



EXECUTIVE COMMITTEE MEETING
Friday, August 13, to Saturday August 14, 2021
Mission Inn Resort and Spa, Riverside, CA
Zoom and Teleconference

I. ORDER OF BUSINESS

A. Roll Call

President Davison (in person) called the meeting to order at 9:05 and welcomed members and guests.

C. Aschenbach (in person), M. Bean (in person), K. Chow (in person), S. Curry (in person), A. Gillis (in person), K. Kirk (in person), L. Heard (in person), C. Howerton (in person), G. May (in person), K. Mica (in person), L. Parker (in person), Stewart Jr. (in person), and M. Vélez (remote)

Liaisons and Guests: Wendy Brill-Wynkoop, President-Elect, Faculty Association of California Community Colleges (FACCC) (in person); Dan Crump, Liaison, Council of Chief Librarians (CCL) (in person); Aisha Lowe, Vice Chancellor for Educational Services and Support, California Community College Chancellor's Office (CCCCO) (in person); Michelle Pilati, Faculty Coordinator, Open Educational Resources Initiative (OERI) (remote); Eric Wada, C-ID Curriculum Director, Course Identification Numbering System, (C-ID) (in person).

Staff: Tonya Davis, Director of Administration (remote); Edie Martinelli, Events Manager (remote); April Lonerio, Executive Assistant (in person); Melissa Marquez, Executive Assistant (in person); and Miguel Rother, Director of Grants and Initiatives (remote).

B. Approval of the Agenda

MSC (Howerton/Bean) to approve the agenda and consent calendar as presented.

C. Land Acknowledgement

We begin today by acknowledging that we are holding our gathering on the land of the Cahuilla [ka-weeahh], Tongva [tong-va], Luiseño [loo-say-ngo], and Kizh [Keech] who have lived and continue to live here. We recognize the Cahuilla, Tongva, Luiseño, and Kizh Nations and their spiritual connection to the ocean and the land as the first stewards and the traditional caretakers of this area we now call Riverside. As we begin we thank them for their strength, perseverance and resistance.

We also wish to acknowledge the other Indigenous Peoples who now call Riverside their home, for their shared struggle to maintain their cultures,

languages, worldview and identities in our diverse City.

D. Public Comment

This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.

No formal public comment was entered.

E. Executive Committee Norms, pg. 5

Members were reminded about the Executive Committee Norms

F. Calendar, pg. 7

Members were updated on deadlines.

G. Local Senate Visits, pg. 11

Members updated the Local Senate Visits record.

H. Action Tracking, pg. 21

Members reviewed the Action Tracking document and updated the document as necessary.

I. Dinner Arrangements

Members were informed of dinner arrangements.

J. One Minute Check-In

Members and liaisons shared a one-minute check-in.

Davison shared updates to the one-minutes check-in and board report process for future meetings.

II. CONSENT CALENDAR

A. June 4, 2021, Meeting Minutes, Aschenbach, pg. 23

B. ASCCC Liaison to SSCCC, Davison/Mica, pg. 33

C. Support for DEI Implementation Strategies: ASCCC and ACHRO Professional Development Webinar Series, Aschenbach/Bean, pg. 35

D. DEI Recommendations: Screening and Selection Processes, Aschenbach/Bean, pg. 37

E. DEI-Focused Evaluations: Competencies and Criteria, Aschenbach/Bean, pg. 59

III. REPORTS

A. President's/Executive Director's Report – 30 mins., Davison/Mica

Mica introduced Melissa Marquez as the new Executive Assistant. Mica provided an update on the office's recruitment efforts for an administrative assistant, accounting clerk, and research associate. The Board of Governors application

deadline was extended to August 20, 2021. Mica and Parker are working on updating the awards application process with the Exemplary Award online portal opening for application submissions in October. The annual audit is scheduled for September 7-10, in person at the ASCCC Office. The report from the audit will be presented to the Executive Committee at the October Executive Committee Meeting, approved during the November Executive Meeting, and presented to the body at the Fall Plenary. Mica shared that the office has reopened with a hybrid staff schedule and hard copies of materials are now available upon request from the office. The office is continuing work on brand updates and printed materials are being revamped with the new logo. Mica shared that she is working with the Foundation for CCC on the faculty contracts for the Rising Scholars Grant.

