



EXECUTIVE COMMITTEE MEETING

Friday, January 7, 2022 to Saturday, January 8, 2022
Zoom and Teleconference

I. ORDER OF BUSINESS

A. Roll Call

President, Dolores Davison, called the meeting to order at 12:35 PM and welcomed members and guests.

J. Arzola, C. Aschenbach, M. Bean, K. Chow, S. Curry, A. Gillis, K. Kirk, C. Howerton, V. May, K. Mica, L. Parker, C. Roberson, R. Stewart Jr., and M. Vélez.

Liaisons and Guests: Marty Alvarado, Executive Vice Chancellor for Educational Services, California Community College Chancellor's Office (CCCCO); Wendy Brill-Wynkoop, President, Faculty Association of California Community Colleges (FACCC); Gerardo Chavez, President, Student Senate for California Community Colleges (SSCCC), Dan Crump, Liaison, Council of Chief Librarians (CCL); Leslie Minor, Liaison, California Community College Chief Instructional Officers (CCCCIO); Michelle Pilati, Faculty Coordinator, ASCCC Open Educational Resources Initiative (OERI); Craig Rutan, Chair, ASCCC Data and Research Task Force, Tahirah (Ty) Simpson, Caucus Co-chair, ASCCC Black Caucus.

Staff: Tonya Davis, Director of Administration, Melissa Marquez, Executive Assistant

B. Approval of the Agenda

MSC (Howerton/Vélez) to approve the agenda with the following modifications:

Remove item II. A. December 3-4, 2021, Meeting Minutes to be brought to a later meeting.

Item V. A. to be Time Certain for Saturday, January 8, 2022 at 11:00 AM.

Remove item V. B. C-ID Update to be brought to a later meeting.

Remove item V. C. Board of Governors/Consultation Council.

Move item V. D. 2022 Spring Plenary Planning to IV. N. 2022 Spring Plenary Planning.

C. Land Acknowledgement

We begin today by acknowledging that we are holding our gathering on the land of the Nisenan Nations who have lived and continue to live here. We recognize the Nisenan 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 Sacramento. As we begin, we thank them for their strength, perseverance and resistance.

We also wish to acknowledge the other Indigenous Peoples who now call Sacramento 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. 7](#)

Members were reminded about the Executive Committee Norms.

F. [Calendar, pg. 9](#)

Members were updated on deadlines.

G. [Local Senate Visits, pg. 13](#)

Members updated the Local Senate Visits record.

H. [Action Tracking, pg. 29](#)

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

I. Dinner Arrangements

Members were informed of dinner arrangements.

J. One Minute Executive Committee Member Updates

Several Executive Committee Members provided committee updates and any formal decisions that may be placed on future executive committee agendas for discussion/consideration, if appropriate.

II. CONSENT CALENDAR

A. [Proposed Virtual Zoom "ASCCC Online Education Committee Lunch Hour Virtual Connect & Chat: HYFLEX" on Friday, March 11, 2022 from 12:00 PM to 1:00 PM, Chow/Curry, pg. 31](#)

B. [CTE and Regional Consortia Liaising, Arzola, pg. 33](#)

III. REPORTS

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

Davison provided the committee with updates from the Governor's Office, including information on the January budget that will be released the week following the meeting. Davison reported on the increase of canceled events and meetings due to the Omicron variant. Davison also shared updates from the Chancellor's Office. Davison summarized conversations held with the California Competes board on the topic of faculty and the effect of the pandemic.

Mica submitted a written report. Mica provided updates to the committee on the office goals, hiring practices, and accounting details. Mica announced the winners of the Exemplary Program Awards and reminded the committee that applications for the Regina Stanback-Stroud Diversity Award are due February 7, 2022. Mica provided additional updates on the Accreditation Institute, Part-Time Faculty Institute, and scholarships from the Foundation. The new ASCCC website is now live.

