

RELATIONS TO LOCAL SENATES COMMITTEE

February 16, 2018

10:00 AM – 11:00 AM  
Zoom

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/871330610>

Or iPhone one-tap :   
    US: +16468769923,,871330610#  or +16699006833,,871330610#   
Or Telephone:   
    Dial(for higher quality, dial a number based on your current location):   
        US: +1 646 876 9923  or +1 669 900 6833   
    Meeting ID: 871 330 610   
  
**AGENDA**

1. Call to Order
2. Note Taker
3. Adoption of the Agenda
4. Approval of [Minutes from January 17, 2018](https://asccc.org/file/local-senate-minutes117181docx)
5. Meeting Schedule 2017-2018
   1. Teleconference/Phone meetings –March, April
   2. Possible 2nd In Person meeting – May (location TBD)
6. Fall 2017 Assigned Resolutions
7. [13.03 F17 Faculty Involvement in Financial Recovery Plans](https://asccc.org/resolutions/faculty-involvement-financial-recovery-plans) – *Author is writing Rostrum Article (due March 5)*
8. [17.04 F17 Support for Academic Senate Leadership Training](https://www.asccc.org/resolutions/support-academic-senate-faculty-leadership-training)

*In the December meeting, the committee thought perhaps an article could be written, but had concern about how effective the article would be for local senates in need of resources.*

1. [17.01 F17 Faculty Involvement in Scheduling Classes](https://asccc.org/resolutions/faculty-involvement-scheduling-courses)
2. [17.05 F17 Academic Senate Role in Appointing Faculty for Guided Pathways Framework Design and Implementation](https://www.asccc.org/resolutions/academic-senate-role-appointing-faculty-guided-pathways-framework-design-and)
3. [17.06 F17 Support for Local Academic Senates in Committing to a Guided Pathways Framework](https://www.asccc.org/resolutions/support-local-academic-senates-committing-guided-pathways-framework)

*The committee in December discussed how the above three overlapped with the work of the Guided Pathways Taskforce and need to collaborate there. Similar to item (b), the committee wondered if writing rostrum articles would be sufficient to see change in the field. Perhaps, the message of these resolutions (in addition to b) could best be served through presentations not only at ASCCC events, but at other system partner events, specifically CEO/League, CSSO, CIO, and CBO groups.*

***Update on ACTIONS:***

***ACTION:*** *Rebecca will follow up with Julie Bruno about possible presentations at system partner events.*

***ACTION:*** *Carrie will ensure the intent of the above resolutions are addressed in the materials and resources the GP Taskforce is developing for the field.*

1. Spring Plenary Planning
   1. 10:00 a.m. to 11:15 a.m.- Thursday Breakout Session: Plenary 101/Resolutions (New to Plenary, Got Questions?)
   2. 2:15 p.m. to 3:30 p.m.- Friday Breakout Session: Best Practices for Senate Leaders (Local Senate Organizational Structures)
2. Leadership Institute Feedback/Input (see attached)
3. Students at Plenary – update

*The ASCCC Executive Committee took action at December 2017 meeting to have the Relations with Local Senates Committee investigate strategies for working with local senates to identify students who could be active in the work of local and statewide senate issues. Recommendations from RwLS were presented to Executive Committee at their February Meeting: Invite student senates to participate on voting day, and announce this intention in*

*communications about upcoming ASCCC events with the focus on inviting students from the*

*south for fall plenary and north for spring plenary; Create a Saturday-Only Registration for Students-Only with special badges to indicate students.*

1. [Long Term & Short Term Plan for Local Senate Visits](https://www.asccc.org/sites/default/files/Local%20Senate%20Visits%20Short%20and%20Long%20Range%20Plan_Approved%20March%202017.pdf) and Resources
   1. [Campus Visits Resources](https://docs.google.com/document/d/1763BjGmu6Q7GeqMrkUKnDrTSe0pSOFSQtYpcQq7ZzLc/edit?usp=sharing) – approved by Exec Committee in February
   2. Cost of Campus Visits – in ASCCC Budget Committee.
2. Announcements and Events
   1. ASCCC Accreditation Institute, February 23-24, 2018
   2. ASCCC Executive Committee Meeting, March 2-3, 2018
   3. ASCCC Spring Plenary, April 12-14 , 2018
   4. ASCCC Faculty Leadership Institute, June 14 -16, 2018
3. Adjournment

