



## EXECUTIVE COMMITTEE MEETING

**EXECUTIVE COMMITTEE MEETING**  
Friday, January 8 to Saturday, January 9, 2021  
Zoom and Teleconference

### I. **ORDER OF BUSINESS**

#### A. **Roll Call**

President Davison called the meeting to order at 9:00 AM and welcomed members and guests.

C. Aschenbach, M. Bean, K. Chow, M. Cruz, S. Curry, S. Foster, S. Henderson, G. May, K. Mica, J. Oliver, C. Roberson, R. Stewart Jr., and M. Vélez

Liaisons and Guests: Julie Adams, Executive Director, Student Senate for California Community Colleges (SSCCC); Dan Crump, Liaison, Council of Chief Librarians (CCL); Geoffrey Dyer, Taft College; Debbie Klein, President, Faculty Association of California Community Colleges (FACCC); Stephen Kodur, President, Student Senate for California Community Colleges (SSCCC); Aisha Lowe, Vice Chancellor for Educational Services and Support, California Community College Chancellor's Office (CCCCO); Leslie Minor, West Central Chair, California Community College Chief Instructional Officers (CCCCIO); Michelle Pilati, Faculty Coordinator, Open Educational Resources Initiative; and Bryan Ventura, Board Member, The Research and Planning (RP) Group.

Staff: Tonya Davis, Director of Administration; April Lonero, Executive Assistant; Edie Martinelli, Events Manager; Katie Nash, Visual Designer; and Miguel Rother, Director of Grants & Initiatives.

#### B. **Approval of the Agenda**

**MSC (Vélez/May) to approve the agenda and consent calendar with the following modifications:**

**Remove item II. C. Updated Noncredit and Basic Skills Committee Name and Charge for discussion.**

**The addition of item IV. P. 2021 Spring Plenary Session Preliminary Outline.**

#### 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.*

Wendy Brill-Wynkoop, College of the Canyons; Judy Marasco, Santa Monica

College; Roy Shahbazian, Santa Ana College; and Ryan Sullivan, Mt. San Jacinto College, were in attendance.

No formal public comment was entered.

**D. Executive Committee Norms, pg. 5**

Members were reminded about the Executive Committee Norms.

**E. Calendar, pg. 6**

Members were updated on deadlines.

**F. Local Senate Visits, pg. 14**

Members updated the Local Senate Visits record.

**G. Action Tracking, pg. 24**

Members reviewed the Action Tracking document and updated the document as necessary.

**H. One Minute Check-In**

Members and liaisons shared a one-minute check-in.

**II. CONSENT CALENDAR**

**A. December 4-5, 2020, Meeting Minutes, Aschenbach, forthcoming**

**B. Asian Pacific Islander Caucus - Recognition of Caucus, Mica, pg. 25**

**C. Updated Noncredit and Basic Skills Committee Name and Charge, Chow/Foster, pg. 30**

Chow requested the removal of the sentence “Members of the Noncredit, Pre-Transfer, & Continuing Education Committee may represent the Academic Senate on such bodies as the Student Equity and Achievement Workgroup” from the proposed charge to accurately reflect the appointment process. The committee discussed the inclusion of Guided Pathways into the charge and committee’s work and revision’s effective date.

**MSC (Cruz/Foster) to approve the Noncredit and Basic Skills Committee name change and updated charge, effective July 2021, with the deletion of “Members of the Noncredit, Pre-Transfer, & Continuing Education Committee may represent the Academic Senate on such bodies as the Student Equity and Achievement Workgroup.”**

**III. REPORTS**

**A. President’s/Executive Director’s Report – 30 mins., Davison/Mica**

Mica informed the committee that the Academic Senate Office is expected to remain remote until June 2021, with opening dependent on county and state guidelines. Mica shared recent personnel changes and that the office is in the hiring process for an Accounting Clerk and Administrative Assistant. Mica provided information regarding her upcoming leave and noted that Tonya Davis, Director of Administration, is the primary contact in her absence. The Faculty

Application to Serve is under revision to improve the application and appointment process, and the office is working on a strategy to engage and develop faculty volunteers. Mica reported that the FELA Steering Committee selected and notified the first round of mentors and mentees.

