

FACULTY LEADERSHIP INSTITUTE

LEADERSHIP,  
EMPOWERMENT,  
AND VOICE

**June 12 - 14, 2014**

**Paradise Point Hotel & Spa, San Diego**

## WELCOME FROM THE INCOMING PRESIDENT

*On behalf of Academic Senate Executive Committee, I welcome you to the 2014 ASCCC Leadership Institute. Senate leaders around the state are facing numerous challenges this year, with developments and debates over budgets, legislation, adult education, accreditation, professional development, and other issues demanding our attention. But because so many important dialogues are taking place, we are also presented with opportunities to strengthen our positions and our influence both at individual colleges and throughout the state. The goal of this institute is to provide you with both the knowledge and the training to represent your faculty and to lead your local academic senates effectively in these challenging yet exciting times. We hope that you will have an experience that is both useful and enjoyable, and we look forward to spending these three days with you. Again, welcome, and let the education and the fun begin.*

*David Morse*

*Incoming President*

## THURSDAY, JUNE 12, 2014

**12:00 noon Lunch for PDC Pilot participants (and early arrivers)**

Pacific Room

**1:00 pm General Session—Bases for Academic Senates:  
Who Are We and What Are Our Roles?**

Pacific Room

*Julie Bruno, Vice President-elect, Facilitator*

*David Morse, President-elect*

In order to serve their faculty effectively, academic senate leaders must have a clear understanding of the definitions and sections in Education Code and Title 5 that delineate the senate's purview and roles in college governance. This session will offer definitions of concepts such as academic and professional matters, the 10+1, and collegial consultation in order to form a basis for establishing the senate's role in college and district policies and processes. Participants will also engage in table discussions of specific hypothetical scenarios relating to senate purview.

**2:30 pm to 2:50 pm Coffee Break**

**2:50 pm to 3:45 pm Resolution Writing**

Pacific Room

## 4:00 pm to 5:15 pm Breakout Session

### **Empowering Local Senates: Resources for Developing Local Senate Authority**

Palm I, II, III

*Dan Crump, At-large Representative*

*Debbie Klein, At-large Representative*

This interactive session will assist you in assuming your new responsibilities and will review the resources available to help you understand the legislation and regulations that affect academic senates. Whether you're a local senate president, curriculum chair, or serve in other leadership capacities, developing a familiarity with the 10+1 and maintaining a relationship with the Statewide Academic Senate are essential tools for empowering local academic senates and faculty leaders. Please join us for a discussion about claiming and protecting your local academic senate authority.

### **Relationships with Others**

Royal I, II, III

*Michelle Grimes Hillman, South Representative*

*James Todd, Area A Representative*

Effective local leadership means building, maintaining and navigating relationships with various groups at your district and campus. As you represent the academic and professional interests of your faculty, it is crucial to know the responsibilities and purview of your union, board, administration, and classified organizations. Inevitably, the boundaries between these groups often become blurred, and the challenge of "getting things done" means relying on collaboration—and, hopefully, a mutual respect for the rights and responsibilities of all constituencies. This session is aimed to help you make it through the everyday politics of senate leadership, as we will discuss the roles of various district and campus organizational bodies, the areas where overlap may occur, the issues where purview is easily discerned, and the strategies and benefits of maintaining healthy relationships.

## Challenges to Higher Education: What's Coming and What We Can Do?

Palm IV, V

*David Morse, President-elect*

*Cynthia Rico, Area D Representative*

The California Community College System is in a state of transformation, and local senates are confronted with both challenges and opportunities. Governance, student services, curriculum, accreditation, and other areas are being critiqued and questioned by legislators and by organizations both inside and outside the system. Join us to discuss the newest developments and issues and how your college can work to leverage these challenges into positive results.

### 5:15 pm **Break**

### 6:00 pm **Reception and Dinner Signup**

Paradise Terrace

Attendees will sign up for dinner at various restaurants near the hotel. Dinner groups will be led by Executive Committee members.

### 8:30 pm **Dessert and Reconnect**

Paradise Terrace

Join us for a sweet treat before tucking in for the night.

## FRIDAY, JUNE 13, 2014

### 7:30 am Continental Breakfast

Paradise Foyer

### 8:30 am General Session: Budget

Pacific Room

*Wheeler North, Treasurer, Facilitator*

*Kale Braden, North Representative*

*Bonnie Ann Dowd, CBO, San Diego CCD*

Understanding the history of community college funding is important for senate presidents as they begin the process of understanding the local college and district budgets. In this presentation, California's unique and often challenging approach to funding community colleges will be addressed along with an explanation of reporting requirements and some tips for recognizing regular features of the local budget and ways to access more information for local analysis.

