

RELATIONS TO LOCAL SENATES COMMITTEE

January 17, 2018

11:00 AM – 3:00 PM  
Norco College  
2001 Third St, Norco, CA 92860

**Minutes**

1. Call to Order: Leigh Anne Shaw, Dolores Davison, Rebecca Eikey, Geoffrey Taft, Cheryl Aschenbach, Lorraine Slattery-Farrell, Peggy Campo present (absent Carrie Roberson, Martin Ramey, Lee Gordon)
2. Note Taker
3. Adoption of the Agenda
4. Approval of Minutes from December 12, 2017
5. Meeting Schedule 2017-2018
   1. Teleconference/Phone meetings –March, April
   2. Possible 2nd In Person meeting – May (location TBD)
6. New Business: Students at Plenary

*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. Many past attempts to work with the California Student Senate have not led to the results and engagement so ASCCC Executive Committee recommends investigating how to make these connections through the local approach. The ASCCC Budget Committee will discuss the fiscal impact of offering a reduced conference registration to all students who wish to attend*.

Notes: Background - Katy Brown brought this idea forward at Plenary – the focus was to see the debate (or democracy in action). Could local senates get students to attend Saturday only? Budget Committee hasn’t discussed completely. The CA Student Senate does have significant budget as well as local student senates have budgets for conferences. Concern that ASCCC doesn’t have budget to offer scholarships to part-time faculty let alone students. Concern about when CA Student Senate holds their conferences- do they overlap in dates with Plenary. In the past, ASCCC would attend CASS more regularly.

Discussion – encourage students to get involved by writing resolutions (local or CA Student Senate level). Local senates have student involvement due to relationships, but this varies. Maybe we need to have a benchmark of that. In addition, student involvement varies based on student turnover and issues that are important for students. OER had more student involvement, but other issues may not get them involved.

Idea – Engagement of Faculty & Student Senates together. Breakout Session with Students – Skyline, Canada & De Anza, have active Student Senates – maybe we could get them to share perspectives – Leigh Anne could ask the student trustee from Skyline to participate. Part of the breakout, how do you get students involved? Engaging local student senates – maybe do an informal gathering of information and write a rostrum article (best practices such as Student Report as part of Academic Senate Report and other effective practices to promote (present yearly at each).

Ideas

* Invite student senates to participate on voting day – have in the newsletter – focus on North vs South and Plenary. Send to Erika (Communications).
* Saturday-Only Registration for Students-Only (maybe need to cap #) – with special badges.
* Saturday often has number of people who don’t stay for the entire Saturday, so there could be extra food for 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) by ASCCC (part of ASCCC Strategic Plan)

Notes: RwLS had a long discussion about the purpose of the committee and recommends Executive Committee reconsider the involvement of RwLS with the planning of the Leadership Institute. In clarifying types of visits, the committee discussed its purpose and mission.

*Goals of Short Term Plan:*

***Goal 1****. Identify and reach out to local senates that are currently out of the loop*

*1. Identify Senates that have not attended an ASCCC event in the last year.*Notes: concern that it may seem intrusive to visit these colleges. Currently, there are no senates who have not attended any ASCCC in 2016/17.

*a. Reach out to those local senate presidents via phone or personalized email offering financial support to attend a plenary if necessary.*

*b. Offer to come visit their campus as a way to enhance engagement.*

*2. Communication and partnership.*

*3. Identify additional senates that have not had a local visit in the last five years.\*see attached.*

Notes – Peggy and Leigh Anne –they reached out senates who requested a visit and tried to follow up. Peggy recalls that it didn’t go anywhere. Leigh Anne contacted two in her area and they were not interested.

Issues – location of some of the colleges can be difficult for travel.

Idea – can committee chairs have the list to see if there are colleges that they could consider for hosting a meeting. Would this be too intrusive for local senates who have not been engaged? Could there be another way? Not all colleges maybe able to host meetings.

Area Reps could visit the local senates to observe their meeting as a way. RwLS could reach out and then the Area Reps could do the actual visit. Or would the invitation come better from an Area Rep and get more leverage than from an RwLS member reaching out?

Idea – could these colleges be targeted to for service on ASCCC committees?

