EXECUTIVE COMMITTEE MEETING

**Friday, March 4, 2016 – Saturday, March 5, 2016**

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

President Morse called the meeting to order at 12:45 p.m., and welcomed members and guests.

C. Aschenbach, R. Beach, J. Bruno, D. Davison, A. Foster, J. Freitas, G. Goold, G. May, W. North, C. Rutan, C. Smith, and J. Stanskas

Liaisons present: Dahlia Salem, Student Senate President; Pam Walker, Vice Chancellor, Chancellor’s Office.

Guests present: Eric Kaljumagi, President Faculty Association, Mt. San Antonio College; Bill Scroggins, College President; Dan Smith, Local Senate President, Mt. San Antonio College.

* 1. **Approval of the Agenda**

The agenda was approved by consensus.

* 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.*

Dan Smith, thanked the Executive Committee for letting him observe the meeting in session.

* 1. **Calendar**

Members were updated on calendar deadlines. There are a number of items due by the deadline for the May agenda including:

* The best of the *Rostrum* is due with the standing committee reports. These are articles that are still relevant to the work of the ASCCC and local senates.
* An update to the ASCCC Strategic Plan.
* An updated committee spreadsheet.
	1. **Action Tracking**

Members were reminded to update the Action Tracking sheet prior to the next meeting.

* 1. **Dinner Arrangements**

The Executive Committee discussed dinner arrangements.

1. **CONSENT CALENDAR**
	1. **February 5 – 6, 2016 Meeting Minutes**
	2. **ASCCC Professional Development Plan**
	3. **Academic Academy Program**
	4. **Career Technical Education Leadership Committee May 2016 Leadership Academy Program Outline**
	5. **Noncredit Regional Meeting**

**MSC (Rutan/Davison) to approve the consent calendar.**

**Action**

Item A: Post final February 5-6, 2016, minutes on the ASCCC website.

Item B: Post final Professional Development Plan on the FDC website.

Item C: Finalize Academic Academy Program and post on the website.

Item D: Finalize Career Technical Education Leadership Committee and post outline on the website.

Item E. Post the noncredit regional meeting information on the website.

1. **REPORTS**
	1. **President’s/Executive Director’s Report**

**President’s Report – David Morse**

Morse briefly expressed how the Equal Employment Opportunity (EEO) trainings for hiring have gone extremely well. An article for the next *Rostrum* will share the information provided at the trainings and address diversity hiring. He thanked everyone for the successful EEO trainings.

Morse attended a meeting with Chancellor’s Office staff to discuss modifications to the budget trailer bill. Several at the meeting voiced concerns about some of language included in the bill. Deputy Chancellor Skinner was receptive to the concerns and possible solutions. Everyone was supportive of ensuring all constituents were on the same page and agreed to influence the language in a similar manner.

Morse reminded members of the proposal Bruno and he are working on with CEO, CBO, and faculty unions to improve the 50% Law and the FON. Discussions have continued to be positive. They anticipate that the proposal will go to the Consultation Council very soon. He provided the following principles of the proposal:

* The focus of the 50% Law should continue to be on instructional costs;
* Any new definition of instructional costs would necessitate a re-determination of the percentage of general fund dollars appropriate to those costs;
* General fund match requirements should be eliminated for all restricted funds; and
* The FON should be modified to reflect an ongoing focus on making progress toward the 75% goal in a systematic way.

The Chancellor’s Office Accreditation Task Force met with *Western Association of Schools and Colleges* (WASC), a report summarizing the meeting will circulate next week prior to the CEO conference. The Chancellor’s Office and the Accreditation Task Force acknowledged that the CEOs, as members of the ACCJC, are the ones with the power to decide the direction related to accreditation. Most are aware that there are a few CEOs that are resistant and a number that are nervous because any action might result in retaliation.

Morse reported that at a recent meeting of the Intersegmental Committee of Academic Senates (ICAS) meeting, an agreement was made to create a task force to develop criteria for anyone hired to work on behalf of ICAS. These criteria are needed as a result of the ICAS inclusion of ICAS as the governing body specified in legislation.

Morse announced that Rico has resigned from the Executive Committee. She has accepted a position as Vice President of Student Services at San Diego Continuing Education. As the only counselor on the Executive Committee, Morse encouraged recruitment of counselors to consider running for an open position on the Executive Committee. Morse noted that her assignments are currently being covered by May and others.

**Executive Director’s Report – Julie Adams**

Adams provided the Executive Committee with a recap of her experience at the Apple Leadership Event she attended with Freitas. The Executive Committee might want to explore Apple technology such as three-dimensional learning through free textbooks, free OpenStax books, and new innovations used in the classroom. Adams suggested that Apple leadership be invited to an Executive Committee meeting to share information about OpenStax and Apple technology and how this technology can be used in the classroom. For example, faculty could use the Basic Skills Innovative grants to provide free resources: iPads and tablets for growth development amongst students. Freitas commented that he enjoyed being exposed to a different perspective on how faculty can use smart phones, tablets, and technology for educational purposes.

