

**Friday, September 30, 2016 – Saturday, October 1, 2016**

**I. ORDER OF BUSINESS**

**A. Roll Call**

President Bruno called the meeting to order at 1:00 p.m. and welcomed members and guests.

J. Adams, J. Bruno, C. Aschenbach, R. Beach, D. Davison, A. Foster, S. Foster, J. Freitas, G. Goold, G. May, C. McKay, C. Rutan, C. Smith, L. Slattery-Farrell, and J. Stankas.

Liaisons Present: Raul Arambula, Specialist, Chancellor's Office; Courtney Cooper, Student Senate President; Jackie Escajeda, Dean of Curriculum and Instruction, Chancellor's Office; Jeffrey Michels, Executive Director, United Faculty of Contra Costa Community College District; Theresa Tena, Vice Chancellor for Institutional Effectiveness, Chancellor's Office; Pam Walker, Vice Chancellor for Educational Services, Chancellor's Office.

Guests Present: Gary Aguilar, Senate President, American River College; Julie Clark, Senate President, Merced College; Dan Crump, Librarian, American River College; Frank Kobayashi, Interim Vice President of Instruction, American River College.

Staff Present: Annie Wilcox-Barlettani, Executive Assistant; Erika Prasad, Foundation Development Manager.

**B. Approval of the Agenda**

MSC (Freitas/Aschenbach) to approve the agenda.

**C. 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.*

Gary Aguilar, Senate President, American River College, welcomed members and thanked them for all of their efforts and work that is being accomplished.

Frank Kobayashi, introduced himself as the Interim Vice President of Instruction and welcomed members to the campus.

**D. Calendar**

Members were updated on upcoming meetings and deadlines. The deadline for *Rostrum* articles is October 3, 2016. A correction was made to the 2016 Fall Plenary Resolutions deadline. Submissions are due October 6, 2016.

### **E. Action Tracking**

Members reviewed the action tracking spreadsheet and were asked to send updated items to staff as they are completed.

### **F. Local Senate Visits**

The Executive Committee was briefed on the revival of the Campus Visits Table. Members were asked to keep track of all local senate visits completed and fill out the table accordingly. Members will continue to work on talking points and possibly target local senates in their area. Members were also urged to make calls and reach out to their local colleges

### **Action**

Campus Visits Table will be brought back to each Executive Committee meetings so members can provide which colleges they have or will visit.

Local Senates will develop talking points for Executive Committee review.

### **G. Dinner Arrangements**

Dinner arrangements were announced.

## **II. CONSENT CALENDAR**

### **A. September 9 – 10, Meeting Minutes, Davison**

### **B. CTE Leadership Committee Charge, Slattery-Farrell**

### **C. Relations with Local Senates Charge, S. Foster**

### **D. MQ Regional Meeting Schedule, Freitas**

### **E. Periodic Evaluation of the ASCCC – Executive Committee Evaluation of Strategic Plan Progress, Freitas/Adams**

Items II. D and II. E. were pulled from the consent calendar for further discussion.

**MSC (Goold/McKay) to approve consent calendar as amended.**

### **D. MQ Regional Meeting Schedule**

Members discussed the Chancellor's Office presence at the Regional meetings, specifically the Minimum Qualifications Regional Meeting on October 28 & 29, 2016. The Executive Committee agreed that partnering with the Chancellor's Office is important and will provide balanced perspective to the attendees.

The Executive Committee agreed that committee chairs will determine with their committee if they would prefer to partner with the Chancellor's Office at the other regional meetings taking place throughout the academic year.

**MSC (Foster/Beach) to approve inviting Chancellor's Office representatives to MQ regional meetings.**

**Action**

Vice Chancellor Walker will determine who will represent the Chancellor's Office at the meetings.

Standards and Practices will develop guidelines for how Chancellor's Office staff are invited to participate in ASCCC activities.

**E. Periodic Evaluation of the ASCCC – Executive Committee Evaluation of Strategic Plan Progress**

Members discussed the survey for the Executive Committee Evaluation of the Strategic Plan. Concerns were shared that there were too many questions on the survey and that some appeared to be duplicative.