### 9:45 am Break

### 10:00 am Second Breakout

#### **“It was the best of times, it was the worst of times...”: Budget Discussion Follow-up**

Palm I, II, III

*Kale Braden, North Representative*

*John Freitas, Area C Representative*

Continue the conversation about where to become more informed about your college and/or district's budget. The conversation will include a discussion about a functional budgeting process and, if your college lacks a functional budgeting pro-

cess, what you can do as a faculty leader to help establish one. Through this conversation we will be looking at strategies of how the senate can effectively work with administration to encourage meaningful and participatory budget practices.

## **Where Is It Written? Ed. Code, Title 5, and Local Senates**

Royal I, II, III

*Phil Crawford, North Representative*

*John Stankas, Secretary-elect*

As local senate leaders we are often questioned about the authority of the senate and the particulars of regulations that govern aspects of academic and professional matters. How many of us have heard, “Where is that written down?” with either accusation or acclamation in the tone? This breakout is designed to help local senate leaders navigate the caverns of code, regulation, and process to find the answers in writing that help our colleges move forward.

## **Managing Conflict with Collegiality and Cooperation**

Palm IV, V

*Julie Bruno, Vice President-elect*

*Dolores Davison, Area B Representative*

As a faculty leader, you are frequently in situations where conflicts arise, and it is often your job to ensure that the issue is resolved or at least managed so that the work may continue. The parameters of any number of conflict situations may be determined by the college policies, union contracts, and other official documents, but, more often than not, it comes down to people and relationships. What are some techniques that you can use to deal with conflict while maintaining collegiality and cooperation in your role as a faculty leader? Have you found a particular method effective? Bring your ideas and experience for a lively discussion on working through conflict.

**11:15 pm Break**

**11:30 pm Lunch**

Pacific Room

**12:15 pm to 1:15 pm Panel Discussion: Leadership: Let's do This Thing!**

Pacific Room

*Michelle Grimes-Hillman, South Representative, Facilitator*

*Dolores Davison, Area B Representative*

*Debbie Klein, At-Large Representative*

*Craig Rutan, South Representative*

Please join us for a lively, interactive discussion about leadership through eyes of local senate presidents, curriculum chairs, and union presidents. This session will offer an opportunity to discuss what's happening on your campus and get multiple perspectives on the issues.

**1:30 pm Third Breakout****Avoiding a Train Wreck: Ensuring Meetings Are Effective and Productive**

Palm I, II, III

*Dolores Davison, Area B Representative*

*Craig Rutan, South Representative*

Senate meetings are often where difficult discussions happen where tempers can flare and emotions run high. What can you do as a senate president to ensure that your meetings remain professional and productive? Join us for a discussion about what you can do before and during your meeting to make sure things stay on track.

## Preparing for the Future: Faculty Development for Leadership Succession

Royal I, II, III

*Julie Adams, Executive Director*

*Wheeler North, Treasurer*

So you just hired 18 new faculty; now what? What can you do about faculty who are reluctant to move into or out of leadership roles? Can evaluation processes help local senates identify and develop potential leadership successors? Unlike replacement planning (typically based on past performance) succession planning is largely predictive where past performance of the candidates or organization may not be valid indicators. Join us as we discuss methods for growing a strong senate. Learn why leadership succession and widespread faculty engagement are healthy for the senate and the institution as a whole.

## Ethical, Credible Senate Leaders

Palm IV, V

*Dan Crump, At-Large Representative*

*Debbie Klein, At-Large Representative*

Senate leaders have the opportunity to model professional, dignified leadership at our colleges, but staying on the high road while leading colleagues can be challenging. Your colleagues may perceive sinister goals from your actions instead of the ethical and sincere goals that drive you as a leader. Sometimes your colleagues may challenge your actions. What does it mean to be an ethical and credible leader? How can we, as leaders, do the best possible job we were elected to do? Please bring your ideas and join us for an exploratory discussion about maintaining your integrity (and sanity!) while serving your colleagues.

**3:00 pm Coffee Break**

**3:15 pm Resolution Amendments**

Pacific Room

**4:30 pm to 5:30 pm Fourth Breakout****Faculty Qualifications, Equivalencies, and Assigning Courses to Disciplines**

Palm I, II, III

*Michelle Grimes-Hillman, South Representative*

*Craig Rutan, South Representative*

To maintain high academic standards, colleges must find qualified instructors. While the Board of Governors establishes minimum qualifications, as senate president you may be asked to resolve process and implementation issues for determining faculty qualifications, equivalencies, faculty service areas, and course assignments within a variety of disciplines. Please join us for a lively discussion about these important issues.

