EXECUTIVE COMMITTEE MEETING

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Friday, August 17-19, 2023

Zoom and In Person

1. **ORDER OF BUSINESS** 
   1. **Roll Call**

President Cheryl Aschenbach called the meeting to order at 9:04 AM and welcomed members and guests.

M. Vélez, R. Stewart Jr., J. Arzola, L. Parker, K. Chow, S. Curry, M. Zeledón-Pérez, C. Howerton, E. Reese, K. Stiemke, C. Guerrero, M. Sapienza and E. Wada.

Liaisons and Guests: Alyssa Nguyen, Senior Director of Research and Evaluation, The Research and Planning Group (RP Group) (remote); Dan Crump, Liaison, Council of Chief Librarians (CCL) (remote); Michael Takeda, Liaison, ASCCC API Caucus (remote), Nicholas Zoffel, Jennifer Zoffel, Strategic Planners, John Stanskas, Vice Chancellor of Academic Affairs, California Community College Chancellor's Office (CCCCO) (remote)

Office Team: Patricia Carrillo, Executive Assistant, Tonya Davis, Director of Administration, Austin Webster, Interim Executive Director

* 1. **Approval of the Agenda**

**Arzola/Curry (MSC) to approve the agenda.**

* 1. **Land Acknowledgement**

We begin today by acknowledging that we are holding our gathering on the land of the Tongva/Acjachemen Nations who have lived and continue to live here. We recognize the Tongva/Acjachemen Nations and their spiritual connection to the ocean and the land as the first stewards and the traditional caretakers of this area we now call Irvine. As we begin, we thank them for their strength, perseverance, and resistance.

We also wish to acknowledge the other Indigenous Peoples who now call Irvine their home, for their shared struggle to maintain their cultures, languages, worldview, and identities in our diverse City.

* 1. **Public Comment**

This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.

No formal public comment was entered.

* 1. **Executive Committee Norms**

Members reviewed the Executive Committee Norms.

* 1. **Calendar**

Members were updated on deadlines.

* 1. **Local Senate Visits**

Members reviewed the Local Senate Visits document and updated the document as necessary.

* 1. **Dinner Arrangements**

Dinner arrangements were made for 6:00 pm at the 90 Pacifica Restaurant & Bar

* 1. **One Minute Executive Committee Member Updates**

Members provided one-minute updates.

* 1. **President/Executive Director Updates**

Aschenbach provided a [written report](https://www.asccc.org/content/executive-committee-meeting-15). Aschenbach reported that she attended the California Community Colleges Distance Education Coordinators June Retreat where she provided an ASCCC report. Aschenbach informed members that there were discussions regarding areas for potential future collaboration. Aschenbach provided a report at the Council Chief Librarians August Board meeting. Aschenbach informed members that there was coordination of faculty participation for Vision 2030/Dual Enrollment Convenings at Long Beach City college, American River College Natomas Center, Southwestern College and East Los Angeles College. Aschenbach reported that there were discussions with Vice Chancellor John Stanskas regarding a Chancellor’s Office dual enrollment memo.

Webster provided a verbal report. Webster reported that the Senate office is currently doing updates to the ASCCC website. Webster explained that there might be missing data or glitches. He encouraged members to bring this information forward to the office if encountered. Webster shared that the Senate office financial department is preparing for the annual audit taking place on September 5, 2023- September 8, 2023. Once the audit is complete an external firm will provide the office with a letter of its findings. Webster announced that FELA mentee applications closed today. The ASCCC is currently waiting on a final scope of work for an additional grant allocation from the Chancellor's Office.

**II. CONSENT CALENDAR**

**A. June Executive Committee Meeting Minutes**

**B. Attendance at the Association of Community College Trustees (ACCT) National Legislative Summit 2024**

**C. Approval of CTE Collaboration Dates**

**III. ACTION ITEMS**

* 1. **Legislative Update – 20 mins., Aschenbach, pg.22**

Aschenbach informed members that there was an updated [Bill Tracking sheet](https://www.asccc.org/content/executive-committee-meeting-15) sent out. The updates involved the movement of multiple bills to the Appropriations Suspense file. The bills have until September 1, 2023 to be moved out of Suspense. Aschenbach stated that September 14, 2023 is the last day to pass a bill in the house of origin. Aschenbach reviewed where the bills currently were sitting with the Executive Committee. Aschenbach informed members that the Legislature will wrap up its first year of the two-year session.