Members agreed to eliminate questions 3, 4, 6, 9, and 11. The final results of the survey will be provided to the Periodic Review Committee at their first meeting on October 25, 2016.

**MSC (Smith/Rutan) to approve changes made to the Executive Committee Evaluation Strategic Plan.**

**III. REPORTS**

**A. President's/Executive Director's Report**

**President's Report – Julie Bruno**

President Bruno and Adams met with Bill Scroggins, President and CEO of Mt. San Antonio College regarding the Guided Pathways Project. He provided information and background on how the pathway work was developed by Mt. SAC. He urged the members to read the book, *Redesigning Community Colleges* as an information source and to have continuous conversations with faculty.

Bruno briefed members on the Career Technical Education Data Unlocked Committee meeting. She stated the meeting was productive, with a strong collaboration by attendees, which included representatives from West Ed, the Chancellor's Office, the Academic Senate, Regional Consortia, and the Centers for Excellence. The committee also discussed the process and procedure for the TOP codes clean up project and resources for data. Currently, the ASCCC is partnering with West Ed on the TOP Code clean up project and is looking for faculty experts in TOP codes. In addition, West Ed has created a LinkedIn Group where colleges can go to recruit experts and consultants. The unvetted page is intended to be a clearinghouse for colleges and consultants. Goold volunteered to participate on a workgroup to investigate CalJOBS as a possible pilot to gather employment data faster. The Regional Consortia are investigating using disaggregated data by college and TOP code. The Regional Consortia will keep the ASCCC apprised of the work and how data and the related research questions may be used for program improvement so that the ASCCC may provide the necessary professional

development to faculty. Bruno urged members to attend the Regional Consortia meetings, if they are available.

Bruno updated members on the recent Intersegmental Committee of Academic Senates (ICAS) meeting. One topic of interest was the "Quantitative Task Force Report" which will be discussed at future ICAS meetings. In addition, the CSU wrote a draft letter to the legislature in regards to ACR-158 (Holden) Postsecondary Education: Transfers. It was determined at the meeting that the letter will be re-written to include the voice of the ASCCC and UC expressing the good work done related to the resolution. The awarding of an honorary degree by colleges and universities was also discussed at the ICAS meeting. Practices were shared by all three segments. Lastly, Bruno announced that May was appointed chair of the Intersegmental General Education Transfer Curriculum (IGETC) subcommittee.

Bruno briefed members on the recent Collegiality in Action meeting at San Diego Continued Education. The college is accredited under WASC and is noncredit. She noted that the senate president, Richard Weinroth, is doing fantastic work with his faculty on shared governance.

Bruno continues to serve on the board of Wheelhouse: The Center for Community College Leadership and Research. Wheelhouse recently announced they will be holding an annual leadership institute for chancellors and presidents beginning in January 2017.

Lastly, Bruno met with Julius Sokenu, President of the California Community College Association for Occupational Education (CCCAOE) and discussed the possibility of engaging in a collaborative effort with CCCAOE, the Chief Instructional Officers (CIO) and Chief Student Services Officers (CSSO) regarding career pathways.

#### **Executive Director – Julie Adams**

Adams reminded members that her reports moving forward will include her two-year goals as requested by Executive Committee members.

#### Establish an organizational structure to ensure continuity and stability in the long-range work of the senate

Adams attended several committee meetings to support the chairs in accomplishing their priorities. In participating in these discussion, she explored how to institutionalize the work of the committees. For example, observations from past committee work has resulted in recent changes to the ASCCC website that will facilitate the archiving of information including past membership, minutes, agendas, etc.

In the Executive Committee binder, there is an old document that provides the accounting procedures. Last year, the Executive Committee approved the Accounting

Policy but the Accounting procedures were not updated. She is working with the Tax Office to update those procedures. She noted that the office is currently conducting an audit. For succession planning, she will begin a process for the office to prepare for an audit. The best succession planning has been the outsourcing of the accounting to the Tax Office.