Adams is currently taking an @ONE teaching course. The course is on standards and guidelines for teaching online. The course is high quality and references a number of resources—including ASCCC policies and papers throughout. She is taking this course to explore whether or not Canvas could be used for the ASFCCC Professional Development College. If faculty are expected to use Canvas and effective practices, why not set the example in our own Professional Development College. An item will be submitted for the May agenda recommending ways the ASCCC might partner with @ONE on their online courses.

Adams briefed the Executive Committee on the status of negotiating Career Technical Education (CTE) Data-unlocked with the Chancellor’s Office and the responsibilities of the ten faculty fellows. More information will be covered by the presentation later on the agenda.

Adams reported that Mt. San Antonio College is still negotiating with the Chancellor’s Office the C-ID grant approval. She noted that the ASCCC still has not received payment since June 30th.

Adams reviewed planning logistics for ASCCC meetings and events. She updated members on the current event registration counts and expressed concern about the attendance for upcoming Academic Academy and its negative financial impact on the ASCCC it will have if attendee count does not increase—the ASCCC could potentially lose $55,000. The low attendance at the event can be attributed to the fact that the Chancellor’s Office hosted a similar event a few days prior to the ASCCC event in Sacramento. She suggested that there needs to be a way to work with the Chancellor’s Office to avoid these situations in the future.

Operations Update: Welcome Annie Wilcox-Barlettani, Executive Assistant and Miguel Rother, Administrative Assistant (his focus will primarily be C-ID).

 **Action Item**

* Add agenda item for August meeting for Apple leadership to present some of their technology tools.
* Add agenda item for next May meeting recommending how the ASCCC can work with @ONE.

* 1. **Foundation President’s Report**

May highlighted items in her report and noted that the foundation minutes are now included in agenda.

She reviewed the Spring Fling at the Mix. Instead of our regular dinner and dancing, the Spring Fling will serve heavy hors d'oeuvres and VIP booths that include private seating for up to 20 people, champagne, and special horderves. The Mix will be open to the public at 9:00 p.m., but guests are welcome to stay until closing without paying the cover charge.

May noted that there will be silent auction, but no raffle. She requested members to reach out to colleagues to make a donation to the silent auction. Potential donors: Art departments, senate presidents, etc. Academic Senate website up and running, click on red donate tab to support.

* 1. **Liaison Oral Reports** *(please keep report to 5 mins., each)*

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.

CCCI – California Community Colleges Independents
CCCI Liaison Smith reported on CCCI activities and noted that their conference is April 22 – 23, 2016. CCCI would like the Executive Committee to attend but understands that the Joint Conference conflicts with the ASCCC plenary session.

FACCC - Faculty Association of California Community Colleges

Smith noted that he is also representing FACCC and is the current Vice President. FACCC elections are taking place March 9, 2016. Members were encouraged to ask interested faculty to submit appropriate paperwork. Smith concluded with an update on papers under development and new legislation that will affect community colleges significantly.

**Student Senate Report, Dahlia Salem**

Student Senate President Salem informed members that the annual student March in March has been cancelled because of SSCCC budget cuts and the lack of funds to support the event. They are planning another legislative event to replace the March in March and more information will be provided as it is available.

Salem noted that there has been positive feedback and continued discussions around two bills, AB 1995 (Williams, February 16, 2016) Community colleges: homeless students: access to shower facilities; and AB 2766 (Lopez, February 19, 2016) Student Aid Commissionto expand student representation, mental health, and providing a resource center for students.

Salem asked for volunteers for breakout sessions and keynote speaker at their upcoming General Assembly in Ontario on April 29 – May 1, 2016.

1. **ACTION ITEMS**
	1. **Legislative Update**

Member were updated on recent state and federal legislation. Many of the higher education bills are spot bills with the deadline for introducing language by February 19, 2016. Members reviewed a number of bills. By consensus, members decided that a resolution be written on AB 1985 (Williams, February 16, 2016), on postsecondary education specifically to require “community college district to adopt, a uniform policy to award a pupil who passes an Advanced Placement exam with a score of 3 or higher credit for a course within this curriculum with subject matter similar to that of the Advanced Placement exam.”