**Status of Previous Action Items**

1. **In Progress**

1. Leadership Survey

2. Short Term/Long Term Planning – Campus Visit Resources

3. Fall 2017 Assigned Resolutions

* 1. [13.03 F17 Faculty Involvement in Financial Recovery Plans](https://asccc.org/resolutions/faculty-involvement-financial-recovery-plans)
  2. [17.01 F17 Faculty Involvement in Scheduling Classes](https://asccc.org/resolutions/faculty-involvement-scheduling-courses)
  3. [17.04 F17 Support for Academic Senate Leadership Training](https://www.asccc.org/resolutions/support-academic-senate-faculty-leadership-training)
  4. [17.05 F17 Academic Senate Role in Appointing Faculty for Guided Pathways Framework Design and Implementation](https://www.asccc.org/resolutions/academic-senate-role-appointing-faculty-guided-pathways-framework-design-and)
  5. [17.06 F17 Support for Local Academic Senates in Committing to a Guided Pathways Framework](https://www.asccc.org/resolutions/support-local-academic-senates-committing-guided-pathways-framework)

1. **Completed**

*October 2017 Rostrum Article* related to Spring 2015 Resolution 17.04 “[Collegial Consultation with Local Senates on Student Learning Outcomes Policies and Procedures](http://asccc.org/resolutions/collegial-consultation-local-senates-student-learning-outcomes-policies-and-procedures)”

DRAFT

**FACULTY LEADERSHIP INSTITUTE**

***Sheraton San Diego Hotel and Marina***

***June 14 – 16, 2018***

On behalf of the Executive Committee, it is my pleasure to welcome you to the 2018 Faculty Leadership Institute. This year has been challenging for many of our colleges with dialogue and discourse over how best to serve our students through curriculum, technology, and student services as well as significant conversation about the implementation of new programs such as the guided pathways initiatives, online education, and funding the hard work of serving our students. All these efforts present challenges to senate leaders, but they also present opportunities to ensure that faculty are taking the lead in any and all academic and professional matters to the benefit of our students and our colleges.

The Faculty Leadership Institute is designed to provide you with the skills and knowledge you need to be an effective and inspiring leader. We hope that you find the next four days valuable as we share diverse perspectives and collective wisdom on any number of senate issues and topics. Thank you for joining us as we look forward to a useful and enjoyable institute.

**Wednesday June 13, 2018**

*Do we want some sort of pre-session, half-day event?*

*Or a follow-up Executive Committee meeting post-orientation, half-day? Perhaps about committee assignments and the September Academic Academy?*

**Thursday, June 14, 2018**

**Registration**

**11:45 a.m. – 12:15 p.m. LUNCH**

**12:15 p.m. – 12:30 p.m. Brief Welcome**

**12:30 p.m. – 1:45 p.m. General Session 1: Collegiality in Action**

Understanding the authority and role of the academic senate, as well as the roles of students, staff, and administrators, is important for ensuring that a college’s governance structure functions well in order to serve its students and the community. This general session is intended to explore the role of the senate in collegial governance processes and discuss how to effectively navigate the community college shared governance landscape.

**1:45 p.m. – 2:00 p.m. Break**

**2:00 p.m. – 3:00 p.m. Collegiality in Action – Continued? Brown Act Training?**

**Something outside or at least active?**

**3:00 p.m. – 3:15 p.m. Break**

**3:15 p.m. – 4:15 p.m. Resolution Writing 101: Resolution Writing Made Easy**

The ASCCC expresses its official positions on issues, legislation, and ideas through the resolution process. For that reason, writing resolutions and understanding the process is crucial. During this session, attendees will learn the nuts and bolts of resolution writing as well as what happens after a resolution has been voted up or down. Attendees will receive an overview of the Resolutions Handbook, the parliamentary process for debating and voting on resolutions at a plenary session, and how to use resolutions locally, at a college and or district. To put into practice that which was learned, attendees will write resolutions for consideration at the mock plenary session on Saturday morning.