#### Facilitate strategic planning process and implement the plan

Adams provided guidance and reinforced the role of ASCCC Standing committees in the implementation of the ASCCC Strategic Planning.

Adams briefed members that the Senate's Foundation Development Manager is creating a public relations and communication plan for both the ASCCC and the Foundation. Members should see fewer but regular messages sent out on the Listserv and branding consistency in all messages.

Adams is working on annual report, which will update the field on what we have been doing to accomplish the goals they set. She will be reaching out to all members to fill in more information about what they have been doing to address each of the strategic plans.

#### Help to strengthen relationships with other constituents and system partners

Adams met with Bruno, Freitas, Stankas, Walker, and Chancellor's Office staff on minimum qualifications including addressing the ASCCC resolution to move the disciplines list from Title 5 to the Disciplines list, as well as changing the MQ process from two years to a one-year process to be responsive to the field, and addressing the Strong Workforce recommendations. The consensus of the group was to call together key groups— EOPS, DSPS, Health services, mental health, etc., to discuss moving disciplines out of Title 5. Concern was shared by Chancellor's Office associated with other constituents that these groups were concerned about removing language from Title 5 that has been in effect for more than 40 years. A group will be formed to have a discussion to assist other groups in understanding the intent behind the resolution.

Adams is continuing her conversations and partnership with Lynn Shaw (Chancellor's Office, Co-Chair) on all Strong Workforce Task Force matters. Additionally, with the grant received from the Chancellor's Office, the Academic Senate will be partnering with Association of California Community College Administrators (ACCCA) and the CIOs on a potential part-time summit which will take place next Summer.

#### Establish and implement the fiscal and organizational structure for the Academic Senate Foundation

Adams is working with the Foundation President on possibly using a digital badging application for the Academic Senate Foundation. Digital badges are awarded to recipients and are represented as digital tokens that appear as icons or logos on a webpage or social media platform. Research and a potential pilot project will be done

through the professional development college and will need to go through a final assessment before it can be approved.

#### Succession planning

In addition to giving her staff continuous feedback regarding their performance, Adams is preparing annual evaluations with the Senate staff over the next few weeks. These reviews will include a performance assessment, set expectations, creation of goals, and discuss the achievements of each staff member. In conjunction with the evaluations, each staff member will create a LiveBinder for their role, including operating procedures for their position, which will be due by January 2017.

Adams is working with Crump to create a "manageable" process for committee appointments to constituent groups.

Adams is also working on updating the Executive Committee binder including templates and other resources.

#### Other

Lastly, Adams shared with members the current level of registrants for upcoming events and meeting. The Academic Senate should expect another successful turnout for the Fall Plenary taking place November 3 ó 5, 2016.

### **B. Foundation President's Report**

May reminded members that a letter will be sent out to the field regarding Fall elections for the Foundation Board of Directors. Candidates will not have to give a speech, but will be required to fill out a questionnaire. Currently, there are three positions to fill, with a trickle down option.

May announced there will be a Crowdrise page created for this year's Area Contest. This allows for faculty and public to donate to a cause: Area A, B, C, and D. Funds received could assist in the faculty diversity hiring request put forth by the Equity and Diversity Advisory Committee. The page is open for donations starting early October through the duration of Fall Plenary. At the end of Fall Plenary, the Area winner will be announced and awarded a trophy for receiving the largest donations.

May added that the next Foundation meeting will take place on November 18<sup>th</sup> in Riverside. There will also be a two-day orientation in January for the new directors and the Foundation Board will begin planning for the 2017 Spring Fling.

### **C. Chief Instructional Officer Liaison Report**

No report.

### **D. Liaison Oral Reports**

Liaisons from the following organizations are invited to provide the Executive Committee with updates related to their organization: AAUP, CCA, CCCI, CFT, FACCC, and the Student Senate.

Jeffrey Michaels, California Federation of Teachers liaison and Executive Director at United Faculty of Contra Costa Community College District briefed members on the most recent Chief Instructional Officer meeting. A reminder was given that the statewide conference is being held on October 26 ó 28, 2016 in San Diego.