Davison shared conversations regarding campus re-opening plans for Fall 2021 and faculty prioritization in the vaccine distribution. The committee received an update on recent legislative visits and the 2021-2022 budget predictions. Davison discussed the work on developing an Ethnic Studies graduation requirement including efforts of the California Community College Curriculum Committee (5C) and the CCC Ethnic Studies Faculty Council. Changes were made to the agenda structure, including restructuring the reports and discussion sections and removing the monthly item, "Online Community College District Board of Trustees Meeting."

**B. Foundation President's Report – 10 mins., Henderson**

Henderson reported that the Innovation Scholarship application period is open and applications will be accepted and reviewed on a rolling basis. Henderson shared that the directors are reviewing the 2017 Sponsorship and Marketing Plan, and at their next meeting will consider a spring fundraiser and A<sup>2</sup>MEND and Spring Plenary Scholarships. The committee discussed the funding for the first round of the Innovation Scholarship and additional fundraising opportunities.

**C. 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, CAAJE, CCA, CCCI, CCL, CFT, CIO, FACCC, the RP Group, and the Student Senate.

Leslie Minor, California Community College Chief Instructional Officers (CCCCIO) West Central Chair, provided an oral report. The CIOs are working on implementing the CSU Ethnic Studies requirement in the community college system and apportionment for noncredit courses. Minor shared efforts to increase diversity in the CIO leadership. The CIOs are updating their website, action plan, and goals. Minor noted a forthcoming statement on the attack on U.S. Capitol.

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided an oral report. Crump shared that the next CCL Board Meeting is on January 14, 2021. On December 10, 2020, the CCL hosted a webinar titled "Anti-Racism & Libraries: A Conversation with ALA President Julius C. Jefferson, Jr."

Debbie Klein, Faculty Association of California Community Colleges (FACCC) President, provided an oral report. Klein shared that the FACCC 2021 legislative priorities include two bills, one that defines academic freedom and requires that it be locally bargained, and another that establishes a county liaison for each district to connect students with community services. FACCC is working with the Council of Faculty Organizations (CoFO) to develop a joint letter of faculty priorities to be submitted to the legislature. Klein provided an update on the work of the Student Centered Funding Formula (SCFF) Oversight Committee, and

shared that as part of the Chancellor's Office Diversity, Equity, and Inclusion Committee, FACCC is developing a Diversity, Equity, and Inclusion (DEI) Compact for consideration by system partners. The FACCC Policy Forum is on January 29, 2021, and the 2021 Advocacy & Policy Conference is on March 12-13, 2021, followed by a Week of Action.

Bryan Ventura, The Research and Planning (RP) Group Board Member, provided an oral report. Ventura shared that the RP Group Board of Directors approved the organization's new Code of Ethics. The next PIER to PIER discussion is on January 28 regarding the use of data in enrollment management and planning. Ventura reported that the COVID Statewide Student and Employee Survey report and data tables will be available this month and that the RP Group will build upon the Through the Gate transfer study with a two-year African American Transfer Tipping Point Study. The RP Group's blog *Data, Meet Culture*, is seeking guest authors.

**D. Chancellor's Office Liaison Report – 45 mins., Davison, pg. 32**

A Chancellor's Office Liaison Report was not provided.

**IV. ACTION ITEMS**

**A. Legislative Report – 20 mins., May, pg. 33**

The Executive Committee received an update on the 2021-2022 legislative session and reviewed pertinent bills. May shared that this session, bills regarding health and the economy will be prioritized, the number of bills per legislator may be limited, and topics may be presented through trailer bill language. Members discussed the potential impacts of AB 89 (Jones-Sawyer) Peace officers: minimum qualifications and SB 40 (Hurtado) Health care workforce development: California Medicine Scholars Program. The Academic Senate's Legislative and Advocacy Day is on February 23, 2021, with training on February 22, 2021. The committee reviewed the logistics of the Legislative Day and Executive Committee participation.

