

Part-time Committee

Thursday, December 17, 2020

2:30 a.m.—4:00 p.m.

**Zoom Meeting**

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/96097922650

Or iPhone one-tap (US Toll): +16699006833,96097922650# or +12532158782,96097922650#

Or Telephone Dial: +1 669 900 6833 (US Toll)

 **Meeting ID: 960 9792 2650**

AGENDA

The part-time faculty committee provides recommendations to the Executive committee on academic and professional matters that affect part-time faculty members. The committee recognizes that part-time faculty make up the majority of California community college faculty and serve disproportionately-impacted students. This committee advocates for diverse part-time faculty colleagues, ensuring their access to professional and leadership development offerings as well as shared governance opportunities at the local and statewide levels. The part-time faculty committee collaborates with the executive committee to develop and provide opportunities where part-time faculty gain additional insight on issues germane to academic and professional needs. This committee is also focused on promoting diversity within part-time faculty pools with the goal of having educators who reflect the student population, and this committee further commits to empowering part-time faculty voices who have been historically excluded (e.g., colleagues of color).

1. Members Roll Call:

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| --- | --- | --- |
| Michelle Bean—Chair | Grace Chee | Alpha Lewis |
| Karen Chow—2nd Chair | Chelsea Hull | Emilie Mitchell |
| Steven Chang | Theodore Kagan | Luis Zanartu |

1. Call to Order and Agenda Adoption ([Google Shared Folder](https://drive.google.com/drive/folders/1_8QHKXPnIPeO_wE28_4NIom8l0VoMzut?usp=sharing))
2. Minutes
	1. Volunteer
	2. [November Summary](https://drive.google.com/file/d/186gH2bHlMNEj0ZVsZFT2ZrNnCd_T9pGV/view?usp=sharing) Approval
3. Shout Outs, Affirmations, and Lean-in
	1. Community norms: empathy, communication, responsibility
4. Part-time Institute: February 18-19, 2021
	1. Final [Program](https://docs.google.com/spreadsheets/d/1tnhvg4rqLVtUBg8jEP2AFenPibYzwoj9Ecw6M-2iL1I/edit?usp=sharing) approved
		1. Introductory paragraph—give feedback [HERE](https://docs.google.com/document/d/1PAlc0IB1ynYLvGHdpq6yRypeqjqJXQHx88sjr_eTrEI/edit?usp=sharing)
		2. Pathable Platform live February 10
		3. Conference proceedings e-publication—lead volunteer Chelsea to create a call to presenters for papers by January 4
		4. All PTC members should be at every General Session
		5. Table Talks and Social/Networking Hours attendance highly encouraged
		6. Land acknowledgement
	2. Breakout Sessions
		1. Session leads—you all have 2-3 sessions you are in charge of
			* [Register](https://www.eventbrite.com/e/2021-part-time-faculty-institute-virtual-event-registration-101241706670?ref=elink)—use COMMITTEE ticket
			* Communicate with co-presenters and ensure they register (free event—use PRESENTER ticket)
			* Plan meeting(s) to design session slides (consider sending a Doodle poll for meeting date)
			* Keep theme in mind as you design: Driving Change: Building Unity, Culture, and Equity-mindedness
		2. Planning option—use [Google slides template](https://docs.google.com/presentation/d/16FNXnqHLNrXa1ckhzODViw2YaEZEzdSmVjnc3HcWAW0/edit#slide=id.p) to work with co-presenters; slide decks due one week before the event (ASCCC will email you), but aim to be done by Feb 1
			* Effective practices--slides:
				+ title slide with date and time and presenters titles and colleges
				+ session description slide (hidden/skipped)
				+ objectives/session agenda
				+ content for less than an hour
				+ closing/thank you slide with info@asccc.org (contact info optional)
		3. Save the date: Training for the virtual platform (Pathable) for presenters will be on Feb 2 or Feb 3
	3. Session Zoom links in Pathable
		1. Open session in Pathable 10 minutes before the meeting and meet w/co-presenters (ASCCC staff available for support)
		2. Live to attendees 1 minute before session
		3. Remind attendees of housekeeping things:
			* Use Pathable chat
			* Mute to avoid background noise
			* Closed caption available
			* Session survey in Pathable
	4. PTC technology needs
	5. Any other ideas or questions
5. Plenary Fall 2020 Resolution
	1. [PTC Resolution 1.02](https://asccc.org/resolutions/develop-resource-communicate-and-encourage-part-time-faculty-leadership) (Steven)
	2. Next steps for resource
6. Committee Goals and Priorities--[PTC work plan](https://drive.google.com/file/d/145_YagRu8SrIG5A1zrBP6ZwC20lPk4j6/view?usp=sharing)
	1. Google unofficial listserv volunteers (Chelsea and ?)
	2. CCC LGBTQ+ Summit
	3. Regionals in spring—CV review component and small group mentoring
	4. Future item—adding in Guided Pathways work
7. *Rostrum*
8. PTC Articles
	1. Email articles to Michelle by January 1
	2. Length—average around 700 words but could be up to 1,500 words
	* Mentoring programs--Chelsie
	* Part-time voting rights and seniority rights—Grace and Luis
9. [ASCCC Awards](https://asccc.org/awards)—promoting part-time colleague nominations
10. Announcements
	1. Check for ASCCC upcoming events at [here](https://asccc.org/calendar/list/events)
	2. Sign up for [ASCCC listservs](https://asccc.org/signup-newsletters)—Part-time listserv available
	3. Forward [Application for Statewide Service](http://asccc.org/content/application-statewide-service) to peers
	4. [Donations to Foundation](https://asfccc.com/get-involved/)
		1. Use Amazon Smile (smile.amazon.com)—select Foundation of the Academic Senate for California Community Colleges
		2. Giving Tuesday ([GoFundMe](https://charity.gofundme.com/o/en/campaign/giving-tuesday190))
11. Closing Comments
	1. Any other final comments or suggestions?
12. Adjournment

**In Progress:**

* Part-time Institute Planning
* PT Institute Proceedings e-Publication
* *Rostrum* article: Mentoring Programs
* *Rostrum* article: PT Voting and Seniority Rights

**Completed Tasks:**

* Resolution Fall 2020 1.02: Develop a Resource to Communicate and Encourage Part-time Faculty Leadership
* Plenary sessions: Mentoring Programs and Hiring Principles Canvas Tool
* *Rostrum* article: Faculty recommendations to second level interviews—focusing on diversifying the faculty
* ASCCC President Special Plenary Invitation Email (on 9/29/20 to local senate presidents and part-time listserv)
* PTC Workplan and Goals
* Updated ASCCC Part-time Committee Charge