Davison discussed her continued appointment on the CCC Baccalaureate Association Board and shared information regarding a conference being held this upcoming February for states that have Baccalaureate Boards. Davison was asked to attend the July CIO board meeting with Curry as the two are working in collaboration with incoming CIO president, Don Miller. Davison announced that an agenda item will be forthcoming regarding stipends for the ASCCC Secretary and ASCCC Treasurer for summer assigned to the two positions. Additional positions that require working during the summer will be discussed for partial stipends moving forward.

B. Foundation President’s Report – 10 mins., Curry

Curry shared that the Foundation is planning to meet in the near future. Vélez and Mica will continue on as Foundation Members with new additions of Bean and Chow. The Foundation will continue working on Giving Tuesday and will announce updates at the Fall Plenary.

C. Liaison Oral Reports *(please keep report to 5 mins., each)*

Liaisons from the following organizations are invited to provide the Executive Committee with updates related to their organization: AAUP, CAAJE, CCA, CCCI, CCL, CFT, CIO, FACCC, the RP Group, and the Student Senate.

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided an oral report. Crump announced CCL’s new president, Eric Hansen, and the collaboration of Executive Members from CCL and ASCCC. Crump shared that several librarians have been appointed to ASCCC standing committees. Crump proposed a resolution for the Fall Plenary Session related to the inability of libraries to secure rights from publishers for purchasing of electronic access to textbooks. Crump provided an update that LSP received funding in budget bill (SB 129) to be used for training and professional development.

Wendy Brill-Wynkoop, Faculty Association of California Community Colleges (FACCC) President, provided an oral report. Brill-Wynkoop announced that

legislative session ends on Sept 10, 2021. Brill-Wynkoop provided updates on legislation to the committee: FACCC sponsored AB 1326 (Arambula) Public social services: county liaison for higher education and passed out of Senate Education Committee; AB 1432 (Gatto) Mandated child abuse reporting: school employees training, expected to turn into a 2 year bill; AB 375 (Chau) Privacy: personal information: currently in Senate Appropriations Committee; AB 1269 (Garcia) Community colleges: part-time faculty, has been held; FACCC is opposed to AB 928 (Berman) Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer Intersegmental Implementation Committee. and AB 1111 (Berman) Postsecondary education: common course numbering system. Additional funding for the following were also noted: \$100 million for Part Time Faculty support, and \$100 million for additional Full Time Faculty. Districts have until August 15 to request full-time faculty hiring funding as funding will not be usable after the deadline. Brill-Wynkoop announced the upcoming legislative roundtables: Advocacy and Policy Conference will be held on March 22 and the Great Teachers Seminar will be held next August in person.

D. Chancellor’s Office Liaison Report – 30 mins., Davison, pg. 69

Aisha Lowe, Vice Chancellor for Educational Services and Support, provided an oral report. Lowe shared that the California Community Colleges Chancellor’s Office (CCCCO) is working with Ethnic Studies faculty on the Area F requirement for CSU transfers. Lowe shared that the CCCCCO is working on a memo to convey CSU feedback to the field regarding the disapproval of Ethnic Studies courses due to core requirements. ASSIST will do a review in Spring 2022 for unapproved courses submitted in December. Lowe provided an update on Competency Based Education (CBE) and the continuation of virtual sessions for colleges in the CBE Collaborative, with the first learning session scheduled for next week. CBE received \$10 million in funding to go towards the development of an apportionment model using workgroups and piloting. Lowe discussed the analysis of AB 705 (Irwin) Seymour-Campbell Student Success Act of 2012: matriculation: assessment as 79% of colleges are not completing gateway courses for all or most groups. Lowe noted that a memo regarding the awarding of ADTs using the IGETC pattern is forthcoming; members noted issues with this including the potential for the CSU system to unpack ADTs, as well as students being ineligible to attend CSU using the IGETC pattern.

The CCCCCO is collaborating on a research project with the Research and Planning Group (RP Group) and Multiple Measures Assessment Project (MMAP). Lowe provided an update regarding the student deadline for deciding pass/no pass will be reviewed in September. The CCCCCO is utilizing diverse enrollment outreach methods and strategies to promote enrollment via the new website – icangotocollege.com. Lowe shared that the CCCCCO is collaborating with a Native American communication firm to support targeted efforts to increase enrollment of Native American students. The CCCCCO is arranging a listening tour for students to speak directly with Acting Chancellor Gonzalez.