Michaels reviewed CFT's top priorities, particularly, the legislative due process rights for misconduct. It was found that the investigations are lengthy and some faculty were placed on administrative leave without reason. CFT is working towards representing the rights for faculty who are placed under misconduct investigations.

CFT is working in coalition with representatives from California State University (CSU) and University of California (UC), along with faculty and students on reclaiming the California master plan. The coalition is working on producing a 40-page report. It was shared that if each household in CA contributed \$43.00 a year, it would make tuition free for California Community College students. Members discussed the master plan and ways that it can be revived. The plan reflects interest for all three college systems.

Lastly, Michels noted that pressure is being put on the budget in order to allow for more full time hires and to compensate part time faculty accordingly.

Courtney Cooper, Student Senate President for the Student Senate for California Community Colleges (SSCCC) provided members with an update on recent issues:

- In July, the Student Senate implemented a new constitution, which has been seen to have a positive effect.
- The SSCCC Strategic Plan expires January 1, 2017. An Ad Hoc committee has been formed to work on a two- to five-year plan.
- The Student Senate sponsored seven pieces of legislation and five of the seven made it out of appropriations. Most important to the SSCCC was the passing of AB 1995 (Williams, 2016): *Homeless Students and Access to Shower Facilities*. Students who are in good standing are allowed showered access for 10 hours per week.
- A new Student Senate Director handbook is being created.
- Strengthening system partnerships is a priority for the Student Senate, with a focus on addressing housing and food scarcity. The SSCCC is looking to have collaborative conversations with the UC and CSU presidents. It was noted, the SSCCC will be going in front of the general assembly regarding this concern on November 11<sup>th</sup> in Sacramento.

#### **IV. ACTION ITEMS**

##### **A. Legislative Update**

The Executive Committee was updated on the recent action by the legislature. Special attention was given to the legislation that was signed or vetoed by the Governor.

**MSC (Smith/Goold) to approve the adoption of all following five topics for the Academic Senate's priorities for 2016-17:**

- Faculty diversification (pathways to community college teach)
- Audit fee
- Veterans support services
- Mental health
- Stable and sufficient funding for C-ID

**Action**

Executive Committee will decide which day they will hold Legislative Day during the November meeting.

**B. ACCJC**

Members discussed the final revised draft letter that will be sent to the U.S. Department of Education for the National Advisory Committee on Institutional Quality and Integrity (NACIQI) hearing. The purpose of the Academic Senate's letter is to outline the ASCCC experiences and concerns in working with the Accrediting Commission for Community and Junior Colleges (ACCJC) at the state level.

Members discussed the tone of the letter and acknowledge that the latest draft includes language that is more focused on the future which will send a more positive message. By consent, the final draft of the letter was agreed upon and will be formally sent to U.S. Department of Education from the Executive Committee.

**MSC (Goold/Slattery-Farrell) to approve final draft of the letter to be sent to NACIQI.**

Members discussed who should attend the NACIQI hearing in December in Washington, D.C. It was suggested that if the Executive Committee is representing the faculty, the ASCCC should have a presence at the meeting.

**MSC (Rutan/Freitas) to approve out of state travel for members to attend NACIQI hearing.**

**C. Effective Curriculum Processes Document**

The Executive Committee reviewed the Curriculum Briefing Document created to distill the most significant parts of the ASCCC paper *Ensuring Effective Local Curriculum Processes*. The list provides the curriculum committees and other stakeholders with practices which can assist in streamlining local curricular processes. The document will be used as a supplement to the original paper.

Members made suggestions to the list to streamline the approval process. Once corrections are made, members suggested sending the document out on the appropriate listserv. Davison will provide a synopsis of the document and attach it to a link in the email.



With its approval, the Curriculum Committee would like to present the paper and the Effective Curriculum Processes Document at the North Far North meeting in October.