**Action**

* May will carry a resolution to the Area meetings on AB 1985 (Williams, February 16, 2016).
	1. **2016 – 2017 Event Meeting Dates**Members reviewed Executive Committee Meeting Dates for 2016 – 2017

The following are the finalized meeting dates:

* Executive Meeting:
	+ August 19 – 20, 2016 – Sacramento
	+ September 9 – 10, 2016 – South
	+ September 30 – October 1, 2016 – North
	+ November 2, 2016 – West Coast South Plaza
	+ January 6 – 7, 2017 – North
	+ February 3 – 5, 2017 – South
	+ March 3 – 4, 2017 – North
	+ April 19, 2017 – Santa Clara
	+ June 2 – 4, 2017 – Monterey
* Events and Area Meetings
	+ Area Meetings – October 14 -15, 2016 – Various Locations
	+ Fall Plenary Session – November 3 -5, 2016 – West Coast South Plaza
	+ Accreditation Institute – February 17 -18, 2017 – North
	+ Innovation & Instructional Design – March 17 – 18, 2017 – North
	+ Area Meetings – March 24 – 25, 2017 – Various Locations
	+ Spring Plenary Session – April 20 – 22, 2017 – Santa Clara
	+ CTE Leadership Institute – May 5 -6, 2017 – North
	+ Faculty Leadership – June 15 – 17, 2017 – Sacramento
	+ Curriculum Institute – July 12 – 15, 2017 – North
	+ Academic Academy – September 22 – 23, 2017 or September 29 – 30, 2017 – South
	+ Fall Plenary Session – November 2 – 4, 2017 – South

**MSC (North/Goold) to approve the meeting dates as amended**.

**C. Effective Curriculum Processes Paper**

Members discussed the latest draft of the Effective Curriculum Process paper and suggested a number of changes.

**MSC (Bruno/Foster) to approve the paper to forward to the Spring Plenary Session for discussion and debate.**

**Action**

The draft paper will be forwarded to the Area meetings for discussion and posted on the website.

**D. 2016 Spring Plenary Session Planning**

Members discussed the program for the Spring Plenary Session and finalized additional plans for participating in the joint conference.

**Action**

* Members will contact other co-presenters to facilitate the Taskforce for Workforce, Job Creation, and a Strong Economy.
* Chairs will identify note takers for the taskforce breakout sessions.
1. **Spring Resolutions**

Members reviewed, discussed, and edited Spring Resolutions.

**MSC (Smith/Foster) to approve the Executive Committee resolutions to forward to the Area meetings**.

**Action**

* The Executive Committee Resolutions will be forwarded to the Area Meetings for discussion and debate.
1. **Mathematics Placement Model from Common Assessment Initiative**

Members were informed that the Multiple Assessment Project (MMAP) has been working on placement models based on high school GPA, high school course grades, and high school course taking patterns. Now a part of the Common Assessment Initiative (CAI), MMAP is collaborating to develop a set of multiple measures as part of the pilot process for the common assessment. The MMAP group presented a placement model for statistics that included completion of Alegbra I and a specific high school GPA. Concerns were raised that the tool has not been vetted amongst the faculty and will be approved without the proper vetting.

**MSC (Bruno/North) to formally request the Common Assessment Initiative Committee postpone any publication guidelines for use on the Multiple Measures until proper consultation takes place**.

**Action**

* Rutan will carry forward members’ request to postpone the publication guideline until they have been vetted appropriately.
* A resolution will be developed to discuss issues around the Multiple Measures Assessment Project.
1. **ASCCC Cultural Competency and Advocacy Plan**Members were informed that the prior Equity and Diversity Advisory Committee (EDAC) conducted a survey last year. While the study results were minimal (only 35 responses), EDAC felt that conducting another survey would not result in more responses. Instead, EDAC proposes to develop a draft strategic plan using the survey results, breakout session discussions, and other information from the committee members. EDAC felt that this work has already taken two years and that a plan with goals, timelines, and action items would move this work forward. EDAC will bring forward to the May Executive Committee a Cultural Competency and Advocacy Plan for discussion and possible adoption.
2. **System Advisory on Curriculum Committee (SACC)**Members were updated on the history of SACC, its role within the Chancellor’s Office, and the current priorities. A workgroup created by SACC to revisit its charter has recommended that legal opinion be sought to clarify SACC’s role in making recommendations on curriculum and its relationship to the consultation process. Members then discussed the priorities of SACC and how to ensure that ASCCC priorities are addressed in a timely manner. It was noted that the priorities listed in the agenda do not include all of the ASCCC adopted resolutions or priorities. It was suggested that the following take place for future action:
* Rutan, Davison, Freitas, and Shearer will submit a complete list of SACC priorities for the Consent Calendar for the May meeting.
* Eric Shearer, chair of SACC, will be invited to attend selected meetings to provide a report on SACC activities.
* ASCCC SACC members will suggest to SACC membership that an official recorder (not a committee member) be identified to take minutes.