*4. Send an email to these local senates to seek engagement and with a link to the Request Services page.*

***Goal 2****. Message the field*

*1. Get messaging out at plenary about local senate visits, engagement and the goal of visiting every local senate.*

*a. Include some message in the general session.*

*b. Include as part of presentations for new senate presidents and first time attendees at plenary and Leadership the stated goal of visiting each community college every 3-years.*

Note – follow up with JB on this.

*2. Create an FAQ approved by the Executive committee that outlines what a local senate visit is, what to expect from it, what it is not.*

Note – the website could be improved to improve the types of visits available.

* Clarify the different types of visits: “Technical” visits (with costs, ASCCC and partners) vs Local Visits (and identify the types available)
* Recommend changing names “Technical” visits could be renamed to “Collegiality in Action/Governance Assistance” and “Curriculum Assistance,” such as described in Rostrum Article, May 2015 – by David Morse.
* Recommend removing options from Type of Service for Local Senate Visits (not “technical”) and leave open-ended to explain.
  + Governance Assistance/Collegiality in Action
    - Recommend clarifying types of Collegiality in Action as per May 2015 Rostrum Article by David Morse
  + Curriculum Assistance
  + Other (with open-ended box to explain)
* With “Other” RwLS recommends that RwLS makes a recommendation to the President about who (which committee) provides the resources and/or does the actual visit*.* A consideration would be timeliness of response by RwLS. However, the committee thinks this could enable the committee to meet its mission. Furthermore, urgent requests can be dealt with by RwLS Chair and President. The “Other” could be classified for tracking after consultation and with the local senate president and visitor OR after the visit classify the type of visit (MQ vs governance, local curriculum training, etc).
  + Recommendation that in determining who can do the local visit, that RwLS members be included, as well as Area Representatives, or other local senate leaders (within the area of the request). This could help with building a local network of leaders and succession planning at state-level. This could help also reduce the workload of the Executive Committee.
  + RwLS Committee wants to be more involved with local visits.
* Question – do Accreditation Resource Teams get used? It was used twice in past five years. Recommend following up with Ginni, Chair of Accreditation Committee about removing and absorbing under “Other”.

*3. Write a Rostrum article at the end of the academic year expressing the desire to visit local senates regularly as part of the goal to enhance engagement, communication, and partnerships with local senates (not just because there are problems).*

* 1. Campus Visits Resources - [attachment](http://asccc.org/file/campus-visits-master-document-v2docx)

Notes: Distinguish with notes for general guidance for any local visit (not “technical”) and the “training” that RwLS would provide as part of the local senate visit.

Recommendations for any local visit (not “technical”)

* no handout needed, there is much information available online;
* membership card could be distributed
* distribute Handbook or show Handbook electronically with active links
  + RwLS recommends Handbook is updated in 2018-19
* Highlight ASCCC Resources (resolutions, papers, committees) relevant to the issue and tailor approach to the request  
  1. Cost of Campus Visits - At the November 2017 Executive Committee meeting, questions were raised regarding local senate visits and the confusion that seems to be present in the field regarding purposed, costs, and logistics of local senate visits.

Notes – see above – about clarifying costs for “technical visits” as part of the options for selecting a local visit.

1. Announcements and Events
   1. ASCCC Executive Committee Meeting, February 2-3, 2018
   2. SLO Symposium, February 9, 2018
   3. ASCCC Accreditation Institute, February 23-24, 2018
   4. ASCCC Executive Committee Meeting, March 2-3, 2018
   5. ASCCC Spring Plenary, April 12-14 , 2018
2. 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)”

Senates that have not had a local visit between September 9, 2012 – January 2018

|  |  |  |  |
| --- | --- | --- | --- |
| **Area A** | **Area B** | **Area C** | **Area D** |
| Cerro Coso | Contra Costa | Allan Hancock | Coastline |
| Feather River |  | Citrus | Copper Mountain |
| Lassen |  | Cuesta | Golden West |
| Porterville |  | La Mission\*\* | North Orange – Noncredit |
| Shasta |  | LA Pierce | Orange Coast |
| West Hills Coalinga |  | LA Southwest | San Diego Miramar |
| West Hills Lemoore |  | Rio Hondo | Victor Valley |
| Yuba |  | West LA |  |
|  |  |  |  |

\*\*planned for March 2018

Note – all of these have attended an ASCCC event in 2016/17