EXECUTIVE COMMITTEE MEETING

**EXECUTIVE COMMITTEE MEETING**

Wednesday, November 2, 2022

Zoom and Teleconference

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

President Virginia May, called the meeting to order at 11:02 AM and welcomed members and guests.

C. Aschenbach, M. Bean, J. Arzola, K. Chow, S. Curry, A. Gillis, C. Howerton, K. Mica, L. Parker, E. Reese, C. Roberson, R. Stewart Jr., M. Vélez (absent) and E. Wada.

Liaisons and Guests: Wendy Brill-Wynkoop, President, Faculty Association of California Community Colleges (FACCC); Katie Brohawn, Director of Research, Evaluation, and Development, The Research and Planning Group (RP Group) (remote); Raul Arambula, California Community Colleges Chancellor’s Office (remote); Tahira M. Simpson, ASCCC Black Caucus, Kimberley Steimke, ASCCC Black Caucus, Dan Crump, Liaison, Council of Chief Librarians,

Staff: Patricia Carrillo, Executive Assistant and Tonya Davis, Director of Administration

* 1. **Approval of the Agenda**
* **It was noted that item IV.C. should include “2022-2023” to match the agenda cover.**

**Stewart Jr./Gillis (MSC)** **to approve the agenda and consent calendar.**

* 1. **Land Acknowledgement**

We begin today by acknowledging that we are holding our gathering on the land of the Nisenan Nations who have lived and continue to live here. We recognize the Nisenan 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 Sacramento. As we begin, we thank them for their strength, perseverance, and resistance.

We also wish to acknowledge the other Indigenous Peoples who now call Sacramento 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, pg. 5**

Members were reminded about the Executive Committee Norms.

* 1. **Calendar, pg. 7**

Members were updated on deadlines.

* **It was noted that spring 2023 Area meetings were moved to March 24-25, 2023.** 
  1. **Local Senate Visits, pg. 15**

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

* 1. **Action Tracking and Future Agenda Items, pg. 25**

Members reviewed the Action Tracking document and updated the document as necessary.

* 1. **Strategic Plan Tracking, pg. 27**

Members reviewed the Strategic Plan Tracking document and updated the document as necessary.

* 1. **Dinner Arrangements**

No dinner arrangements were made.

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

Executive Committee members provided committee updates and any formal decisions that may be placed on future executive committee agendas for discussion/consideration.

Committee members responded to two prompted questions. Name one completed task with your ASCCC work over the last month and one thing you did for yourself.

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

Mica provided a [written report](https://www.asccc.org/sites/default/files/Agendas/I.J.%20PresidentExecutive%20Director%20Update.pdf). Mica reported that Exemplary Award applications are due on Sunday, November 6, 2022. The Hayward Award was recently announced and applications are due December 18, 2022. Mica informed members that the FELA Academy applications are now open and accepting mentor and mentee applications. Mica reported that the office has completed the audit with no comments or remarks from the auditing company. The Budget Committee met on October 24, 2022 and went over the semi-final draft of the ASCCC Investment Policy. This policy will be sent to legal counsel for legal review prior to finalization. Mica reported that she met with CCCCO to finalize the contract for the additional Governor’s Grant funding.

May provided a [written report](https://asccc.org/sites/default/files/I.%20L.%20%282%29%20President%27s%20Report%20for%20ASCCC%20Executive%20Committee%20Meeting%20%20September%202022.pdf). May reported on the Executive Committee Demographic Data for 2022-2023. May shared that the ASCCC and FACCC were invited to partner with the Chancellor’s Office on EEO and Diversity Best Practices event at San Jose City College on December 2, 2022. May informed members that the ASCCC was also invited to co-sponsor a webinar on *Representation Matters: How Racial Equity in Recruitment, Hiring and Retention of Black Faculty, Staff and Administrators Advances Equitable Outcomes in Student Achievement*. The webinar is set to take place on November 18, 2022.

May reported that the Associate Degree for Transfer (ADT) Intersegmental Implementation Committee met on October 13, 2022 regarding strengthening ADT pathway for students and for the ADT to become the primary transfer pathway. May identified three goals for the task force: Identify annual goals for increasing transfer rates in California and closing racial equity gaps in transfer outcomes; proposing new unit threshold in STEM ADTs; re-engage ADT earners that do not transfer. May shared that the Common Course Numbering Task Force met September 29, 2022. The next meeting is November 29, 2022, in person and virtual. The first two meetings are to determine what a student facing common course numbering system would look like and to begin to assess the scope of work before the task force. May informed members that Equitable Placement and Enrollment discussions are to begin in January.

May shared information regarding the three proposed pathways on general education: CalGETC, local associate degree, and lower division CCC baccalaureate degree. These will be discussed and considered for approval by resolution at the fall plenary session.

