Relations with Local Senates Committee
DATE: Wednesday May 22, 2024
TIME: 1:00pm – 2:30pm
CONFERENCE CALL INFORMATION
Join Zoom Meeting
https://yccd-edu.zoom.us/j/8326191425
Dial by your location
+1 669 444 9171 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
Meeting ID: 832 619 1425

Relations with Local Senates Committee Charge: The Relations with Local Senates (RwLS) Committee serves to augment the work of the Executive Committee. The committee is interested in cultivating and maintaining a climate where equity and mutual respect are both intrinsic and explicit by valuing individuals and groups from all backgrounds, demographics, and experiences. Its overall purpose is to provide an opportunity to share local and state challenges, exemplary practices, and other information with the Executive Committee. In order to accomplish its overall mission, the RwLS members are conversant with and promote pertinent statutes and strategies for effective and inclusive academic senates. The RwLS will assess the needs of local leaders in order to provide resources needed to participate effectively in governance at the local level.

Meeting Summary

1) Call to Order and Roll Call (*in attendance) Meeting started at 1:03pm

<table>
<thead>
<tr>
<th>Christopher Howerton-Chair*</th>
<th>Patricia Gomez</th>
<th>Ronald Slabbinck*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria-José Zeledón-Pérez– 2nd Chair*</td>
<td>Luke Lara*</td>
<td>Felipe Agredano</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kathy Osburn</td>
</tr>
</tbody>
</table>

2) Check-in, “Shout-outs”, Kudos & Connections. - The committee shared personal gratitudes as we began our final meeting of the year.

3) Procedural - the committee reviewed the procedural elements and affirmed our agenda.
   a. Adoption of Agenda
   b. Process of Minutes and committee review expectations
   c. RwLS Committee Page
   d. RwLS Committee Shared Google File
   e. Community Agreements

4) Standing Committee Meeting Dates (1-2:30pm) via ZOOM
   a. Fall 2023: 9/6, 9/27, 10/25, 11/8, 12/13

5) Assigned Resolutions Tracking Document
   a. Committee Brainstorm Tracking Document
   b. Local Senates Handbook Revision/Update?
   c. 2022-2023 RwLS End of Year Report
d. Possible projects for the committee

6) 2023-2024 End of the Year (EoY) Committee Report – Discussion/Information
   a. the chair shared the submitted report that is linked here in the agenda.
   b. Next year incoming chairs will use this information as their starting point
   c. The new committee might have different focus or priorities
   d. This is a report out from our committee
   e. There is an opportunity to work closely with the local senate visits committee
      1. This committee can help with the tracking (every 3 years). Maybe reach out directly to those colleges that have not had a visit in 3 years or more.
      2. Ron likes the idea of connecting colleges with the visits. There can be a more proactive and preemptive way to connect with colleges before and during crises.
      3. There are some very specific focuses with visits but others are more broad.
      4. Some colleges take multiple opportunities to have visits but other colleges do not have any and they might not be aware of the opportunity and/or free resources.
   f. We created the structure in the hopes that the new committee has an opportunity to implement

7) Update to Committee Charge – Discussion/Information
   a. We were asked to look at the charge statement for each committee to better organize the work of ASCCC and its committees
   b. We updated ours to help guide the next year committee.
      1. This is a public facing description and it will help the audience learn and understand what this committee does.
   c. The new committee can refine this charge if they need to.
   d. This new charge will go to the ASCCC executive committee in June to be considered for approved.

8) Draft Outline of liaison handbook (based on SP22 03.01 Resolution)
   a. We did not have time to work on this document in detail this year, but as a committee, we started a draft outline to help the new committee consider the development of this resource.
   b. This document will help to codify these processes.
   c. This could be its own handbook or it can become an addendum to the ASCCC Local Senate handbook. A question emerged on who is in charge of updating the local senate handbook? In short, our committee RwLS is the author of the Local Senates Handbook and this new handbook/addendum could connect with this other resource as appropriate.

9) Reminder to resubmit ASCCC Volunteer Application to Serve on a Committee Form.
   a. Committee members can request to go back to the same committee for another year. It is our practice. The chair encouraged members to submit an application, and shared the various considerations that happen to ensure diversity and representation on ASCCC standing committees.

10) Announcements - The chair reminded the committee about the upcoming events and encouraged members to share with their constituents.
    a. Upcoming ASCCC Events
       ● 2024 Faculty Leadership Institute (June 20-22, 2024)
       ● 2024 Curriculum Institute (July 10-13, 2024)
    b. Other Announcements?

11) Group Debrief & Adjournment - Final reflection comments were shared before adjournment at 1:55pm

   Status of Previous Action Items

   A. In Progress
a. Liaison Support
   i. **Outline of liaison** handbook (based on SP22 03.01 Resolution)

B. **Completed**
   a. FALL 2023-Recording of Pre-Plenary session for new attendees and held “meet and greet” session during event.
   b. Revamp **Plenary Meet & Greet** experience
   c. Received support from ASCCC Executive committee on the increased liaison support project.
   d. Communication protocol (minimum standards)
   e. Communication template
   f. Explicit connection of ASCCC standing committees to interest liaisons
   g. **Enhancing Communication and connection Between the ASCCC and Local Senate Liaisons**
      
      Rostrum April 2024 (Christopher Howerton and María-José Zeledón-Peréz)
   h. **Encouraging Practices Toward Developing a Diverse and Inclusive Faculty Leadership Pipeline**
      
      Rostrum April 2024 (Luke Lara, and Ronald Slabbinck)
   i. Review and update committee charge statement
   j. Develop and submit EOY Report.