No action by motion was taken on this item.

**B. Culturally Responsive Student Services, Student Support, and Curriculum – 15 mins., Davison, pg. 42**

The Executive Committee received an update on culturally responsive student services, student support, and curriculum in the system. Davison shared that the Chancellor's Office will emphasize culturally responsive student services and student support this semester. May provided an update on the Equity, Diversity, and Action Committee's (EDAC) work, including webinars planned for Spring 2021.

No action by motion was taken on this item.

**C. Equity Driven Systems – 15 mins., Davison, pg. 43**

The Executive Committee received an update on the Equity Driven Systems in the system. Cruz shared that the Diversity, Equity, and Inclusion (DEI) Workgroup is

developing a communications strategy to share available DEI resources with the field, and the Workgroup is compiling a list of DEI related conferences and presentations to ensure stakeholder participation. Davison shared that the Association of Chief Human Resource Officers (ACHRO) submitted content for the Model Hiring Principles and Practices Canvas course. Members recommended sharing that resource with system partners and tracking its usage. Members suggested forming a DEI liaison position at local campuses to support communication and access to resources. The Academic Senate DEI Chairs and Co-Chairs meeting will be on January 25, 2021.

No action by motion was taken on this item.

**D. Guided Pathways Implementation and Integration to Transfer and Careers – 15 mins., Davison, pg. 44**

The Executive Committee received an update on the Guided Pathways implementation and integration to transfer and careers. May reported that the Chancellor's Office Guided Pathways funding ended on December 31, 2020, and that Guided Pathways Task Force (GPTF) will continue its work through spring 2021 with no anticipated additional funding from the Chancellor's Office. The GPTF is creating mini-Canvas courses and one-page papers for distribution to the field this spring. May will meet with the Chancellor's Office to discuss how the Academic Senate and Chancellor's Office can continue to support guided pathways.

No action by motion was taken on this item.

**E. Disciplines List Revision Proposals – 30 mins., Oliver/Aschenbach, pg. 45**

The Executive Committee reviewed the disciplines list revision proposals. Oliver presented the disciplines list revision proposals for Film and Media Studies and Digital Fabrication Technology and reviewed the role of the Executive Committee to confirm that the process was followed, and that sufficient evidence exists for the proposal to be debated by the body.

**MSC (Stewart Jr./Foster) to confirm that the Discipline List Revision Process was followed and to forward the Film and Media Studies and Digital Fabrication Technology proposals for a second hearing and consideration for action by the body at Spring Plenary.**

**F. Part-time Institute Name Change – 15 mins., Bean/Chow, pg. 57**

The Executive Committee discussed changing the name of the Part-time Faculty Leadership Institute to Part-time Faculty Leadership Conference. Bean presented the Part-Time Committee's recommendation to change the name of the event, indicating an emphasis on a collaborative spirit and concern with the connotation of "Institute." Members discussed historical event naming practices and recommended an evaluation of the language in all Academic Senate programming and the creation of naming procedures. Members expressed concerns regarding consistency, event recognition, and frequency of potential changes. The committee expressed appreciation to the Part-Time Committee for submitting this

item.

**MSC (Curry/Foster) to have the President and Executive Director form a workgroup and identify members to review the language used in the naming of Academic Senate events and bring recommendations to a future Executive Committee Meeting.**

**G. CVC Independent Course Alignment – 30 mins., Stewart Jr./Oliver, pg. 58**

The Executive Committee reviewed and provided feedback on the California Virtual Campus - Online Education Initiative's (CVC-OEI) proposal for Independent Course Alignment. Geoffrey Dyer presented the independent course alignment proposal emphasizing the intent to ensure course quality while removing the obstacles to course approval under the specified circumstances. Members expressed concerns including pressure on faculty, courses independent of instructors, and limiting faculty academic freedom. The committee discussed the importance of local control in the independent course alignment process and the Academic Senate's role in the process. The committee appreciates CVC-OEI's repeated collaboration with ASCCC and requested revisions to the proposal to address the feedback from the discussion.