May updated the members regarding the Chancellor’s search. The position profile went out October 28, 2022. The first round of interviews are scheduled to be held on January 6-7, 2023 with the finalist interviews taking place on January 26-27, 2023. May reported that she and Vice President Aschenbach will be attending a Learning Tour to visit different colleges with members of the Chancellor’s Office on November 8 and November 9, 2022.

1. **CONSENT CALENDAR**
   1. **September 30, 2022, Executive Committee Meeting Minutes**
   2. **Brown Act Webinar Series**
2. **ACTION ITEMS**
   1. **Legislative Update – 10 mins., Aschenbach, pg.33**

Aschenbach provided important legislative updates and data regarding new bills

to the committee.

No action by motion was taken on this item.

* 1. **Coaching Model Draft – 15 mins., May/Mica, pg.39**

May reviewed the new ASCCC Coaching Model with members. Members of the committee discussed making changes to the proposed structure of the coaching model, including clarification in the section where the president makes appointments for coaches. There were also concerns regarding cost and compensation to coaches, and questions on how to ensure colleges have a minimum or range for compensation for coaches. The committee also discussed how to ensure that there is transparency with regard to colleges that receive coaching and suggested that closed sessions may be utilized to discuss colleges receiving coaching.

No action by motion was taken on this item.

* 1. **EDAC Brown Bag Webinar Series: Fall 2022 Webinar – 15 mins., Vélez/Chow,pg.45**

The Executive Committee discussed the proposal for the brown bag webinar

series. Concerns were expressed by members on appropriate committee involvement to formulate and plan the series. Members agreed to approve the November 15 webinar and revisit additional webinars for the future. President May recommended reaching out to the 5C faculty co-chair if 5C participation was desired and reaching out to the president for additional participation.

**MSC (Stewart Jr./ Curry) to approve a November 15, 2022 Webinar and revisit the other scheduled Webinars in December.**

* 1. **Data and Research Committee AB 705 Placement and Implementation Paper Outline- 25 mins., Wada,pg.47**

Wada reported that the Data and Research Committee (DRC) requested the Executive Committee consider four main questions pertaining to their work on resolution 18.01 from fall 2020. The questions included adding additional topics to the approved outline, consideration of discussion around the metrics of throughput vs. students that do not succeed, whether the paper should be a position paper or white paper from the Executive Committee, and timeline to completion.

**MSC (Stewart Jr./Gillis) approve new outline and white paper.**

1. **DISCUSSION**
   1. **Chancellor’s Office Update – 30 mins., May, pg. 68**

*A liaison from the Chancellor’s Office will provide Executive Committee members with an update of system-wide issues and projects.*

Arambula shared that the Chancellor’s Office representative announced Lizette Navarette as the Interim Deputy Chancellor while the Chancellor’s Office is undergoing their search for a permanent Chancellor. The Program and Course Approval Handbook (PCAH) revision will be sent out in the near future.

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

Chow provided an oral report. Chow discussed with the committee the number of scholarships the Foundation has awarded recently and reported that 13 of the 14 scholarships were awarded for the fall plenary session. Of those 13, 4 were awarded to part-time faculty to attend virtually, 6 were awarded to full-time faculty to attend virtually, and 3 in person were awarded, one from each Area. Mica shared that the foundation funding doubled from 2019-2022. Chow presented to members that the foundation was able to set aside a thousand dollars for an honorarium keynote for the spring plenary session. Chow reported new fundraising strategies for the Foundation to include: 10+1 donations, games, prizes, special T-shirts. Additionally, Chow reported that the Foundation is increasing promotion at partnering events to generate more funds for the foundation.

* + 1. **Liaison/Caucus Reports – 5 mins. each, May, pg.53**

*The Executive Committee will receive oral or written reports from liaisons or representatives from partner organizations and ASCCC Caucuses.*

Katie Brohawn, RP Group provided a [written report](https://www.asccc.org/content/executive-committee-meeting-tentative-time-november-2-2022-900am). Brohawn reported that The RP Group is launching a statewide survey next Monday focused on the transfer rates and potential barriers of black students that have either transferred or who would like to transfer into a four-year institution. Brohawn reminded members of the RP Conference in April and the call for proposals for the spring conference is now open. This conference will be in San Francisco and will be a hybrid conference with virtual option. The RP Group will be hosting an IRPE and Social Justice Collaborative on November 16, 2022. Brohawn shared that the nominations are now open for 2023 RP Group awards and Lifetime Achievement Awards.

Tahirah M. Simpson, Black Caucus provided an oral report. Simpson reported to members that the Black Caucus met on October 25, 2022, and added Kimberly Steimke as their co-chair. Members of the committee all welcomed Steimke into her role. Simpson shared that there was a brief training on how the caucus works under the ASCCC, resolutions discussion, trip to Ghana debriefing and Iron Riders historical knowledge shared. Simpson shared that committee members are preparing for attendance at the 50th National Association for Ethnic Studies conference November 2-5, 2022 and the Umoja conference November 3-5, 2022.

