

Standards & Practices Committee

February 18, 2020

10:00am-3:00pm

LA Mission College

13356 Eldridge Ave, Sylmar, CA 91342.

Culinary Arts Institute (CAI) Executive Dining Room

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/875537693

SUMMARY

1. Welcome—The committee checked in. Dr. Lennor Johnson, Vice President of Student Success and Equity, Imperial Valley College, attended on behalf of the CSSOs. Geoffrey Dyer, Michelle Bean, Angela Echeverri, Roy Shahbazian, and Christopher Howerton were physically present, and Eric Thompson joined by Zoom, as a traffic accident had caused him to miss his flight.
2. Elections Procedures
	1. Proposed Resolution to Revise Election Rules

The committee reviewed two proposed resolutions and synthesized them into a single resolution to put forward as a pre-session resolution submission for the consideration of the Executive Committee.

1. Disciplines List
	1. Registered Behavior Technician
		1. Second Hearing at Spring Plenary

The committee reviewed the logistics of the planned hearing.

* + 1. Resolution for at Spring Plenary

The committee created a resolution endorsing the addition of the new discipline to the disciplines list for planned inclusion as a pre-session resolution.

* 1. *Disciplines List Revisions Handbook*
		1. Definition of Professional Organization

The committee reviewed the definition which Eric Thompson created and tested it against several different disciplines. The committee recommended updating the Disciplines List Revision Handbook to include the new definition and submitted an agenda item for the March Executive Committee Meeting

* + 1. Resolution 10.01 S18
			1. Ed. Code § 87357(a)(2)

The committee discussed the need to update disciplines in the disciplines list and the logistical difficulty of doing so, especially in light of impacts that changes to existing disciplines could make. The committee agreed with the need stated in Resolution 10.01 S18 but did not make any recommendations towards a course of meeting them outside of the existing process.

* 1. Update Website

The committee noted that February began a new cycle of the disciplines list revision process.

1. Awards
	1. Include Diversity in Criteria for Exemplary Program Award and Hayward Award
		1. The committee updated the rubrics for both the Exemplary Program Award and the Hayward Award to include a criterion for diversity. The Chair agreed to submit the recommended changes to the Executive Committee prior to the end of the semester.
	2. *Rostrum* Article on Awards Winners

The committee agreed to write a Rostrum acknowledging the winners of both awards.

1. Equivalence
	1. Equivalence to the Minimum Qualifications paper
		1. Proposed Resolution to Update Paper for Faculty Diversification

The committee discussed outcomes of the January 22 Faculty Diversification Strategies Partners meeting hosted by ASCCC President John Stanskas at the Chancellor’s Office and how it was reported that some districts seldom or never grant equivalency. The committee discussed the effects of not granting equivalency on limiting pools, especially in light of disciplines in the Disciplines List that have not been recently updated, for which equivalency may be the only means to allow candidates with current degrees in the same fields of study. The committee discussed the relationship between broad applicant pools and equivalency.

The committee wrote a resolution seeking to update the *2016 Equivalence to the Minimum Qualifications* paper.

1. Measuring the Second Minimum Qualification
	1. Concrete Examples from Districts

With the help of Dr. Lennor Johnson, the committee extensively brainstormed ways to measure the second minimum qualification. The committee created an extended list and forwarded it to the chairs of the Educational Policies Committee and the Faculty Leaderership and Development Committee. The list, which builds on the committee’s earlier Rostrum Article, is included here:

* Clearly listing the requirement as a minimum qualification in the job posting. In at least one district, it is listed as the first minimum qualification.
* Offer workshops on meeting the second minimum qualification.
* Stating the institution’s mission—with its special attention to equity, diversity, and inclusion—on top of the job announcement and referring to it in various ways throughout the description as it pertains to duties and responsibilities and specific desirable qualifications.
* Stating throughout the job description the institution’s commitment to closing equity gaps.
* Infusing in job description that institution is committed to actualizing diversity goals.
* Including district demographic information in the job posting.
* Requiring the applicant to submit as part of the application a detailed diversity statement and providing clear explanations of what the applicant should address.
* Requiring as part of the application materials specific evidence of how the applicant exhibits the second minimum qualification and directing applicants on the type of evidence they should include. Evidence might include relevant professional development attended, coursework addressing cultural competence, and other documented experiences. Direct candidates to provide examples of how they have demonstrated the minimum qualification.
* Behavioral interview questions which ask the candidate to demonstrate the minimum qualification.
* Ask candidates to submit a partial syllabus as part of the application process. Evaluate the syllabus to see how
it demonstrates the minimum qualification.
* Require skills demonstrations which begin with, “Given our student population . . .” Evaluate minimum qualification as part of the demonstration.
* Infusing equity-mindedness into as many aspects of the hiring process as possible, including multiple interview questions and any live performance of skills for candidates granted an interview.
* Development of and use by screening committees of a rubric measuring how application materials demonstrate knowledge of and sensitivity to the diverse backgrounds and identities of CCC students. Rubric should measure applicants’ use of equity-minded language.
	1. Means of Disseminating Examples
		1. Plenary Breakout
		2. Toolkit
		3. Symposium
1. Reimbursement Request Form: The committee checked in and ensured that all were familiar with the reimbursement procedure for the meeting.
2. Schedule of Upcoming Meetings: The committee reviewed its calendar for the rest of the academic year
	* 1. March 23 at 6:30—8:00 p.m. Zoom
		2. April 20 at 6:30—8:00 p.m. Zoom
3. Adjournment: The Committee thanked Angela Echeverri and LA Mission College for hosting and adjourned after 3:00pm

--Respectfully Submitted by Geoffrey Dyer