Low shared that budget change requests were submitted across the system and the CCCCCO is working with Consultation Council to prioritize the requests.

IV. ACTION ITEMS

A. Legislative Report – 20 mins., May, pg. 71

The Executive Committee received an update on current bills and legislative actions. May reported on the CA budget, noting the following: AB 132 Postsecondary Education trailer bill received \$10 million, AB 1416 (Santiago) received \$5.6 million, Guided Pathways received \$50 million, ZTC received \$115 million. May shared the status of the following bills: AB 89 (Lee) Peace Officers: Minimum Qualification, AB 417 (McCarty) Rising Scholars Network, AB 421 (Ward) Community colleges: career development and college preparation courses, AB 927 (Medina) Public postsecondary education: community colleges: statewide baccalaureate degree program, AB 928 (Berman) Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer Intersegmental Implementation Committee, AB 1111 (Berman) Postsecondary education: common course numbering system, AB 1273 (Rodriguez) Interagency Advisory Committee on Apprenticeship: the Director of Consumer Affairs and the State Public Health Officer, AB 1407 (Burke) Nurses: implicit bias courses, AB 1456 (Medina) Student financial aid: Cal Grant Reform Act, and AB 337 (Medina) Board of Governors of the California Community Colleges.

B. Adoption of 2021-2022 Executive Committee Areas of Focus – 30 mins., Davison/Mica, pg. 97

Davison provided background on the formation of the Executive Committee's Areas of Focus. For the 2021-22 academic year, Davison proposed to remove Guided Pathways as a focus and suggested to continue Culturally Responsive Student Services/Support and Equity Driven Practices from last year, and add Transfer in the Higher Education System.

MSC (Stewart Jr./Gillis) to remove Guided Pathways as an Area of Focus, maintain the two existing Areas of Focus from 2020-2021, and add the Area of Focus – Transfer in the Higher Education System without the subheadings.

C. ASCCC Standing Committee Appointments – 20 mins., Davison/Mica, pg. 99

Davison reviewed the committee selection process and noted that committees are composed of four to six members in addition to the chair and co-chair. Davison shared year-over-year changes to the demographic composition of committee appointees and noted that there was an increase in "errors" for reported demographic information, with an overall decline in applicants who identified as

African American or Black, Indigenous, and Latinx, but an increase in applicants that identified as having one or more ethnicities. The committee discussed providing a demographic breakdown of all faculty appointed to all committees (including Chancellor's Office and other statewide appointments to further understand efforts to diversify participants. Davison proposed to set a deadline of June 30th for applicants to be considered for standing committees. The committee discussed including data such as LGBT+, creating a more intentional and equitable process for applicants, and to begin recording the formal process of appointments to avoid relying on past practice and institutional memory. Davison assigned the Standards and Practices Committee to work on this task.

MSC (Curry/Howerton) to approve the 2021-2022 Standing Committee Appointments as presented, pending local Senate President approval.

D. Fall Plenary Planning – 60 mins., Davison/Mica, pg. 101

Mica gave a presentation relaying the options for an in person or hybrid Fall Plenary Session program. The suggested recommendations for an in person program are as follows: 1. 150 limit in person. 2. Combine six breakout rooms to three sessions to accommodate social distancing. 3. Livestreaming all general sessions.

MSC (Stewart Jr./Parker) to approve recommendations 1-3 as presented for the in person event.

The committee discussed the logistics of allotting room for one representative per college plus district Senate Presidents. The committee proposed the process of a waitlist if colleges do not send a representative to attend in person with the intentionality of bringing in diverse representation. The committee recommended the option of recording all general session and breakout sessions but suggested the implementation of unrecorded "office hour" type sessions. The committee deliberated on the importance of providing access across platforms for all attendees and presenters.

MSC (Curry/Heard) to approve unique content for each modality and duplicate sessions across modalities as needed.

MSC (May/Bean) to approve the Executive Director and ASCCC Office to build a program based on the feedback from the discussion.