**Accreditation: Standards and Structures**

Royal I, II, III

*Dolores Davison, Area B Representative*

*John Stankas, Secretary-elect*

A topic of concern on virtually every California Community College campus is accreditation, and concerns over sanctions, recommendations, and the new standards remain a high priority for senate leaders. What are the issues facing colleges? What changes will the new standards bring? How can senate leaders work with the campus communities to ensure the best possible results of the accreditation process?

## **Keeping It Collegial and Legal: Governing Documents, Robert's Rules of Order, and the Brown Act**

Palm IV, V

*Phil Crawford, North Representative*

*John Freitas, Area C Representative*

Constitutions and Bylaws. Robert's Rules of Order. The Brown Act. One defines your senate's functions and operations, one is used to facilitate meetings, and one is a legal requirement. As a senate leader you need to understand the importance of each of these items to ensure the smooth operation of your senate so that all voices are heard and your colleagues and the public remain informed about the business of your senate. This session will cover the importance of clear governing documents, the judicious use of Robert's Rules, and the basic legal requirements of the Brown Act so that you can make sure that your senate and its committees conduct business collegially and openly.

**5:30 pm Dinner on your own**

## SATURDAY, JUNE 14, 2014

### 7:30 am **Breakfast Buffet**

Paradise Foyer

### 8:30 am **Fifth Breakout**

#### **Senate Resources at Your Finger Tips**

Palm I, II, III

*Julie Adams, Executive Director*

*Cynthia Rico, Area D Representative*

Every senate leader needs ready references in order to be effective, as well as tools for maximizing efficiency. This breakout will introduce new and continuing senate leaders to a variety of resources available to help local senates in doing their work. Come and learn how to maximize use of the Academic Senate website to locate specific information in papers, resolutions, and *Rostrum* articles as well as how to request technical assistance and how to volunteer for state service. Participants will also provide feedback about recent changes to the ASCCC website. Bring your questions and your feedback to this breakout to inform further changes to the website.

#### **Relationships with Senate Standing Committees: The Ties That Bind**

Royal I, II, III

*Kale Braden, North Representative*

*Wheeler North, Treasurer*

Interpersonal relationships are at the core of much of the work within the senate, between the senate and its standing committees as well as between the senators themselves. This breakout will focus upon strategies for the local senate to work with its committees as well as working with factions within the senate itself.

## ASCCC Grants, Projects, Initiatives, and You

Palm IV, V

*David Morse, President-elect*

*Julie Bruno, Vice President-elect*

The Academic Senate's involvement in grant-funded statewide projects and initiatives has grown exponentially over the past few years. While some of the projects may be very familiar (Statewide Career Pathways and C-ID), others may be new or not well understood (Online Education Initiative and California Open Education Resources). Many of these projects will have significant impacts on our students, our system, and our local colleges. What do you need to know about these projects? How will you navigate the effects of these projects at your college? Bring your questions and concerns for a discussion about these important statewide projects.

**9:45 am Break**

**10:00 am General Session: Mock Plenary Session**

*David Morse, President-elect, Chair*

*Resolutions Committee Members*

*Parliamentarian, John Freitas, Resolutions Committee Chair*

**11:30 am to 12:30 pm Area Meetings: Building A Community  
Lunch**

Pacific Room

**1:00 pm Adjournment**

# CONFERENCE ROOM LAYOUT



## CREDITS

DAVID MORSE President-elect - English, Long Beach City College

JULIE BRUNO Vice-president-elect - Communications Studies, Sierra College

JOHN STANSKAS Secretary - Chemistry, San Bernardino Valley College

WHEELER NORTH Treasurer - Aviation, San Diego Miramar College

JAMES TODD Area A Representative - Anthropology, Modesto Junior College

DOLORES DAVISON Area B Representative - History - Women's Studies, Foothill College

JOHN FREITAS Area C Representative - Chemistry, Los Angeles City College

CYNTHIA RICO Area D Representative - Counseling, San Diego Mesa College

KALE BRADEN North Representative - Theatre, Cosumnes River College

PHIL CRAWFORD North Representative - Political Science/Sociology/Law, San Jose City College

MICHELLE GRIMES-HILLMAN South Representative - Psychology, Mt. San Antonio College

CRAIG RUTAN South Representative - Physics, Santiago Canyon College

DEBRA KLEIN Representative At Large - Anthropology, Gavilan College

DAN CRUMP Representative At Large - Library Science, American River College

JULIE ADAMS, Executive Director ASCCC

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RITA SABLER, Creative Director ASCCC

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