

RELATIONS TO LOCAL SENATES COMMITTEE

August 21, 2017

3:15 PM – 4:00 PM

**Zoom Teleconference Information**
Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/556248677>

Or iPhone one-tap (US Toll): +16699006833,,556248677# or +14157629988,,556248677#

Or Telephone: +1 669 900 6833 (US Toll) or +1 415 762 9988 (US Toll)

Meeting ID: 556 248 677

**DRAFT MINUTES**

Members Present: Rebecca Eikey (meeting called to order 3:17 pm), Cheryl Aschenbach, Carrier Roberson, Lee Gordon, Peggy Campo, Leigh Anne Shaw

1. Call to Order at 3:17 pm
2. Introductions & Note Taker: Introduction of members present and Carrie Roberson is Note Taker
3. Adoption of the Agenda: Approved as presented (not formal motion, by consensus)
4. Approval of Minutes from [April 7, 2017](http://asccc.org/file/local-senates-draft-minutes-4-7-17lasdocx): Deemed ‘approved’ as most current members not part of RwLS at that time.
5. Orientation:
	1. [Committee Charter](http://www.asccc.org/directory/relations-local-senates-committee): no changes, reviewed committee charter
	2. [Membership Contact Info](http://asccc.org/sites/default/files/RwLS%20Members%20Info%202017-18.pdf): two members not confirmed; information provided without phone numbers.
	3. Travel Request form: <http://www.asccc.org/content/flight-and-travel-request>, reviewed policy with committee
	4. Reimbursement form at: <http://www.asccc.org/sites/default/files/SenateReimbursementForm2016_1.pdf> reviewed policy with committee
6. Meeting Schedule 2017-2018
	1. Teleconference/Phone meetings – September, October, March, April
	2. In-Person meeting(s) – January 17, 2018
	RwLS will host one in person meeting (January) and other meetings will be via Zoom. The committee agreed that the above months for meetings would be fine. Rebecca will send a Doodle poll to determine best days/times.
7. Status of Previous Action Items
	1. Assigned Resolution: S2015 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)”- *The Plan is to write a Rostrum Article*

Committee discussed writing a Rostrum article that provides an update on SLO work in light of the AFT/CFT settlement with ACCJC, additional clarification from ACCJC on Standard I.B.6, and role of collegial consultation. Rostrum article can be written by faculty and does not have to be written by committee member. **Action**: Lee will provide a draft of the article and work with Rebecca.
b. Assigned Tasks

* + 1. Leadership Survey (Leadership Institute 2017): The Leadership Survey was given to attendees of the Leadership Institute (June 2017). ASCCC office is planning to share results after redistributing the survey to the field in September. In reviewing the questions of the survey, the Committee would like to have access to the June survey results sooner so that resources for senate presidents could be identified. **Action**: Rebecca will follow up with ASCCC.
		2. New Senate President Coaching Program (Experienced Senate Leadership Resource Group)

The idea was to create a formalized group that can support new local senate presidents. Committee discussed the feasibility in terms of usefulness and actual coordination. The committee discussed that the June 2017 survey results could be useful in deciding if this work should be pursued. Peggy inquired about creating a repository of documents that would be useful for new senate presidents to have access.

1. Status of Committee Priorities for 2017-2018: [Short Term & Long Term Plan](http://www.asccc.org/file/local-senate-visits-short-and-long-range-planapproved-march-2017pdf)

The committee reviewed the Short Term & Long Term Plan (as part of the ASCCC Strategic Plan). The committee discussed Short Term Plan Goal 1: “Identify and reach out to local senates that have not attended ASCCC events recently.” **Action**: Rebecca will follow up with ASCCC for a list of colleges that have not had an attendee at an ASCCC event in the past year.

The committee also discussed that having a list of colleges who have not had an ASCCC visit in the past five years would be useful. There was concern over how to effectively use the RwLS committee for local visits, when requests for most local visits are more technical and include a request for ASCCC Executive Member. The committee thought it would be useful to reduce potential redundancy if they could focus on the colleges who haven’t had a visit from ASCCC Executive Committee member. **Action**: Rebecca will follow up with ASCCC for a list of colleges that have not had an ASCCC visit in the past five years.

The committee also discussed that the Leadership Survey (June 2017) results may help in identifying the needs of local senates in terms of RsLS visits.

1. Fall 2017 Plenary Planning
	1. Break-out session topic(s)

The committee would like to place hold 2 spots for Breakout sessions. One for “First-time Attendees and Delegates” and the other TBD. Ideas were generated as to whether the second breakout should focus on additional resources faculty would like ASCCC to provide or to create the breakout based on the Leadership Survey (June 2017) results. Another idea was to clarify the different types of visits ASCCC provides and how a visit from the RwLS differs from a visit from ASCCC Executive Committee. **Action**: Rebecca will request two breakout session spots. **Action**: committee will review June 2017 Leadership Survey results at next meeting and determine valuable session for attendees.

* 1. Newbie Breakfast
	The committee recommends that this be continued for Fall 2017 Plenary. The goody bag of resources (10+1 cards, Senate handbook, t-shirts) were well-received by attendees. The session allowed for newcomers to be welcomed. **Action**: Rebecca will recommend Newbie Breakfast be offered Fall 2017 Plenary.
	2. Recruitment session for statewide service
	The committee also like the idea of having a breakout session for Recruitment for Statewide serve. This could be the potential second breakout session.
	3. Other ideas
	The committee also discussed that new senate leaders could benefit by having access to files, such as senate retreat presentations. Carrie suggested a flashdrive with files could be part of the goody bag.

The committee questioned if the Message Board was useful (undetermined).

1. Announcements and Events
	1. ASCCC Executive Committee Meeting, September 7-9, 2017
	2. ASCCC Executive Committee Meeting, September 29-30, 2017
	3. ASCCC Area Meetings October 13 and 14, 2017
	4. ASCCC Executive Committee Meeting, November 1, 2017
	5. ASCCC Fall Plenary, November 2-4, 2017

Committee reviewed the upcoming events.

1. Adjournment**:** 3:57 pm

**Status of Previous Action Items**

1. **In Progress**

1. *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)”

1. **Completed**

1. February Rostrum 2017 Article <http://www.asccc.org/content/participatory-governance-face-initiative-fatigue>