E. 2022 Career and Noncredit Education Institute – 15 mins., Heard/Vélez, pg. 103

Vélez provided background on the scheduling of the Career and Noncredit Education Institute (CNEI). Vélez relayed feedback received noting the concern of CNEI occurring the same month as the spring plenary. Vélez proposed CNEI

2022 be held in late April or early May. The committee recommended utilizing the survey to gather feedback on how attendees would like to participate in future events.

MSC (Vélez /Stewart Jr) to approve the recommendation of the committee to move this event to late April or early May.

F. Periodic Review Process – 20 mins., May, pg. 105

May provided an update that the Periodic Review Committee (PRC) report will be presented to the body at the upcoming fall session. May shared recommended changes to the Periodic Review process. The overview of changes to the Periodic Review Process are as follows: extend cycle length from four years to six years; clarify name to Periodic Review Committee; composition of six members: one from each Area: A, B, C, D, North, South; ASCCC to fund all PRC members to attend at least one plenary session dependent on available funding; review criteria clarified and simplified; Executive Committee internal evaluation and PRC Report aligned through a review criteria template and rubric; process established for responding to recommendations from PRC Report; and updated resources to review. The Executive Committee will review a rubric at a future meeting. The committee discussed the potential area bias of having a nonvoting seat as all members will be selected from Areas A, B, C, D, North and South. The committee recommended adding the responsibility of tie breaker to the nonvoting seat.

MSC (Curry/Bean) to approve process with addition of chair as tiebreaker vote and with cleanup of chair and member responsibilities.

G. 2021-2022 ASCCC Budget – 30 mins., Bean/Mica, pg. 115

Mica presented the 2021-2022 budget and changes from the June 2021 draft. Mica explained that the Part Time Faculty Institute (PTI) and Career Noncredit Educational Institute (CNEI) have zero revenue as there are no currently identified funding streams for those. The budget shows \$100,000 for faculty stipends participating in the Rising Scholars project. The budget lists finalized contract revenue with California Community Colleges Chancellor's Office (CCCCO) for Course Identification Numbering System (C-ID) and Open Educational Resources Initiative (OERI). The committee discussed the possibility of charging registration for PTI and CNEI instead of absorbing the costs. PTI has been approved for virtual for this year and should not be charged for registration. The committee expressed that the intention to charge registration for PTI and CNEI must be to ensure participation.

MSC (Aschenbach/Howerton) to approve with funding for PT events and CTE Leadership

H. 2021 Academic Academy – First Reading – 20 mins. Aschenbach/Curry, pg. 117

Aschenbach provided an overview of the 2021 Academic Academy Program and discussed the program development process. The virtual event is scheduled for October 2021. Aschenbach shared Academic Academy’s program plan of hosting three general sessions, each with three related breakout sessions and then a final closing session.

MSC (Stewart Jr/Kirk) to approve the draft Academic Academy program as presented.

I. Association of Community Colleges Trustees (ACCT) National Legislative Summit 2022, - 10 mins., May, pg. 121

May provided background information on the 2022 ACCT National Legislative Summit. The Executive Committee agreed to participate as long as there are no conflicting priorities with the California Community Colleges Chancellor’s Office or the Community College League of California. Davison and May will report back in March.

MSC (Kirk/Chow) to approve the travel for the President and Vice President to attend the 2022 ACCT National Legislative Summit in Washington DC.

J. Board of Governors Interview Questions – Closed Session, 30 mins., Mica, pg. 123

The Executive Committee reviewed and updated the interview questions for the Board of Governors Candidates in Closed Session.

MSC (May/Parker) to approve the Board of Governor Interview Questions as revised.

V. DISCUSSION

A. OERI Update – 25 mins., Mica/Pilati, pg. 125 (*Time certain, Friday, August 13, 11:00 am*)

The Executive Committee received an update on the Open Educational Resources Initiative (OERI). Pilati presented to the Executive Committee the OERI session held during the spring plenary regarding the importance of OER. Pilati shared OERI’s efforts to focus on accountability and sustainability through establishing a data element and tracking system. Pilati explained that Zero Textbook Cost (ZTC) courses have not been implemented by all campuses. OERI is working on a resolution about adopting an audit process for colleges to be used. The first draft of the resolution is completed and the committee will hear more about the

resolution in the future. Pilati reported the data from the virtual Cal OER conference held virtually last July. Over 900 registrations were received initially and over 300 attendees attended virtually. Pilati asked the committee to support faculty in their need to appeal to administrators to implement OER and to help faculty advocate OER in certain spaces.