**MSC (Aschenbach/May) to approve the Effective Curriculum Processes Document with the changes made.**

**D. Instructional Design and Innovation Institute Call for Proposals**

Members reviewed the Instructional Design and Innovation Institute Call for Proposals (CFP). The institute will be held in March 2017. The committee plans to send out the CFP in October. Doing so will allow for additional time (five months) between the distribution of the CFP and the finalization of the program to gather proposals. By consensus, members revised the categories to reflect the major areas for innovation in California community colleges. These areas include: structured pathways projects/college promise projects, contextualized teaching and learning in career technical education, basic skills innovation, student equity and bridging the instruction/student services divide, integration of technology into instruction, and regional collaboration efforts.

Members made suggestions to the call for proposals, including having proposals reflect more faculty driven programs. Clarification will be made once proposals are received and vetting takes place.

**MSC (Rutan/Beach) to approve discussed changes to the Instructional Design and Innovation Institute Call for Proposals.**

**Action**

Adams and Frietas to make adjustments to the document as suggested before sending out on the listserv.

**E. CTE Leadership Institute Funding**

Members discussed approving the application to the Institute of Effectiveness Partnership Initiative (IEPI) for a grant to fund the ASCCC Career Technical Education Leadership Institute. Funding from IEPI would allow the ASCCC to expand the targeted audience for the institute to include classified staff and deans. A partnership with the Association of California Community College Administrators (ACCCA) and the CIO will facilitate the development of a shared language and purpose for continued CTE leadership discussions at the college level and address strong workforce implementations. Members expressed their enthusiasm for the application and partnership with ACCCA and the CIOs. The application will be submitted to the Chancellor's Office for approval. The ASCCC is seeking \$100k.

**MSC (Goold/Aschenbach) to approve the grant application to IEPI and to partner with ACCCA and CIO.**

## **F. Survey on CTE Faculty**

Members reviewed the survey on Barriers to Hiring Career Technical Education (CTE) faculty. The Standards and Practices Committee was assigned the responsibility of addressing the recommendation made by the Strong Workforce Taskforce to, "Clarify legislative and regulatory barriers to hiring CTE instructors who may not meet existing college hiring standards but possess significant industry experience." It was agreed by both the Standards and Practices Committee and the CTE Leadership Committee that a survey should be distributed to the field to discover the actual barriers to hiring CTE faculty.

Members suggested an introductory paragraph to the survey to describe its importance and how it is directly connected to the people taking the survey. It was also suggested that the survey should be sent to senate presidents and the CIOs. This will give the CIOs an opportunity to send the survey to CTE Deans, and Academic Affairs Deans. The senate presidents and/or the CTE liaisons can distribute the survey to CTE faculty. The Standards and Practices Committee can then track the responses appropriately. Other clarifying changes were made to the survey.

**MSC (Rutan/May) to approve changes to the survey as discussed by the members.**

### **Action**

Once the changes have been made to the survey, it will be sent out to the field.

## **G. Institutional Effectiveness Partnership Initiative Pathways Summit**

The Executive Committee discussed the upcoming Institutional Effectiveness Partnership Initiative Pathways Summit and provided direction to the ASCCC appointees who represent the IEPI Pathways Planning Group. The group is developing two, two-day summits intended for faculty and administrators who would like to develop clearly delineated educational pathways for students at their colleges.

Members reviewed the program for the two-day summit. The first two-day summit will be held on December 7-8, 2016, where one day will take place in Northern California, and the second day will take place in Southern California. The same timeline is suggested for the second summit taking place January 26 ó 27, 2016. Members stress the need for all training to include the recommendation of ensuring local senate and faculty involvement from the beginning to help construct the pathways for students' success to graduation.

The ASCCC appointees will continue their work on the program and include suggestions made by the Executive Committee. They will bring the revised program to the IEPI Pathways Planning Group meeting on October 5, 2016 to finalize.

## **H. Institutional Effectiveness Partnership Initiative Professional Development**

The Executive Committee discussed how and where the Academic Senate should lead and/or partner with IEPI on the development of the professional development

workshops and materials for the Professional Learning Network (PLN). Members discussed the areas they would like to see the ASCCC's involvement, particularly positioning themselves in areas that fall under the Senate's purview. Areas discussed included: Student Learning Outcomes, Inmate/Re-Entry Education, Campus Professional Development, Noncredit, Minimum Qualifications, and Enrollment Management.