* 1. **2023-2024 ASCCC Executive Committee Community Agreements– 15 mins., Aschenbach pg.32**

The Executive Committee reviewed and revised the 2023-2024 Executive Committee Community Agreements. The language was shifted from *Committee Norms* to *Community Agreements* with the recognition of additional conversation regarding these Community Agreements in the future.

**Parker/Howerton (MSC) shifting language from Committee Norms to Community Agreements.**

* 1. **Articulation and Transfer Caucus Application– 15 mins., Aschenbach/Webster, pg.33**

The Executive Committee discussed and considered for approval the Articulation and Transfer Caucus. Osea shared that the Articulation and Transfer Caucus will be a space for Articulation Officers to voice concerns in a safe area that is solely for Community College faculty. Osea informed members of the Executive Committee that this space would be for those with an interest in Articulation and Transfer related matters. The Executive Committee expressed concern regarding Caucuses being open to faculty of all disciplines and were reminded that Articulation Officers come from various disciplines. Members agreed to modify part of the language to not explicitly mention advising the Executive Committee, since that is the role of the Standing Committees.

**Vélez/Sapienza (MSC) to approve the Transfer and Articulation Caucus.**

* 1. **Faculty Leadership Institute 2024 – 15 mins., Aschenbach/Davis, pg.36**

The Executive Committee discussed the modality and location of the 2024 Faculty Leadership Institute. Aschenbach and Davis presented the budget to the Executive Committee. Davis shared information regarding last year's budget for audio and visual of the event as a hybrid model at a hotel. Members discussed high flexibility capabilities if the event was held at a college. Davis and Aschenbach shared the survey results for the Faculty Leadership Institute. Davis reminded members of the Executive Committee that the Faculty Leadership Institute will be held in Southern California on June 22-24, 2024.

**Curry/Stewart (MSC) in person Faculty Leadership Institute at a hotel.**

* 1. **Second Read Part Time Paper – 30 mins., Curry/Stewart Jr. Zeledón-Pérez, pg.37**

The Executive Committee reviewed the second read of the Part Time paper. Aschenbach explained the intention of feedback and reminded the committee of the spirit of continual improvement to members. The Executive Committee requested the addition of a Table of Contents. Members suggested restructuring the paper to hear faculty voices throughout. The Executive Committee suggested labeling the surveys. The decision was made to bring the paper back to the September Executive Committee Meeting.

**No action by motion was taken.**

* 1. **ASCCC Standing Committee Appointments – 15 mins., Aschenbach, pg.38**

The Executive Committee considered for approval the ASCCC standing committee appointments. Aschenbach shared that there were still some committee members pending Senate President approval. Aschenbach and Webster informed the Executive Committee to reach out to their committee members but to preface with pending Senate President approval.

**Reese/Vélez (MSC) to adopt committee appointments considering there may be future updates.**

* 1. **2023 Fall Plenary Session Planning – 45 mins., Aschenbach/Webster pg.39**

The Executive Committee discussed and considered for approval a program structure for the 2023 Fall Plenary session. Aschenbach shared that there are only three Executive Committee meetings left before the event. Aschenbach encouraged members to note the due dates and timelines. Members were asked to begin considering themes and to send ideas to Davis for the breakout sessions. Webster informed members that theme ideas should be sent in by September 1, 2023 to ensure time for consideration. There should be a full list of breakout topic sessions in September to filter out what is missing and what is high priority.

**No action by motion was taken.**

* 1. **2023-2024 Area Meetings – 20 mins., Aschenbach pg.44**

The Executive Committee considered for approval an updated approach to the Area meetings. Aschenbach suggested holding a virtual session on a Friday morning for all attendees and then disbursing into Area meetings. The Executive Committee suggested the possibility of creating a schedule. Members also discussed the possibility of pre-recording sessions and sending them out with the agendas to expand communication. The trial for the 2023-24 Area meetings will begin in the fall.