**MSF (Aschenbach/Chow) to support the independent course alignment process and provide feedback from the discussion to CVC-OEI.**

**MSC (May/Vélez) to support the principles within the CVC-OEI Independent Course Alignment proposal and request that CVC-OEI bring forward a revised proposal that addresses the Executive Committee's feedback to a future meeting.**

**H. ASCCC Local Senate Visit Follow Up Survey – 15 mins., Curry, pg. 66**

The Executive Committee reviewed and provided feedback on the follow-up survey for Academic Senate Local Senate Visits. Curry shared the survey's intent to evaluate local senate visits and determine if a follow-up is necessary. Members provided minor edits to the survey.

**MSC (Cruz/Stewart Jr.) to approve the Local Senate Visit Follow Up Survey with the suggested edits.**

**I. ASCCC Curriculum Institute Call for Breakout Sessions – 20 mins., Roberson/Bean, pg. 68**

The Executive Committee received an update on the Curriculum Institute's theme, strands, and programming. Roberson presented the event overview, general session ideas and requested the Executive Committee and standing committees' participation in breakout sessions. Members suggested topics of decolonizing curriculum, student experiences, and camera use. The committee discussed the feedback from past events that requested the inclusion of topics for an array of experience levels and positions.

No action by motion was taken on this item.

**J. DEI Survey to Local Senates – 30 mins., Curry, pg. 69**

The Executive Committee reviewed and provided feedback on the DEI Survey. Curry shared the survey development process and noted the desire to capture successes, barriers, and ways the Academic Senate can support local efforts. The Relations with Local Senates Committee will host workshops to assist faculty in completing the survey. The committee discussed the use of “senate/college,” the tone of the questions, an introductory webinar, and diverse faculty voices in completing the survey. Members recommended that the survey results be brought to the 2021 Spring Plenary Session with a follow-up report.

**MSC (Cruz/Bean) to approve the DEI Survey for distribution with the suggestions discussed.**

**K. Inclusion of a Land Acknowledgement and Statement in ASCCC Events and Meetings – 30 mins., Cruz, pg. 73**

The Executive Committee reviewed the recommendation to include a land acknowledgment and statement at Academic Senate events and meetings. The committee discussed the logistics of performing a land acknowledgment during virtual events and meetings and suggested that the land acknowledgment at Spring Plenary is facilitated by a member of the nation being acknowledged.

**MSU (Bean/Vélez) to approve the inclusion of a land acknowledgment and statement at Academic Senate events and meetings.**

**L. FELA Introductory Session – 20 mins., Henderson, pg. 76**

The Executive Committee reviewed for approval the Faculty Empowerment and Leadership Academy (FELA) Introductory Session. Henderson reviewed the revised session format and the tentative plan for future sessions. The committee discussed potential start dates for the second FELA cohort.

**MSC (Cruz/Aschenbach) to approve the FELA Introductory Session program.**

**M. ASFCCC Breakout Session at ASCCC Events – 15 mins., Henderson, pg. 79**

The Executive Committee discussed creating a breakout session spot at Academic Senate events for the Innovation Scholarship recipients to present what they gained at the event they were sponsored to attend. Members suggested various presentation methods and including other ASFCCC scholarship winners in the opportunity. The committee discussed having the President, Executive Director, and event chair determining the final placement of the presentation.

**MSC (Stewart Jr./Vélez) to approve showcasing the Innovation Scholarship recipients via either a presentation at an event or by other means such as a Rostrum article.**

**N. ASCCC Branding Review – 20 mins., Mica, pg. 86**

Katie Nash, Academic Senate Visual Designer, reviewed the history of the

Academic Senate logo, the levels of change and parameters approved by the Executive Committee at its February 7-8, 2020 meeting, the logo design process, and the current logo iteration. The parameters included keeping the logo recognizable to stakeholders with some change and enhancement and representing faculty diversity within the logo. The committee provided feedback on the colors and the flow of the icon with the background. Members discussed the look of the icon with text and on digital and physical materials. This item will be brought back to a future meeting with considerations from the discussion.