**MSC (Smith/S. Foster) to approve discussed topics that the ASCCC has agreed is under faculty purview for the Professional Development Plan 2016 – 17.**

**Action**

Members will send their suggestions for areas that the Academic Senate needs to be leading to Rutan, Bruno, and Adams.

**I. Part-time Summit**

Members discussed the approval of holding a summit for Part-time Faculty in the Summer of 2017. For several years, various Executive Committee members discussed holding a professional development event for part-time faculty. The Chancellor's Office is providing the ASCCC \$250,000 with an additional \$100,000 coming from California Community Colleges Success Network (3CSN) for basic skills, providing the Senate with a total of \$350,000 to use towards supporting part-time faculty. The institute was suggested to take place August 10-12, 2017 when most part-time faculty would be available to attend. The hope would be to cover most or all of the cost for attendees.

The summit would provide additional instruction and strategies for part-time faculty and would cover teaching pedagogy, class management, interviewing skills, technology for basic skills, noncredit, and more. It is proposed that the Part-time Committee, Basic Skills Committee, and the Faculty Development Committee work together to coordinate the planning of the event and develop the criteria for which part-time faculty can attend. It was also suggested to send out a survey to a group of part-time faculty before the summit to find out which areas they would like to see covered and engage in the topics suggested by the committee.

**MSC (Smith/Aschenbach) to approve the ASCCC holding a Part-time Faculty Summit in August, 2017.**

**Action**

Adams to create survey for Part-time Faculty to take before the summit.

**J. Sponsorship Criteria**

Members discussed the criteria for potential sponsors for ASCCC events and considered the updated criteria for approval. Staff member, Erika Prasad, joined the meeting to review the sponsorship criteria with members and answer questions.

It was noted that each sponsor that is approached or approaches the ASCCC will be

vetted by staff, as well as the ASCCC President and Executive Director. The contracts will be written and applied to each sponsor. It was stated that guidelines will be followed and kept on record. In addition, there will be ongoing consultation with the Executive Committee as necessary to discuss any sponsorship concerns.

Members were reminded that the ASCCC is not endorsing the sponsors, the ASCCC is simply providing them with an opportunity to share their product with interested attendees. The sponsors present at events are included because their product is in line with the ASCCC's values and mission.

**MSC (Freitas/Davison) to approve sponsorship criteria and include changes discussed.**

**K. Fall Plenary Session Planning**

The Executive Committee reviewed the modifications made to the preliminary 2016 Fall Plenary Program and were updated on the keynote presentations.

**MSC (May/McKay) to approve changes to the Fall Plenary Program.**

**Action**

Adams to make adjustments to the 2016 Fall Plenary program as discussed.

**L. Fall Plenary Session Resolutions**

Members reviewed, discussed, and edited Fall Resolutions.

**MSC (S. Foster/Davison) to approve the 2016 Fall Plenary Session Executive Committee resolutions to forward to the Area meeting for discussion.**

**M. 2016 Norbert Bischof Faculty Freedom Fighter Award**

Members discussed the approval of the recommendation for the 2016 Norbert Bischof Faculty Freedom Fighter Award. The award is given by the Executive Committee to faculty leaders who have exhibited exceptional leadership skills by helping maintain a healthy and functional system of governance or by having demonstrated exceptional courage and effectiveness in support of the adopted principles and positions of the Academic Senate. City College of San Francisco submitted their nomination for their past president Lillian Marrujo-Duck to receive an award this year.

Members reviewed the new nomination process. Originally, a formal policy was not in place for how the nominations were received or given. There is now an established timeline, including an updated nomination criterion. The call for nominations occurs every year in January with a March submission deadline. If there are no nominations for the award, then the process does not continue and the award is not given for that year. It was noted, that there is no limit as to how many awards may be given.