**Stewart/Sapienza (MSC) to accept recommendations made in the Area meeting flexibility document.**

* 1. **Accreditation Institute – 15 mins., Vélez/Arzola pg.45**

The Executive Committee discussed and considered for approval a theme for the 2023 Accreditation Institute. Vélez reviewed the program with members. The Executive Committee discussed inviting additional liaisons to present and made suggestions regarding formatting and refining the program.

**Curry/Howerton (MSC) to approve the Accreditation Institute program.**

* 1. **Approval of ASCCC 2023-2024 Budget – 15 mins., Webster, pg.48**

The Executive Committee reviewed and considered for approval the ASCCC 2023-2024 budget recommended by the Budget Committee, which met on August 7, 2023. Stewart explained the process and purpose of reconciliation forms to help close out the final budget. Stewart shared and discussed the budget report with the Executive Committee. Members recommended including the reserve information when reviewing the budget to provide added context.

**Reese/Howerton (MSC) to adopt the 2023-2024 budget.**

* 1. **Board of Governors Interview Questions Closed Session – 30 mins., Aschenbach, pg. 53**

The Executive Committee took action during a closed session to approve the BoG faculty nomination interview questions.

1. **DISCUSSION**
   1. **Chancellor’s Office Update – 30 mins., Aschenbach, pg.**

John Stanskas provided a verbal report. Stanskas shared that the Zero Textbook Cost (ZTC) acceleration grant program plan was released on August 15, 2023. The applications for the grant are due on September 15, 2023. Stanskas shared that the first California Community Colleges Curriculum Committee (5C) meeting will be held in September following a meeting with the co-chairs. Stanskas reported that there is continuous feedback on Vision 2030 and there will be adjustments going forward. Elements of Vision 2030 include expanding Rising Scholars and dual enrollment as part of the Chancellor’s vision of taking colleges to the community. ASCCC will likely be involved with examining and recommending updates to policies and practices as well as engaging with practitioners through guidance and professional learning opportunities.

* 1. **Oral Reports**
     1. **Foundation President’s Report – 10 mins.,** Chow

Chow provided a verbal report. Chow shared that the foundation has not planned a meeting yet. The foundation is still searching for an At Large Representative. Chow explained that the foundation is excited to discuss which fundraising activities they can come up with for the fall plenary.

* + 1. **Liaison/Caucus Reports – 5 mins each, Aschenbach, pg.**

Alyssa Nguyen, RP Group provided a [written report](https://www.asccc.org/content/executive-committee-meeting-15). Nguyen reported that enrollment is still ongoing for the Strengthening Student Success Conference. Nguyen shared that there will be a survey going out in the fall regarding understanding decisions made by students surrounding attending college for the first time or re-enrolling in college. There will also be a LGBTQ+ Data Practices Survey going out, the details for this will be forthcoming by late August. The #realcollege Basic Needs Survey results will be made available later this summer. The RP Groups PIER to PIER discussion will be on August 24, 2023 and is titled *Navigating AB-1705 Planning & Assessment*.

Michael Takeda, API Caucus provided a [written report](https://www.asccc.org/content/executive-committee-meeting-15). Takeda shared that API Caucus member Beverly Natividad published an article regarding affirmative action with EdSource. The Caucus has had a leadership change, Bethany Taska is now the interim Dean of Mathematics at San Bernardino Valley College. Michael Takeda, Academic Senate Past President at Fresno City College and Pablo Martin, Academic Senate President at San Diego Miramar College will co-chair with the API Caucus. A resolution has come forward from the API Caucus regarding data desegregation. Takeda shared that the Caucus helped to present two API-focused webinars with the Equity and Diversity Action Committee.

Dan Crump, Council Chief Librarians provided a [written report.](https://www.asccc.org/content/executive-committee-meeting-15) Crump reported that the CCL had its annual retreat in Sacramento at the end of June. Crump shared that President Aschenbach joined and gave the perspective of the ASCCC. Attendees all had the opportunity to watch a webinar from the Chancellor’s Office on Vision 2030. Crump informed members that the CCL has expressed interest in Artificial Intelligence.