B. C-ID Update – 25 mins., Mica, pg. 127 *(Date certain, Friday, August 13)*

Eric Wada, C-ID Curriculum Director, provided an update on the Course Identification Numbering (C-ID) System. Wada updated the committee on the process for implementation of substantially revised Transfer Model Curriculums (TMC) and Ethnic Studies' TMC development. C-ID is in discussions with the CCCCCO regarding standardizing double counting practices and TMC approval. Wada shared that a workgroup consisting of Intersegmental Curriculum Workgroup (ICW) members would develop a draft process for discontinuing or modification of a TMC. The ICW/C-ID advisory committee convened last May and was tasked with designing a process for the phase out of old TMC's. C-ID will initiate a 5-year review. Currently, there are eight Faculty Discipline Review Groups (FDRG) unable to continue the 5-year review due to lack of faculty appointments. There are 22 disciplines in need of CSU faculty Course Outline of Record Evaluators (CORE). Miguel Rother, Director of Grants & Initiatives, provided updates on the C-ID 2021-2022 website development.

C. ASCCC Update to Community Norms – 30 mins., Davison/Mica, pg. 139

Davison provided the background information of the ASCCC's Community Norms. Davison presented the idea of creating a subcommittee to revise the norms for review at the September Executive Committee meeting. Feedback on the current ASCCC Community Norms will be sent to Parker 10 days following the August Executive Committee Meeting.

MSC (Aschenbach/Howerton) to approve forming a subcommittee of Parker (Chair), Bean, Chow, Heard, May, Vélez to revise the Executive Committee Norms.

D. ASCCC Financial Terms Review – 20 mins., Bean/Mica, pg. 141

Bean covered the background information of the ASCCC Treasurer's role. Bean provided a list of accounting terms and discussed how those terms are applied to internal documents and controls. Bean explained the reconciliation report process between the ASCCC Director of Finance and ASCCC Treasurer to the committee. May provided information regarding the role of the Executive Committee in supporting the Treasurer and Operational oversight. The committee discussed reviewing the Senate Investment Policy.

E. Board of Governors/Consultation Council – 15 mins., Davison/May, pg. 143

The Executive Committee received an update on the recent Board of Governors and Consultation meetings. Davison shared changes to Distance Education (DE) regulations. Acting Chancellor Gonzalez will hold office until Chancellor Oakley's return in November. Davison shared changes to the first read on transfer agreements and updates to the second read for the Ethnic Studies Title V change regarding Associate Degrees. Davison relayed the Board of Governors' budget updates in regards to state and federal dialogue around State Authorization Reciprocity Agreements (SARA)

The Consultation Council is looking at the MOU from University of California Office of the President (UCOP) and CCCCCO from 2018 that had expected outcomes for 2022 and will report to the Board of Governors in May. Davison presented the outcomes and expectations of the MOU. May will chair the Transfer Alignment Project and additional Executive Committee Members will be invited.

F. Meeting Debrief – 15 mins., Davison, pg. 145

The Executive Committee debriefed the meeting to assess what is working well and where improvements may be implemented.

VI. REPORTS *(If time permits, additional Executive Committee announcements and reports may be provided)*

A. Senate and Grant Reports

- i. Periodic Review Process Committee, May, pg. 147

B. Standing Committee Minutes

- i. Career Technical Education Leadership Committee, Heard, pg. 151
- ii. Curriculum Committee, Roberson, pg. 155
- iii. Relations with Local Senates Committee, Curry, pg. 157

C. Liaison Reports

- i. Black Student Success Week, Bean, pg. 159
- ii. California Community Colleges Curriculum Committee (5C), Roberson, pg. 161
- iii. Student Senate for California Community Colleges, Bean, pg. 165
- iv. UndocuAlly Action Week, Bean, pg. 167
- v. Veterans Services Advisory Committee, Heard, pg. 169

D. Local Senate Visits

VII. ADJOURNMENT

The Executive Committee adjourned at 12:05 PM

Respectfully submitted by:

Melissa Marquez, Executive Assistant

Cheryl Aschenbach, Secretary