No action by motion was taken on this item.

**O. 2020-21 Periodic Review – 20 mins., May, pg. 87**

The Executive Committee reviewed the responses to the 2016-17 Periodic Review Committee Report's recommendations. May requested direction from the committee on the presentation of feedback to the 2020-2021 Periodic Review Committee. Members suggested forming a subcommittee including members of the Executive Committee, the Standards and Practices Committee, and the former Operational Oversight Committee to summarize the comments and provide a response to the Periodic Review Committee. The proposed appointments include May, Aschenbach, Oliver, Curry, Geoffrey Dyer, and Craig Rutan.

**MSC (Aschenbach/Vélez) to form the subcommittee with the President's proposed appointments and task the subcommittee to prepare a summary of the responses to the 2016-17 Periodic Review Committee Report's recommendations to be given to the 2020-2021 Periodic Review Committee.**

**P. 2021 Spring Plenary Session Preliminary Outline – 20 mins., Davison/Mica**

The Executive Committee generated theme ideas that focused on working together, collective responsibility, and decolonizing institutions. Members suggested the theme "Working Collectively: Decolonizing and Reimagining Institutions." The committee discussed fine-tuning the title with attention to length, word choice, and connotation. A fine-tuned title recommendation was "Collective Responsibility: Working to Decolonize and Reimagine Institutions." Members suggested ways to support the Executive Committee in the execution of the theme.

**MSC (Vélez/Cruz) to approve a general theme of "Working Collectively: Decolonizing and Reimagining Institutions" and fine-tune the title through the program development as needed.**

The committee reviewed and provided feedback on the 2021 Spring Plenary preliminary outline. The committee reviewed the Plenary Session deadlines, Area meeting dates, the program development process, and the speaker approval process. Members suggested extending the open time for the caucus rooms, connecting with the caucus leaders, inviting part-time faculty, and holding an open call for speakers.

**MSC (Aschenbach/Cruz) to approve the 2021 Spring Plenary outline.**

## V. DISCUSSION

### A. Assigning and Answering of 'info@asccc.org' Questions – 25 mins., Oliver/Roberson, pg. 88

The Executive Committee reviewed the current practices for answering questions from the field and recommended strategies for improvement. The committee expressed concerns about the timeline to answer questions and questions that require extensive research. Members suggested creating an internal resource to support Executive Committee members when answering questions, standardizing responses, and removing the 48-hour timeline. To support faculty, the committee recommended a resource to assist when developing questions, a frequently asked question repository, improving accessibility on the website, and including resources in the automated reply. The committee discussed utilizing other Executive Committee members as support in answering questions.

### B. C-ID Update – 15 mins., Mica, pg. 89

Miguel Rother, Director of Grants & Initiatives, provided an update on the Course Identification Numbering (C-ID) System. C-ID and the Intersegmental Curriculum Workgroup (ICW) developed a protocol for a substantially revised Transfer Model Curriculum (TMC) to help campuses distinguish which TMC version a student has completed. C-ID, ICW, and the C-ID Advisory Committee have implemented anti-racism and culturally relevant curriculum practices into the 5-year review process through additional review questions and professional development. Rother updated the committee on all the disciplines currently undergoing a 5-year review and a lack of CSU faculty representation in the Faculty Discipline Review Groups (FDRGs) and course reviewers. Rother provided details about recent updates to the C-ID website and the development planned for 2021. The committee discussed the upcoming work of Career Technical Education (CTE) C-ID to develop a functional and beneficial process.

### C. OERI Update – 20 mins., Mica, pg. 90

Michelle Pilati, Faculty Coordinator, Open Educational Resources Initiative, provided an update on the Open Educational Resources Initiative (OERI). Pilati shared that there are 15 new discipline leads with additional faculty to be recruited in spring. The Request for Proposals (RFP) 2 products are due January 19, 2021 and will undergo review prior to release. Pilati shared that additional OER are under consideration based on faculty needs, including English as a Second Language and Nursing. OERI is continuing to work on implementing a Zero Textbook Cost (ZTC) designation in course schedules. Pilati informed the committee that LibreText is in the planning stages of an intersegmental OER Conference for California faculty.