1. **Curriculum Institute**Members discussed the first draft of the Curriculum Institute program. By consensus, the chair of the Curriculum Committee will share the Executive Committee’s ideas with the committee. The Curriculum Institute Program will return to the May meeting for final approval and action.
2. **DISCUSSION**
	1. **Chancellor’s Office Liaison Report**

Vice Chancellor Pam Walker updated members on the following Chancellor’s Office activities:

* The CEOs have taken an active role in determining the direction for accreditation for California community colleges. As members of the ACCJC, the CEOs will discuss the future of accreditation with the hope of getting 75% agreement in order for change to occur.
* The Chancellor’s Office recently spoke with thelegislature regarding the baccalaureates degree bill. At this time, the ACCJC cannot accredit more than 15 colleges.
* Walker reviewed the work being done with the Basic Skills Innovation Program and noted that an employee from American River College is assisting the Chancellor’s Office, via an Inter-Jurisdictional Exchange Agreement, to expedite the $60 million transformational grants. The RFA was sent out and is due to the Chancellor’s Office this month.
* Associate Degree Transfer (ADT) Development – Over 2000 last month with thirty-two revision requests and over 2,000 active ADTs which demonstrates that the ADTs are very successful. Volunteers may be needed to go to colleges and assist the administrative team as they input degrees and programs into the curriculum inventory.
* Walker noted that the Chancellor’s Office held another successful Veterans Summit. The Chancellor’s Office has done work over the past few years in recognizing prior learning and there seems to be some great progress. The Chancellor’s Office is considering forming a work group to address prior learning. The goal is to have continuous conversations with counselors and veteran specialists about how to address prior learning.
* Dual Enrollment – AB-288 *Public Schools: College and Career Access Pathways Partnerships -* has taken on a life of its own. Drawing more work that will need to be evaluated carefully. The Chancellor’s Office had a conversation with the RP group about how to enlist help from Career Ladders to help with resources. The Chancellor’s Office is working on creating an advisory board to guide this work.
* The Chancellor’s Office is conducting an application process to hire for the Vice Chancellor of Student Services position. It is a State position, which they may fill on their own.
* Members shared with Walker concerns with the Chancellor’s Office hosting an equity and student success event the same week as the ASCCC Academic Academy in the same location. The ASCCC will lose about $55,000 because of the lack of attendance due to the conflicting events and similar audience. She understands the need to prevent these occurrences from taking place and acknowledged that the financial loss is significant.
	1. **Board of Governors/Consultation Council**

No Board of Governors and Consultation meeting held since the last Executive meeting. No new information to report.

Morse did note, revision of the Program and Course Approval Handbook is scheduled to be brought forward to the Consultation Counsel.

* 1. **Needs Assessment Survey Results**

The Relations with Local Senates conducted a survey of the needs of the local senates. While the results demonstrate some of the needs of local senate, it also highlighted the need for more marketing and education about the resources available via the ASCCC website and other venues. The Relations with Local Senates Committee will review the survey results and bring back a recommendation for further development of resources to meet the needs of local senates. The committee will submit a recommendation for future resources to address the needs of local senates will be agendized in May for discussion.

* 1. **CTE Data Unlocked**Members were presented with information about the CTE Data Unlocked, particularly the role of faculty in the initiative.
	2. **ASCCC and Statewide Professional Development**With the influx of funding available to the California Community College System, there are many opportunities for professional development. This situation has resulted in a menu of professional development opportunities from a variety of constituents including the Chancellor’s Office and other faculty organizations. This has caused confusion in the field because academic senates have purview over the professional development of faculty. The most recent example is the ASCCC Academic Academy and the Chancellor’s Office Student Success event held the same week in Sacramento. There is a need to work with the Chancellor’s Office to partner with the ASCCC on professional development activities that fit within the faculty purview. Members also discussed the challenge of working with the Institutional Effectiveness Partnership Initiative (IEPI) and improving communication between Senate and IEPI. ASCCC Leadership will meet Paul Steenhausen, Executive Director of the Success Center, and Theresa Tena, Vice Chancellor of Institutional Effectiveness, to improve communication.
1. **REPORTS** *(If time permits, additional Executive Committee announcements and reports may be provided)*
	1. **Standing Committee Minutes**
2. Accreditation and Assessment Committee, Beach
3. Educational Policies, Davison
4. Relations with Local Senates, Rico
5. Transfer, Articulation, and Student Success, May
	1. **Liaison Reports**
		1. California Open Education Resources, Aschenbach/Davison
		2. Common Core Smarter Balanced, North
		3. FACCC, Davison
		4. Multiple Measures Work Group, Rutan
		5. System Advisory on Curriculum Committee, Davison, Freitas, Rutan
		6. Telecommunications and Technology Advisory Committee, Davison and Freitas
	2. **Senate Grant and Project Reports**
6. **ADJOURNMENT**

The meeting was adjourned at 1:00PM

Respectfully Submitted By

Annie Wilcox-Barlettani, Executive Assistant
Julie Adams, Executive Director,
John Stanskas, Secretary