**MSC (Beach/Rutan) to approve the Freedom Fighter Award recipient Lillian Marrujo-Duck.**

## V. DISCUSSION

### A. Chancellor's Office Liaison Report

Theresa Tena, Vice Chancellor for Institutional Effectiveness updated members on the Institutional Effectiveness Partnership Initiative. She shared with members the recent newsletters that were disseminated on the listservs. The newsletter describes IEPI and the current innovations and activities taking place within the workgroups and committees.

Tena announced that the Chancellor's Office has established a relationship with Lynda.com. Lynda.com is an educational network where participants can learn new skills online, which may be used as part of professional development. The partnership was launched in April with 400-700 users; it now has 3,500 users, indicating the success of the launch.

Tena shared with members that the leadership development grant application is due on September 30, 2016. She noted she received the ASCCC's application and will review it shortly. She is pleased to see many applications coming in that promote innovative partnerships. This will drive creative ideas to train leaders for successful initiatives.

Jackie Escajeda, Dean of Curriculum and Instruction briefed members on the following system-wide issues and projects.

- The Chancellor's Office Academic Affairs department has four dean's positions, three of which are now filled. The Chancellor's Office is in the process of reviewing applications to hire the fourth dean. This fourth position will oversee the Inmate Education program, in addition to other programs. The position will be a limited term specialist, as the CO has temporary funding for Inmate Education.
- The Financial Aid Curriculum Workshop was a great success with 400 attendees.
- Public Safety's Eric Nelson hosted two successful workshops. The July workshop took place in Woodland and the September one took place in Southern California. The CO is considering holding the workshops again in the future.
- The Chancellor's Office was asked to rewrite the Title 5 regulations on high school articulation. The revisions begin immediately with members from 5C.
- A webinar was held on September 20<sup>th</sup> for the new Curriculum Inventory system. There are three phases to the rollout. The first migration will include 8-10 volunteers to test in December. The second migration will go to the early adopters in February, 2017, and the third migration will be the mandatory switch in March, 2017.
- A Baccalaureate Degree meeting was held on September 21<sup>st</sup> and was well attended. Attendees discussed the three areas that fall under the Senate's purview: faculty minimum qualifications, lower and upper division course work, and number of college credits. In November, there will be a meeting to discuss the Baccalaureate Degree handbook. In addition, it may be required by some licensors in order to receive a degree. An example of an area of concern would be

dental hygiene. The Chancellor's Office will be inviting the Student Services department to provide input to the handbook.

- The Program and Course Approval Handbook (PCAH) changes were made and the PCAH will be sent out as soon as possible.

Raul Arambula, Specialist at the Chancellor's Office updated members on the Associate Degree for Transfer (ADT) progress report. Currently there are 2,070 ADTs approved, 133 ADTs were sent back with revision requests, which is higher than normal with reasons for corrections including missing or wrong documents submitted, and errors on the application.

Pam Walker, Vice Chancellor of Academic Affairs updated members on recent Chancellor Office topics.

- Walker met with the Chancellor of San Jose State and other administrators to discuss a future collaboration regarding the Title 5 California Code of Regulations.
- CAI Update ó The media contacted the Chancellor's Office for information on the recent delays in the Common Assessment Initiative. The CO and other participants are focusing on developing a better plan in order to roll out the system's common assessment tool. The goal is to have the system fully functioning before implementing on college campuses.
- Walker shared that the Curriculum Inventory project is moving forward. The Chancellor's Office is working on ensuring timely curriculum certification processes. 5C has created a subcommittee that includes ASCCC representatives, CIOs, and CEOs to assist with the work. The work of this group will be quick with the project finalized in January and ready to bring to the Board of Governors (BoG) in March 2017.
- Walker is working with Helen Benjamin, Chancellor, Contra Costa Community College District, and Cindy Miles, Chancellor, Grossmont-Cuyamaca Community College District, to finalize the Chancellor's report to NACIQI in December. One area of discussion is the AB-404 (Chiu) Community Colleges: Accreditation. The bill requires constituency input on evaluating ACCJC. To meet the mandates of the bill, the CO will be surveying the Consultation Council.