Dan Crump, CCL provided an oral report. Crump reported that there would be a Deans meeting in March of next year in Sacramento. They are working on the annual data survey of which the deadline was on October 31, 2022. Crump shared there would be more to follow on the reporting of the annual data survey.

Wendy Brill-Wynkoop, FACCC provided a [written report](https://www.asccc.org/content/executive-committee-meeting-tentative-time-november-2-2022-900am). FACCC discussed the partnership with ASCCC at the upcoming plenary session, where FACCC will donate $50 for every new member that signs up at the event. Brill-Wynkoop reported that the FACCC board of governors approved six legislative priorities for the year 2023. FACCC will consider two or three of the bills. FACCC is in the process of hiring a Government Relations Director to fill in the role of Stephanie Goldman. Brill-Wynkoop shared that the Membership Drive is now open through June 2023. FACCC is continuing to develop a plan for regular regional meetings for members to connect. FACCC shared that they now have a portion of the website called FACCC CommUnity. Brill-Wynkoop reported important upcoming dates.

* 1. **2022-2023 FELA Planning update – 10 mins., Howerton, pg.55**

Howerton updated the committee on the status of the FELA Academy. Howerton noted that FLDC along with the ASCCC Office has worked to release the revised applications with language cleanup and a plan with the structure of the academy updates with sustainable practices for recruiting mentors and mentees for this year’s FELA Academy. Additional mentors are needed and Howerton encouraged the committee to share the application widely or to consider applying. Howerton briefly reviewed the new model for the FELA Academy, and directed members to the updated FELA webpage for additional details.

**D. 2023 Academic Academy Draft Outline – 15 mins., Parker/Bean, pg.57**

Parker reported key information regarding the 2023 Academic Academy draft outline and where the co-chairs are with the planning process. Dan Crump, Liaison, Council of Chief Librarians shared that the Library Services Platform (LSP) may have some handouts that they can offer to provide during the academy.

**E. Strategic Planning Update – 30 mins., May/Mica, pg.59**

Mica reported to members that the current ASCCC Strategic Plan is set to end in

the spring of 2023 and planning for the strategic plan is taking place. Mica shared to members that she reached out to six strategic planning firms to determine who would be able to facilitate the ASCCC. Of the six firms, three responded and met with Mica. Mica provided recommendations to May and decided to move forward with Githens & Associates to provide the facilitation services. Mica

reported that she and May would be meeting with the facilitator after the plenary session.

Mica presented that the first part of the process will begin at the December Executive Committee Meeting. The consultant will lead the first phase of the strategic planning process with an environmental scan and an envisioning of the future. Mica and May discussed with the committee changing the length of the strategic plan from five to three years, as well as having higher-level strategic planning goals, with an annual review of how to address the strategic goals through objectives and activities.

**F. Board of Governors/Consultation Council – 15 mins., May, pg.63**

May reported that the Consultation Council met on October 20, 2022 and will meet again in two weeks on November 17, 2022. Consultation Council began with Interim Chancellor Gonzales as she discussed the wrapping up of the advocacy meeting and webinars for the Undocumented Student Action Week. May shared that Vice Chancellors Vasquez and O’Brien are working on a Student Town Hall. May reported that there are new changes to Perkins 5 and new information regarding CCC Pathway to Law School Initiative.

**G. Fall Plenary Session Final Planning- 30 mins., May/Mica, pg.61**

May discussed with the committee the final planning for the Fall Plenary Session. May shared that due to the plenary session being hybrid, members should also log in to Zoom and assist attendees online as well as in person. There will be two receptions, the Thursday night Presidents’ Reception and the Friday night Foundation Mixer at the Coin-Op Game Room. May discussed a Friday morning run, jog, walk with members that starts at 6:45 AM and goes until 7:30 AM. May shared that there would be 158 people in person and 131 virtually expected at this plenary session. A closed session Executive Committee meeting will be held Friday evening at 6pm to discuss any urgent resolutions that might be brought forward.

**H. Meeting Debrief – 15 mins., May, pg.65**

Executive Committee members refleted on the meeting. Roberson suggested visiting the Style Guide as a future agenda item.

1. **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. Standards and Practices Meeting Minutes November
      2. FLDC Meeting Minutes November
      3. TASSC Committee Meeting Minutes November
      4. Noncredit, Pre-transfer, and Continuing Education Committee Meeting Minutes
      5. Resolutions Committee Meeting Minutes
      6. ASCCC Curriculum Committee Minutes 2022
      7. Part Time Faculty Committee Minutes September 2022
      8. EDAC Meeting Minutes
      9. Data and Research Committee AB 705 Placement and Implementation Paper Outline
   3. **ASCCC Liaison (to other organizations) Reports**

**Local Academic Senate Visits**

1. **ADJOURNMENT (4:24)**

Respectfully Submitted by:

Patricia Carrillo, ASCCC Executive Assistant

Krystinne Mica, ASCCC Executive Director

LaTonya Parker, ASCCC Secretary