



ACADEMIC SENATE
for CALIFORNIA COMMUNITY COLLEGES

RELATIONS WITH LOCAL SENATES COMMITTEE

Monday, August 29 2016

1:00pm –2:30pm

CCC Confer (CCCConfer.org)

Participant Passcode: 631833

Toll free number: 1-888-886-3951

Minutes

- I. Call to Order – 1:03 pm
- II. Introductions and Note Taker – Attendees: Sam Foster, Craig Rutan, Curtis Martin, Jesus Covarrubias, Julie Oliver, Lara Baxley, Shaw, Leigh Anne, Peggy Campo, Julie Adams. Not in attendance: Anna Bruzzese, Berta Harris. Note-taker: Leigh Anne Shaw
- III. Approval of the Agenda – Oliver/Campo/Motion approved
- IV. Orientation
 - a. Expense reimbursement and travel arrangements – under “Resources” on the asccc.org website, under “Forms” you can find the reimbursement policy and forms. No reimbursement of anything over \$250.00 without prior approval.
 - b. Event attendance – Your first source for getting support to attend plenaries will be your college, as the ASCCC does not have sufficient funding to send everyone to these events.
- V. Discussion Items (action as needed)
 - a. Review charge of the committee: “The Relations with Local Senates Committee serves to augment the work of the Executive Committee in its efforts to provide an opportunity to share information on issues of concern at the local and state levels. While members of the Relations with Local Senates Committee should be conversant with pertinent statutes and strategies for effective academic senates, their work will be primarily as liaisons and conduits for information and requests for assistance.”
 - b. Schedule in-person and other meetings for the year – Sam will do a Doodle poll to determine both an in-person and additional phone meetings.
 - c. Priorities for 2016-17
 - i. Resolutions (see attached Committee Priorities)
 1. Committee reviewed the list of committee priorities. Those indicating “Move to Charge” suggest modifying/broadening the charge and submitting it for approval to the Executive Committee.
 2. Sam will send out a draft of a revised charge
 3. Progress on assigned resolutions (from last year’s committee)
 - ii. Website suggestions
 1. Suggestion that RLS have a more prominent space on the ASCCC web site that specifically directs information to new and continuing senate presidents
 2. Make web site less academic (wordy, lengthy) and include a welcome page that invites senate presidents at levels broken down for easier access

3. There is a lot of information on the web site, but judging from faculty requests for help, they're unable to find it, or perhaps unaware of what they're looking for.
 - iii. Developing plans for local senate visits
 1. There was a list in past of senates who had requested assistance. Perhaps we should start with them to see if they still have needs.
 2. Distinguishing between Technical Visits, IEPI, and visits by RLS committee
 - IEPI – focused on accreditation
 - Technical visit – a member of Exec to help with critical issues
 - RLS – supports senates and provides guidance
 - iv. Progress on Participatory Governance Module
 1. This is being developed and should directly support RLS' work
 - d. Breakout sessions at plenary especially for new senate leaders
 - i. Lara Baxley, Curtis Martin, and Julie Oliver will head another presentation to new senate presidents
 - e. Role of committee members as ambassadors (visible and supportive) at plenary sessions
 - i. Act as a welcoming committee, wear badges that say "Ambassador" and make selves available to the plenary attendees, encourage interaction and requests for assistance and support
 - ii. Perhaps staff a table to give people a place to go for assistance
 - iii. Focus on making people feel welcome and supported
 - iv. New Members reception? Breakfast for new senate leaders?
 - v. RLS can play a key role in promoting Leadership Institute
 - f. Review Needs Assessment Survey results from Fall 2015 (attached)
 - i. See notes above regarding visits to local senates and website changes
 - g. Discussion on developing Rostrum articles
 - i. Collegial Consultation with Local Senates on SLO Policies and Procedures
 1. Sam Foster, Peggy Campo, and Lara Baxley will work on this
 - ii. Consulting Collegially with Local Senates on Participation in Statewide initiatives
 1. Leigh Anne Shaw, Craig Rutan and Peggy Campo will head this one
- VI. Other Items? None
- VII. Adjournment at 2:23 pm.