## **B. Board of Governors/Consultation Council**

Members received an update on the recent BoG and Consultation Meetings:

### **Consultation**

- Vice Chancellor, Van Ton-Quinlivan provided updates regarding the new Strong Workforce Program website and the available resources.
- Mike Magee updated the council on legislation.

### **Board of Governors**

- High school articulation Title 5 regulations were questioned by the Board of Governors and will be revised. The Title 5 language needs to be clarified and

will return to the Board of Governors in November.

- Academic Record Symbols for Noncredit was approved.
- Secretary of State, Alex Padilla, addressed the Board to encourage districts and colleges to participate in the California Students Vote Project.
- The budget proposal was approved by the Board after much discussion regarding additional funding priorities. An additional \$5 million towards homelessness and food insecurity was added, as well as an additional \$5m for Veterans Resource Centers. The budget proposal included a request for funds towards Integrated Library Services. The Council for Chief Librarians will bring forward a resolution to gather support for the proposal.
- Cooperating Agencies Foster Youth Educational Support (CAYFES) was approved.
- The nomination of officers of the Board took place - Cecilia V. Estolano, Vice President, was nominated for President. Dr. Joseph Bielanski, Articulation Officer at Berkeley City College, and Tom Epstein, Vice President, Public Affairs of Blue Shield were nominated for the Board Vice President. Nominations are open until November 2016.
- The Foster Youth Support Services representatives gave a presentation to the board.
- Administrators from El Camino Compton Center provided a public comment on their progress with their application for accreditation.
- Keetha Mills, President of the Foundation for California Community Colleges presented to the Board their goals and accomplishments, which included a revenue of \$30m, of which \$0.85 of every dollar goes directly towards supporting programs.
- An accreditation update was provided on the two workgroups. Workgroup I provided a report to the Accrediting Commission for Community and Junior Colleges (ACCJC) on improving policy practices based on how other accrediting commissions function. Workgroup II discussed four options for creating a long-term relationship with an accreditor. The options were narrowed down to the two that were most viable: creating a stronger relationship between the ASCCC and Western Association of Schools and Colleges (WASC) and having a single accreditor for the Western Region. The group will continue to look at other contributing factors and will meet again in late October.
- The Campaign for College Opportunity gave a presentation regarding Associate Degrees for Transfer (ADT).

**C. Institutional Effectiveness Partnership Initiative (IEPI) Update**

The Executive Committee was updated on the work of the IEPI Advisory Committee Workgroups. Implementation of IEPI began in January 2015 with the goal to help advance California Community Colleges' institutional effectiveness, including reducing the number of accreditation sanctions and audit issues. The IEPI Advisory Committee is divided into four workgroups: Institutional Effectiveness and Indicators; Policy, Procedure, and Practice; Professional Development; and Technical Assistance. The ASCCC members serving on the four workgroups provided an update to members. Breakouts about the IEPI workgroups were held at conferences throughout the year and the workgroups will continue to hold meetings throughout the remainder of the year. These breakouts and meetings are an opportunity to provide feedback to the IEPI on their progress and to focus on the areas that require more attention. It was noted that the efforts surrounding IEPI will not slow down, but gain momentum. IEPI is a heavily funded initiative that is vital to the effectiveness of the California Community College System.

Members provided feedback and made suggestions to the Executive Committee members serving on the workgroups.

**VI. REPORTS** *(If time permits, additional Executive Committee announcements and reports may be provided)*

**A. Standing Committee Minutes**

- i. Curriculum Committee, Davison
- ii. Legislative and Advocacy Committee, Stankas

**B. Liaison Reports**

- i. Cal-PASS Plus Advisory Board Meeting, Freitas
- ii. California Community College Curriculum Committee (5C), Davison
- iii. GEAC, May
- iv. SSSPAC Meeting, Jamshidnejad

**C. Senate and Grant Reports**

**VII. ADJOURNMENT**

The meeting was adjourned at 1:12 p.m.

Respectfully Submitted By

Annie Wilcox-Barlettani, Executive Assistant  
Julie Adams, Executive Director,  
Dolores Davison, Secretary