### D. SSSCC Student Plan of Action Presentation – 30 mins., Mica, pg. 91

Stephen Kodur, Student Senate for California Community Colleges (SSCCC) President, provided an update on the SSSCC Student Plan of Action. Kodur shared background information on the plan that was adopted by a delegate assembly on September 4, 2020. Kodur discussed support services needed for students, including anti-racism and microaggression training, cultural studies

departments, and peer mentors. Kodur noted the need for students to serve on hiring committees, regular faculty evaluations that include cultural competency and classroom management, and diverse faculty in all disciplines. The Student Plan of Action recommends increased and ongoing faculty professional development and curriculum reforms. Kodur highlighted the importance of participatory governance to enfranchise students. Kodur shared opportunities for the Academic Senate and local academic senates to support students, including working with local student body associations (SBAs) to implement the plan of action, urging administrators to continue DEI work with student and faculty involvement, and signing the SSCCC's DEI Compact.

Kodur provided an oral liaison report, noting that the SSCCC is working to support students who are currently struggling with the effects of the COVID-19 Pandemic.

**E. Executive Committee Meeting Dates 2020-2021 – 30 mins., Mica, pg. 92**

The Executive Committee reviewed the proposed 2021 – 22 Executive Committee meeting dates. Mica presented the proposed 2021-2022 calendar, including dates that are still currently under contract, and shared the limited availability of the Los Angeles Marriott Burbank Airport to rebook in 2022. Members suggested adding a one-day meeting in October, and the committee discussed the possibility of holding fall events in a virtual format. If necessary, an action item would be brought forward to consider the fall 2021 events' modality. This item will return as an action item at the February Executive Committee meeting.

**F. Board of Governors/Consultation Council – 15 mins., Davison/May, pg. 95**

The Executive Committee received an update on the recent Board of Governors and Consultation meetings. The next Board of Governors meeting is on January 19, 2021 and will have the Exemplary Award presentation.

Consultation Council met December 19, 2020, and included a Chancellor's Office update, a Student Senate update with the presentation of the DEI compact, an AB 705 implementation update, a review of the Chancellor's Office state and federal legislative priorities, and a discussion of the proposed regulatory action on Distance Education Attendance Accounting. Members discussed anticipated changes to the Chancellor's Office committees.

**G. Meeting Debrief – 15 mins., Davison, pg. 96**

The Executive Committee debriefed the meeting to assess what is working well and where improvements may be implemented.

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

**A. Senate and Grant Reports**

- i. Guided Pathways Task Force, May, pg. 97
- ii. Periodic Review Committee, May, pg. 101

**B. Standing Committee Minutes**

- i. Accreditation Committee, Aschenbach, pg. 106

- ii. Career Technical Education Leadership Committee, Cruz, pg. 111
- iii. Curriculum Committee, Roberson, pg. 115
- iv. Equity and Diversity Action Committee, Parker, pg. 118
- v. Legislative and Advocacy Committee, May, pg. 127
- vi. Part-time Committee, Bean, pg. 135
- vii. Relations with Local Senates Committee, Curry, pg. 139
- viii. Resolutions Committee, Curry, pg. 141

**C. Liaison Reports**

- i. ASSIST Policy Advisory Committee (PAC), Stankas. pg. 142
- ii. CCC Bachelor's Degree Program Steering Committee, Aschenbach, pg. 153
- iii. CCCCORising Scholars Advisory Committee for Currently and Formerly Incarcerated Students, Aschenbach, pg. 167

**D. Local Senate Visits**

**VII. ADJOURNMENT**

The Executive Committee adjourned at 12:25 PM

Respectfully submitted by:

April Lonero, Executive Assistant

Cheryl Aschenbach, Secretary