May Orientation.

G. System Advisory Committee on Curriculum Update

Grimes-Hillman presented an update of the System Advisory Committee on Curriculum (SACC). The Chancellor's Office has experienced turnover and the Academic Affairs Division is currently understaffed. Several items presented to or recommended by SACC have yet to be implemented and faculty are anxious in the outcome of many items on the SACC agenda. Members were asked to review the current SACC items and assist the SACC co-chair with prioritizing items. Members discussed the items and suggested the following priorities: PCAH, ADTS, Low Unit Certificates, Community Service Document, and ESL Coding. The SACC co-chair will share this conversation and the suggested priorities with the other co-chair of SACCC. No action was required.

H. Accreditation Draft Paper

Stanskas reminded members that the Accreditation Committee was charged with writing an effective practices paper. The Executive Committee approved the outline at its October 2014 meeting. Members were sent a draft paper via email prior to this meeting and asked to provide feedback in advance of the meeting. Members briefly discussed the paper. This item will return to another meeting for discussion and possible adoption.

I. Common Assessment Initiative Competency Maps

Rutan updated members about the Common Assessment Initiative (CAI) competency maps created in English, ESL, and mathematics, which will form the basis of the common assessment test that is currently under developed. The initiative staff conducted a survey via listservs and during multiple presentations at the 2014 Fall Plenary Session and other events. A summary of the survey results were presented to the CAI Steering Committee in November 2014 with a majority of faculty approved the competency maps as presented. However, less than 100 faculty completed the surveys for each competency map and the Steering Committee felt that the number of respondents were low. Rutan

asked the Executive Committee about whether or not the faculty response rate was sufficient enough feedback or should additional vetting be sought prior to the creation of the test specifications.

MSC (Rico/Bruno) to approve the ASCCC holding CAI competency map regionals in fall with funding from CAI.

J. Executive Director Evaluation Team and Tool

Morse reminded members that the newly approved contract language for evaluating the executive director called for the four elected officers and a non-officer Executive Committee member to participate on the Executive Director's evaluation team. He asked members for volunteers or nominations. One member volunteered to participate on the evaluation team. Members then reviewed the evaluation tool.

MSC (Davison/Freitas) to appoint Michelle Grimes-Hillman as the non-officer Executive Committee member to participate on the Executive Director's evaluation team and to approve the evaluation tool as submitted.

V. DISCUSSION

A. Chancellor's Office Liaison

Cris McCullough, Dean of Curriculum and Instruction, updated members on Chancellor's Office activities.

B. Board of Governors/Consultation Council Meetings

Morse updated members about the Bachelor's Degree approvals. Twelve pilot projects were approved and three other pilots are expected to be approved, likely including Rio Hondo and Santa Monica. Morse shared that Compton College is reapplying for accreditation but that it might take another 10 years to qualify. The Board of Governors also approved a transfer agreement with the Historically Black Colleges, which is historic and great news for our students.

Morse informed members of discussions at the Consultation Council including topics related to the Bachelor's Degrees, budget, Student Success and Support Program formula, and adult education. He noted that more information can be found on the Consultation Council webpage.

VI. REPORTS *(if time permits, additionally Executive Committee announcements and report may be provided)*

A. Committee Reports

1. Curriculum Committee, Grimes-Hillman
2. Future, Grimes-Hillman
3. Noncredit Committee, Klein
4. Professional Development Committee, Davison
5. Standards and Practice, Rutan

B. Task Force Reports

1. **Program and Course Approval Handbook (PCAH), Grimes-Hillman**
Grimes-Hillman updated the Executive Committee on the PCAH revision.

C. Liaison Reports

1. Educational Planning Initiative Steering Committee, Rico
2. Institutional Effectiveness Partnership Initiatives, Bruno
3. Student Services Portal Steering Committee, Rico
4. Systems Advisory Committee on Curriculum, Grimes-Hillman

D. Senate Grant and Project Reports

1. Career Technical Education Leadership Committee (CTELC), Goold
2. C-ID Report, Bruno
3. Intersegmental Curriculum Workgroup, Bruno
4. Statewide Career Pathways Grant Narrative, Adams

E. Local Senate Reports

1. Curriculum Presentation at Merced College, Grimes-Hillman/Braden

VII. ADJOURNMENT

The meeting adjourned at 5:15 p.m. on Wednesday, April 8, 2015.

Respectfully submitted by

Jennifer Blankenship, Executive Assistant
John Stankas, Secretary