



Relations with Local Senates Committee

DATE: Wednesday January 10, 2024

TIME: 1:00pm – 2:30pm

Relations with Local Senates Committee Charge: The Relations with Local Senates (RwLS) Committee serves to augment the work of the Executive Committee. The committee is interested in cultivating and maintaining a climate where equity and mutual respect are both intrinsic and explicit by valuing individuals and groups from all backgrounds, demographics, and experiences. Its overall purpose is to provide an opportunity to share local and state challenges, exemplary practices, and other information with the Executive Committee. In order to accomplish its overall mission, the RwLS members are conversant with and promote pertinent statutes and strategies for effective and inclusive academic senates. The RwLS will assess the needs of local leaders in order to provide resources needed to participate effectively in governance at the local level.

Meeting Summary

1. Call to Order and Roll Call (*in attendance) **Meeting Called to Order at 1:03pm**

Christopher Howerton-Chair *	Patricia Gomez	Ronald Slabbinck *
Maria-José Zeledón-Pérez– 2 nd Chair *	Luke Lara *	
Felipe Agredano	Kathy Osburn *	

2. Check-in, “Shout-outs”, Kudos & Connections. - Committee members shared local updates.

3. Procedural -

- a. Adoption of Agenda - adopted with the addition of items 7,8, and 9 below.
- b. Process of Minutes and committee review expectations - The chair will send the draft meeting summary shortly after this meeting. Committee members are asked to review and provide their endorsement or suggested edits within a week. Then the summary will be considered approved.
- c. [RwLS Committee Page](#)
- d. [Shared Committee Google Folder](#).

4. Standing Committee Meeting Dates (1-2:30pm) via [ZOOM](#)

- a. Fall 2023: ~~9/6, 9/27, 10/25, 11/8, 12/13~~
- b. Spring 2024: 1/10, 2/28, 3/27, 4/24, 5/22 - confirmed

5. [Community Agreements - Shared on agenda as a reference](#)

6. [Assigned Resolutions Tracking Document](#)

- a. [Committee Brainstorm Tracking Document](#)
- b. [Local Senates Handbook](#) Revision/Update?
- c. [2022-2023 RwLS End of Year Report](#)
- d. Possible projects for the committee

7. Brainstorm Possible Spring 2024 Plenary BO topics:

- a. It was suggested to create a “senator training”
 - i. How can we get this out to local senates
 - ii. How can we help senators be engaged and perform their duties
 - iii. How do we empower senators? appropriate versus inappropriate

- iv. We had some rostrum articles
 - b. Create the liaison handbook - create a session where we can gather information and engage senate leadership around the liaison, best practices, how they use liaisons.
 - c. Dual enrollment session
 - d. Create a session on transition leadership at the local senate and with ASCCC. It could be a rostrum article. Usually we have Spring elections for new leadership starting during fall.
 - e. Provide information to local senates about how their people can get involved in caucuses
 - f. Create community among AS leadership - who are AS Presidents, President Elects, delegates, first timers. Meet and greet reinvented
 - g. Look into the structure, more time to process and reflect on how to put learning into action. Time for people to discuss and process. Create space for the processing in a meaningful way. Add a break between lunch and other sessions where people can do what they want. Time to allow people to digest.
 - h. We created videos to help guests navigate. We have opportunities for front loading information to allow people to come and discuss. Maybe add to the sessions.
 - i. How about if we look into the way we share information in the sessions. Let's think about the concept of flipping the classroom. Allow the audience to learn and lead the conversation/discussion where they process and put into practice the information. Also, embed a time for the audience to network and at the same time they share best practices from their colleges. This is a captive audience.
 - j. Be clear about the type of session we are offering. Are they lecture/information based or project based learning or interactive communication/workshop/put into practice?
 - k. Can we have hybrid sessions instead of having in person participants looking at a session in zoom? Can the in person people meet in a room to participate in the session with others in zoom. There is appreciation about the recorded sessions. Those are great resources.
8. Update about Local Senate Visit
- a. We had some side conversations about the communication among local senates and our ASCCC organization. We do not have a way to be actively involved in these conversations of who is asking for a local visit. These decisions are being handled by the ASCCC office and we need to create a bridge with this committee.
 - b. Is there a way so we can support this work?
 - c. Depending how local senates submit their request, there will be a different response. There is inconsistency with the response with local senates.
 - d. If someone is asking how they are being redirected? Who responds? What is the timeline? What are the expectations for both sides?
 - e. Do we have formal mechanisms for all communication with local senates?
 - f. At least we should be providing input on predictable communication/structure.
 - g. There are three different ways people can contact ASCCC, it can be confusing.
 - h. Expected communications, what needs to be updated and how, expected follow through | on both sides
 - i. "Collegiality and Action" visits are different from "Local Senate Visits". There is a fee and other expectations and processes.
 - j. To request ASCCC services <https://www.asccc.org/content/request-services>
 - k. What is our role (our committee) in these processes?
9. We reviewed the draft Rostrum Article Discussion
- a. Ron and Luke wrote this article.
 - b. Wanted to present information in a brief and organized manner. Follow some points. Easier for the reader to follow.
 - c. Some of us will provide feedback on the paper so it can be strengthened and submitted by the March 3 due date.
 - d. We need to make sure to keep it centered around 10+1 and not Union areas.

- e. The finalized article will be added to our next meeting agenda.
10. [Liaison Support Recommendations](#) – Proposal submitted and approved by the ASCCC Executive committee. Discussion: Consider next steps as it relates to the various elements of the project. Feedback from the last ASCCC Committee will be shared.
- i. Communication protocol (minimum standards)
 - ii. Communication template
 - iii. Outline of liaison handbook (based on [SP22 03.01 Resolution](#))
 - iv. Working to get standing committees to formally note connected liaisons
11. Announcements
- a. [Upcoming ASCCC Events](#)
 - ASCCC Executive Committee Meeting ([January 11-12 Coronado Island Marriott](#))
 - Webinars
 - 1. Equity Centered Faculty Professional Development (1/19)
 - 2. OER Basics Series Understanding OER, Copyright, and Fair Use (2/1)
 - 3. CTE Regional Consortium – Central Mother Lode (2/2)
 - 4. ZTC Collaboration Cohorts (2/2)
 - 5. New Opportunities in Work Experience (2/7)
 - 6. OER Basics Series Introduction to Creative Commons Licensing (2/8)
 - 7. CTE Regional Consortium – Inland Empire (2/9)
 - ASCCC Executive Committee Meeting (Feb 9-10, 2024) Santa Clara
 - b. Other?
12. Future Agenda Topics
- a. [Possible Rostrum Articles](#) (next submission is January 14, 2023)
 - b. [Review local visits spreadsheet](#). (ASCCC Executive Committee Agenda – p.10)
 - c. Other
13. Group Debrief & Adjournment - Before the next meeting there will be some additional review of draft Rostrum Article to finalize during the next meeting. **Meeting adjourned at 2:25pm**

Status of Previous Action Items

A. In Progress

- a. Liaison Support
 - i. Communication protocol (minimum standards)
 - ii. Communication template
 - iii. Outline of liaison handbook (based on [SP22 03.01 Resolution](#))
 - iv. Working to get standing committees to formally note connected liaisons

B. Completed

- a. FALL 2023-Recording of Pre-Plenary session for new attendees and held “meet and greet” session during event.
- b. Received support from ASCCC Executive committee on the increased liaison support project