

Part-time Committee

Thursday, January 21, 2021

2:30 a.m.—4:00 p.m.

**Zoom Meeting**

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/95061207497

Or iPhone one-tap (US Toll):  +16699006833,95061207497#  or +13462487799,95061207497#

Or Telephone Dial:

+1 669 900 6833 (US Toll)

**Meeting ID: 950 6120 7497**

AGENDA

The part-time faculty committee provides recommendations to the Executive committee on academic and professional matters that affect part-time faculty members. The committee recognizes that part-time faculty make up the majority of California community college faculty and serve disproportionately-impacted students. This committee advocates for diverse part-time faculty colleagues, ensuring their access to professional and leadership development offerings as well as shared governance opportunities at the local and statewide levels. The part-time faculty committee collaborates with the executive committee to develop and provide opportunities where part-time faculty gain additional insight on issues germane to academic and professional needs. This committee is also focused on promoting diversity within part-time faculty pools with the goal of having educators who reflect the student population, and this committee further commits to empowering part-time faculty voices who have been historically excluded (e.g., colleagues of color).

1. Members Roll Call:

|  |  |  |
| --- | --- | --- |
| Michelle Bean—Chair | Grace Chee | Alpha Lewis |
| Karen Chow—2nd Chair | Chelsea Hull | Emilie Mitchell |
| Steven Chang | Theodore Kagan | Luis Zanartu |

1. Call to Order and Agenda Adoption ([Google Shared Folder](https://drive.google.com/drive/folders/1_8QHKXPnIPeO_wE28_4NIom8l0VoMzut?usp=sharing))
2. Minutes
	1. Volunteer
	2. [December Summary](https://drive.google.com/file/d/1xACGfvjGTmE5FFrUFH6L9ol6CKmpD0--/view?usp=sharing) Approval
	3. Community norms: empathy, communication, responsibility
3. Shout Outs, Affirmations, and Lean-in
4. Part-time Institute: February 18-19, 2021
	1. Final [Program](https://docs.google.com/spreadsheets/d/1tnhvg4rqLVtUBg8jEP2AFenPibYzwoj9Ecw6M-2iL1I/edit?usp=sharing)
		1. Powerpoint Templates—email final presentations to eventmaterials@asccc.org
		2. Pathable Platform goes live February 10
		3. Conference proceedings e-publication— due March 12
		4. All PTC members should be at every General Session
		5. Table Talks and Social/Networking Hours attendance highly encouraged
		6. Land acknowledgement from ASCCC
	2. Breakout Sessions
		1. Session leads—have you met with all your co-presenters?
			* Plan meeting(s) to design session slides (consider sending a Doodle poll for meeting date)
			* Keep theme in mind as you design: Driving Change: Building Unity, Culture, and Equity-mindedness
			* Zoom Background—send to your co-presenters
			* Pathable—explain to co-presenters that Zoom link embedded in Pathable and need to sign up with personal password (email from ASCCC Sandbox)
		2. Planning option—use [Google slides template](https://docs.google.com/presentation/d/16FNXnqHLNrXa1ckhzODViw2YaEZEzdSmVjnc3HcWAW0/edit#slide=id.p) to work with co-presenters; slide decks due one week before the event (ASCCC will email you), but aim to be done by Feb 1
			* Effective practices--slides:
				+ title slide with date and time and presenters titles and colleges
				+ session description slide (hidden/skipped)
				+ objectives/session agenda
				+ content for less than an hour
				+ closing/thank you slide with info@asccc.org (contact info optional)
		3. Training for Pathable for presenters on Feb 2 or Feb 3
			* Session Zoom links available in Pathable 20 minutes before the meeting and meet w/co-presenters (ASCCC staff available for support)
			* Live to attendees 1 minute before session
		4. Presentation—remind attendees of housekeeping things:
			* Use Pathable chat
			* Mute to avoid background noise
			* Closed caption available
			* Session survey in Pathable
	3. Sent email to ASCCC Caucus leaders on Jan 4 to invite part-time faculty
	4. Any questions?
5. Plenary
	1. [Spring Plenary Session Ideas](https://docs.google.com/document/d/1tgGRB2Q3GcqSin2r61AXEEDAkIa676-RJi9jkfQytjc/edit?usp=sharing)—due January 18
	2. Spring Resolutions due February 16
	3. Elections and [bylaws](https://asccc.org/about/bylaws)—part-time faculty eligible
6. Committee Goals and Priorities--[PTC work plan](https://drive.google.com/file/d/145_YagRu8SrIG5A1zrBP6ZwC20lPk4j6/view?usp=sharing)
	1. Google unofficial listserv volunteers (Chelsea)
	2. Regionals in spring
		1. Google site and resources
		2. Cover letter review component and CV tips
		3. Small group mentoring/networking
7. [PTC Resolution 1.02](https://asccc.org/resolutions/develop-resource-communicate-and-encourage-part-time-faculty-leadership) (Steven)
	1. Next steps for resource
		1. Notification of ASCCC elections and leadership positions
		2. Google site
			* Listserv form and norms/rules
			* Annotated bibliography
			* Links to resources and registries
			* Explanation of VRC community
			* Hiring and CV tips
			* Virtual mentoring?
			* Anything else?
8. *Rostrum*
9. PTC Articles
	* Mentoring programs--Chelsea completed January 2021
	* Part-time voting rights and seniority rights—Grace and Luis (in progress)
10. Spring deadline March 8. Articles due to Michelle on March 1.
11. [ASCCC Awards](https://asccc.org/awards)—promoting part-time colleague nominations
12. Announcements
	1. Check for ASCCC upcoming events at [here](https://asccc.org/calendar/list/events)
	2. Sign up for [ASCCC listservs](https://asccc.org/signup-newsletters)—Part-time listserv available
	3. Forward [Application for Statewide Service](http://asccc.org/content/application-statewide-service) to peers
	4. ASCCC [Foundation Innovation Scholarship](https://asfccc.com/scholarships/) for professional development opportunities
	5. [CCC Registry virtual event](https://drive.google.com/file/d/1C22T9xKTfFvb0zcMjXFv56nm7P6uQIad/view?usp=sharing): January 26
13. 2021 Meeting Dates
* Jan 21, 2021 02:30 PM--04:00 PM
* Feb 11, 2021 02:30 PM--04:00 PM (second Thursday; institute on Feb 18-19)
* Mar 18, 2021 02:30 PM--04:00 PM
* Apr 22, 2021 02:30 PM (fourth Thursday, plenary on April 15-17)
* May 20, 2021 02:30 PM--04:00 PM
* Jun 17, 2021 02:30 PM--04:00 PM
1. Closing Comments--any other final comments or suggestions?
2. Adjournment

**In Progress:**

* Part-time Institute Planning
* PT Institute Proceedings e-Publication
* Part-time Google Listserv
* Part-time Institute Name Change to Conference
* *Rostrum* article: PT Voting and Seniority Rights

**Completed Tasks:**

* *Rostrum* article: Mentoring Programs
* Resolution Fall 2020 1.02: Develop a Resource to Communicate and Encourage Part-time Faculty Leadership
* Plenary sessions: Mentoring Programs and Hiring Principles Canvas Tool
* *Rostrum* article: Faculty recommendations to second level interviews—focusing on diversifying the faculty
* ASCCC President Special Plenary Invitation Email (on 9/29/20 to local senate presidents and part-time listserv)
* PTC Workplan and Goals
* Updated ASCCC Part-time Committee Charge