



Academic Senate for California Community Colleges

LEADERSHIP. EMPOWERMENT. VOICE.

Part-time Committee

Thursday, February 11, 2021

2:30 p.m.—4:00 p.m.

Zoom Meeting

Meeting Summary

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).

I. Members Roll Call:

*indicates absent

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

II. Call to order at 2:34 p.m. and agenda adoption ([Google Shared Folder](#))

III. Minutes

- A. Volunteer—Michelle.
- B. [January Summary](#) Approval—will save for next meeting.
- C. Community norms: empathy, communication, responsibility

IV. Shout Outs, Affirmations, and Lean-in

V. Part-time Institute: February 18-19, 2021

- A. Final [Program](#)
 - 1. Pathable Platform went live February 10. Look for the email from ASCCC Sandbox. Tell your co-presenters to look for that email to get into Pathable.
 - 2. Conference proceedings e-publication— due March 12; encourage your co-presenters to submit.
 - 3. All PTC members should be at every General Session.
 - 4. Table Talks and Social/Networking Hours attendance highly encouraged.
- B. Breakout Sessions
 - 1. Session leads
 - Keep theme in mind as you design: Driving Change: Building Unity, Culture, and Equity-mindedness.
 - Zoom Background—send to your co-presenters as an option—not required. Email Michelle if you need help uploading the Zoom background.
 - Pathable—explain to co-presenters that Zoom link embedded in Pathable and need to sign up with personal password (email from ASCCC Sandbox).

- Lighting and video—be sure to use bright light in front of you and you are on screen. Thank you!
 - Remember that as ASCCC PT Committee, we represent ASCCC and all faculty and not our own college or district. Be value neutral.
 - 2. Presentation slides—send to eventmaterials@asccc.org. Be sure your slides are accurate and resubmit if necessary.
 - 3. Pathable Info
 - Session Zoom links available in Pathable 20 minutes before the meeting and meet w/co-presenters (ASCCC staff available for support)
 - Live to attendees 1 minute before session
 - Will shut off 10 minutes after end of scheduled time
 - If you did not attend the Pathable training, then watch the video sent by ASCCC or attend a live session in CampPathable. Email Michelle if you need those links again.
 - 4. Presentation—remind attendees of housekeeping things:
 - Use Pathable chat in a separate window.
 - Mute to avoid background noise.
 - Closed caption available.
 - Session survey in Pathable.
 - C. Please send a thank you email to your co-presenters after the institute.
 - D. Any questions—profile picture: it's optional but a good thing to update in Pathable.
- VI. Plenary
- A. Spring pre-Resolutions due February 16—no ideas submitted or discussed.
 - B. Elections and [bylaws](#)—part-time faculty eligible. Discussed how to embed info in our resource (i.e., the Google site).
- VII. Committee Goals and Priorities--[PTC work plan](#)
- A. Google unofficial listserv. Hopefully, Chelsea can assist in dropping the link into the chat during the general sessions.
 - B. Regionals in spring—discussed April 22 and 23 from 2-5 p.m. Michelle will propose to ASCCC. Email her if you cannot do those to dates. We will be leading this two workshops.
Things to present in April workshops:
 - 1. Google site (Chelsea is working on this with Michelle).
 - 2. Cover letter review component and CV tips (Michelle wrote and will share at next meeting).
 - 3. Small group mentoring/networking: To be done in breakout rooms. Next meeting discuss how—by region, by college type (small, large, rural), by discipline?
 - 4. Proposed dates: April 22 and April 23 at 2-5 p.m. Save the dates please!
- VIII. [PTC Resolution 1.02](#) (Steven)
- A. Next steps for resource
 - 1. Notification of ASCCC elections and leadership positions—discussed having ASCCC send out an email to part-time listserv.
 - 2. Google site—discussed having ASCCC place on their website—maybe under Part-time Committee page.
To include:
 - Unofficial listserv link
 - Annotated bibliography
 - Links to resources and employment registries
 - Mentoring resources—discussed creating a Mentoring Handbook. Michelle will draft and send to committee after the institute.

- Hiring and CV tips—shift the handout Michelle made to the mentee as an audience.
- Other ideas:
 - To include two pathways: “from part-time to full-time” and “part-time/adjunct as a choice”
 - To include a section for shadowing and classroom presentation tips
 - Discussed having a tips for mentoring from a strength-based approach

IX. *Rostrum*

A. PTC Articles

- Mentoring programs--Chelsea completed January 2021
- Part-time voting rights—Grace (in progress)
- Adjunct as a life choice—Luis will send Michelle an outline of ideas (in progress)

B. Spring deadline March 8. Articles due to Michelle on March 1.

X. Announcements

- A. Check for ASCCC upcoming events at [here](#)
- B. Sign up for [ASCCC listservs](#)—Part-time listserv available
- C. Forward [Application for Statewide Service](#) to peers
- D. ASCCC [Foundation Innovation Scholarship](#) for professional development opportunities
- E. [Plenary Scholarship](#) due March 8 at 5 p.m.
- F. [CCC Registry virtual event](#)
- G. Interesting legislation introduced: [AB 375](#)

XI. Next meeting: Mar 18 at 2:30 p.m.--4:00 p.m.

XII. Closing Comments--any other final comments or suggestions? Michelle to email her cell just in case for the institute, but always reach out to edie@asccc.org, tonya@asccc.org if you need help or have concerns next week for the institute. You should have also received emails from the ASCCC staff member helping you next week.

XIII. Adjournment at 3:53 p.m.

In Progress:

- Part-time Institute
- PT Institute Proceedings e-Publication
- Part-time Google Listserv
- *Rostrum* article: PT Voting and Seniority Rights
- Spring Regionals

Completed Tasks:

- *Rostrum* article: Mentoring Programs
- 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