**4:15 p.m. – 4:30 p.m. Break and Snack and Coffee**

**4:30 p.m. – 5:30 p.m. First Breakout Sessions**

1. **Creating a More Effective Senate by Establishing Strong Relationships (Unions, Administration, Boards of Trustees)**
2. **Surviving as a Senate Leader: Finding Your Successor and Managing Workload**
3. **Resolution Writing 102: Master Class in Resolution Writing**
4. **Minimum Qualifications, Equivalency, and Assigning Courses to Disciplines**

**6:00 p.m. Resolutions Due**

**6:00 p.m. Dinner with Executive Committee Members**

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

**Friday, June 15, 2018**

**6:30 a.m. – 7:45 a.m. Ocean View Walking (optional)**

**8:00 a.m. – 9:00 a.m. Breakfast**

**9:00 a.m. – 9:45 a.m. General Session 2: The Role of the Senate President**

**9:45 a.m. – 10:45 a.m. The Community College Budget**

Invite Christian Osmena, Vice Chancellor of Fiscal Services, CCCCO

**10:45 a.m. – 11:00 a.m. Coffee Break**

**11:00 a.m. – 12:15 p.m. Second Breakout Session**

1. **Local Budget**
2. **Policies, Processes, and Practices, Oh My!**
3. **Representation Matters: Building Diverse Faculty Leadership**
4. **Being an Emotionally Intelligent Leader**

**12:15 p.m. – 12:45 p.m. Luncheon**

**Freedom Fighter Award Recognition if applicable**

**12:45 p.m. – 2:00 p.m. General Session 3: Goal Setting and Metrics**

 invite Barry Gribbons and Omid Pourzanjani

**2:00 p.m. – 2:15 p.m. Break**

**2:15 p.m. – 3:45 p.m. Second Breakout Session**

1. **Developing Leadership Style**
2. **Civil Discourse: Engaging with Colleagues Who May Not Like You**
3. **Research and Data: Driving Dialog and Decisions**
4. **The Brown Act: Making the Process Work for You**

**3:45 p.m. – 4:00 p.m. Break and Snack and Coffee**

**4:00 p.m. – 5:00 p.m. Area Meetings: Building A Community**

This short session is an opportunity to meet other faculty leaders in your area and to begin to build your network, which will be important in your work as a senate leader.

Area A

Area B

Area C

Area D

**5:00 p.m. – 6:00 p.m. Resolution Amendment Writing**

During this session, attendees will learn about amendment writing while actually writing amendments to the resolutions in the resolutions packet for debate at Saturday’s mock plenary session. Discussion will include unintended conflicts or confusion that often results from multiple amendments to the same resolution.

**6:00 p.m. Resolution Amendments Due**

**6:00 p.m. Field Trip to Gas Lamp District (can we get the hotel to shuttle people?) (optional)?**

**Reception of some sort?**

**Beach Campfire?**

**Saturday June 16, 2018**

**6:30 a.m. – 7:45 a.m. Ocean View Walking (optional)**

**8:00 a.m. – 9:00 a.m. Breakfast**

**9:00 a.m. – 10:00 a.m. Third Breakout Session**

1. **Senate Resources at Your Finger Tips: Using the Local Senates Handbook, Navigating the ASCCC Website, When to Call for Help**
2. **Conversation with the President and Vice President**
3. **Managing Conflict**
4. **Legislative Update**

**10:00 a.m. – 10:15 a.m. Break**

**10:15 a.m. General Session 4: Mock Plenary Session**

In order to prepare to represent their colleges at the Fall Plenary Session and to understand how the ASCCC’s voting and resolution process works, attendees will participate in a mock plenary and voting session based on the resolutions written on Thursday and the amendments from Friday. All attendees are encouraged to participate in debating the resolutions and to express their views on the issues under consideration. Just as with the real plenary voting, anything can happen, and you never know what will be said next. This session will also serve to demonstrate good use of Robert’s Rules of Order and good practices for conducting organized, productive meetings.

**12:00 p.m. Adjournment**

**Executive Committee (2018 – 2019)**

~~Julie Bruno, President (Sierra College)~~

~~John Stanskas, Vice President (San Bernardino Valley College)~~

~~Dolores Davison, Secretary (Foothill College)~~

~~John Freitas, Treasurer (Los Angeles City College)~~

~~Ginni May, Area A Representative (Sacramento City College)~~

~~Conan McKay, Area B Representative (Mendocino College)~~

~~Rebecca Eikey, Area C Representative (College of the Canyons)~~

~~Craig Rutan, Area D Representative (Santiago Canyon College)~~

~~Carrie Roberson, North Representative (Butte College)~~

~~Cheryl Aschenbach, North Representative (Lassen College)~~

~~Randy Beach, South Representative (Southwestern College)~~

~~Lorraine Slattery-Farrell, South Representative (Mt. San Jacinto College)~~

~~LaTonya Parker, At Large Representative (Moreno Valley College)~~

~~Sam Foster, At Large Representative (Fullerton College)~~