* 1. **ASCCC Event Planning Procedures, Guidelines and Travel – 15 mins., Webster/Davis, pg.56**

The Executive Committee reviewed and discussed the event planning, procedures, and travel guidelines. Webster explained that the ASCCC mileage cap reimbursement will stay in effect. Webster informed the Executive Committee that if a member was concerned about going above the mileage cap, the senate office has the ability to rent a car using the state rate. Davis reviewed the event planning guidelines document with the Executive Committee.

* 1. **Proposed ASCCC 2023 Fall Plenary Session Resolutions Timeline and Procedures – 30 mins., Reese/Stewart, pg.59**

The Executive Committee discussed the Resolutions process and procedures for the 2023 Fall Plenary session. Reese explained that presentations will be due in the coming weeks. The Resolutions will be reviewed before the Area meetings. The Resolutions Committee will be borrowing some innovations from the previous year. Reese informed the Executive Committee that Resolutions will be due on September 20, 2023 and will be submitted for the October agenda. The Resolutions packet must be reviewed by the Executive Committee before being sent out to the field. Reese reviewed the timeline with members. The Executive Committee will review the packet on October 13, 2023, the packets will be sent out to the field on October 20, 2023 and will be ready for all Area meetings by October 27, 2023.

* 1. **Committee Priorities and Resolution Tracking – 30 mins., Aschenbach/Davis, pg.61**

The Executive Committee reviewed the methods for determining committee priorities and for tracking actions related to Resolutions. Davis demonstrated how to log in and utilize the website to search for and sort Resolutions.

* 1. **ASCCC Event Modality Survey – 10 mins., Webster, pg.62**

The Executive Committee reviewed and discussed the summary for the ASCCC Event Modality Survey. Webster shared the data with members. The Executive Committee requested a spreadsheet for the Data & Research Committee to review. Austin also shared that there would likely be follow-up surveys distributed to gather more specific data.

* 1. **Board of Governors/Consultation Council – 15 mins., Aschenbach, pg.63**

Aschenbach shared that the Board of Governors technology grant for C-ID was an action item. Proposed regulations by supervised tutoring went for a second read by the board. The Board approved the ASCCC-recommended revisions to the Ethnic Studies discipline, the result of the 2022-2023 Disciplines List Process. The Zero Textbook Cost initiative money has been sitting at the Chancellor’s Office over a year. ZTC & OER were the focus of the CCCCO Burden-Free Instructional Materials Taskforce. Aschenbach reported that there have been a few convenings focused on Vision 2030, specifically dual enrollment, and more are scheduled. The Chancellor’s Office has provided a link on their website allowing faculty to provide feedback on Vision 2030. There will be a separate Task Force addressing policy and regulation changes needed to better serve working adults. This report will focus on attendance accounting as the first of multiple phases of the Working LearnerTask Force.

* 1. **Meeting Debrief – 10 mins., Aschenbach, pg.64**

1. **WRITTEN REPORTS** *(If time permits, additional Executive Committee announcements and reports may be provided)*
   1. **Academic Senate and Grant Reports**
   2. **Standing Committee and Chancellor’s Office Reports**
      1. 5C 2023-2024 Goals
      2. 5C May Minutes
      3. June BDP Steering Committee Minutes
      4. April S&P Minutes
      5. May S&P Minutes
      6. ASCCC Liaison Report Out for the CCC LGBTQ+ Summit Planning
      7. ASCCC Liaison to FACCC Report Out
      8. CBE Update for 5C
      9. Draft Supervised Tutoring Regs
      10. Proposed AA Degree Regs
      11. Proposed Amendments to DEI in the COR Regs
      12. **Reports**
   3. **Local Academic Senate Visits**
2. **ADJOURNMENT (12:22)**

Respectfully Submitted by:

Patricia Carrillo, ASCCC Executive Assistant

Austin Webster, Interim Executive Director

LaTonya Parker, ASCCC Secretary