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

Curry reported on the planning for the upcoming Area fundraising. The Foundation will provide three scholarships for faculty to attend the upcoming A2MEND and the Women's Leadership conference.

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, ASCCC Caucuses: Small or Rural College Caucus, LGBTQIA+ Caucus, Latinx Caucus, Black Caucus, Asian Pacific Islander Caucus, Womxn's Caucus, CAAJE, CCA, CCCI, CCL, CFT, CIO, FACCC, the RP Group, and the Student Senate.

Ty Simpson, ASCCC Black Caucus Chair, provided an oral report. The Black Caucus has submitted proposals for presentation topics to the Equity and Diversity Action Committee (EDAC) for the upcoming A2Mend Conference.

Dan Crump, Council of Chief Librarians (CCL) Liaison, provided an oral report. Libraries will remain open to continue distributing technology to students. Crump summarized CCL's discussions on virtual only meetings due to the variant.

Leslie Minor, California Community College Chief Instructional Officers (CCCCIO) West Central Chair, provided an oral report. Minor reported changes to modalities or start dates that colleges have made in response to the variant. Minor shared information from the CIOs discussions on the upcoming Governor's budget and student enrollment with the committee.

Wendy Brill-Wynkoop, FACCC president, provided an oral and written report. Brill-Wynkoop shared updates on AB 1505 (Rodriguez) Community colleges:

full-time faculty obligation, SR 45, and the upcoming bill to support chosen names and pronouns for student rosters. ASCCC and FACCC's Legislative and Advocacy and training webinars begin on January 18, 2022. FACCC's Policy Forum will be held virtually on February 4, 2022 and the Advocacy and Policy Conference will be held in person on March 6-7, 2022.

Gerardo Chavez, SSSCC President, provided an oral report. In February, the SSSCC will be hosting webinars on student disabilities as well as 9+1 and 10+1 webinars in Spanish. Chavez shared updates on a new taskforce for creating minimum requirements for student advisors. The SSSCC has been working with Calbright college in order to form a student government within the college.

D. [Chancellor's Office Liaison Report – 30 mins., Davison, pg. 35](#)

Executive Vice Chancellor Alvarado announced new information on the Chancellor's Office realignment into three major offices: The Institutional Supports and Success Office, The Equitable Student Learning, Experience, and Impact Office, and The Innovation, Data, Evidence, and Analytics Office. Alvarado discussed the impact of the COVID variant on the system. Alvarado reported on the upcoming regulatory actions and regulation changes from the Chancellor's Office such as reviewing ESL assessments and processes for entering statewide transfer agreements. Alvarado also shared updates on Common Course Numbering and information on the Executive Order extensions.

IV. ACTION ITEMS

A. [Legislative Report – 30 mins., May, pg. 37](#)

The final day for any committee to floor bills submitted in the prior year is January 21, 2022. The last day for bills to be introduced will be February 18, 2022. May reviewed pertinent bills with the committee. The Academic Senate's Legislative and Advocacy Day is on February 23, 2021, with required training on February 22, 2021. May updated the committee that Legislative and Advocacy Day will be held virtually.

No action by motion was taken on this item.

B. [Culturally Responsive Student Services, Student Support, and Curriculum – 10 mins., Davison, pg. 49](#)

The Executive Committee received an update on culturally responsive student services, student support, and curriculum in the system. The AS Foundation has continued to create scholarships to support faculty to attend various sessions. Curry provided an update on the California Community College Curriculum Committee's (5C) work including reviewing AB 705 (Berman) regulations.

No action by motion was taken on this item.

C. [Equity Driven Systems – 10 mins., Davison, pg. 51](#)

The Executive Committee received an update on the Equity Driven Systems in the system. Aschenbach shared efforts from faculty participating in the Rising Scholars program. Bean provided information on an upcoming webinar on the topic of transforming institutional culture hosted in collaboration by the CO, ASCCC, and additional constituents.

No action by motion was taken on this item.

D. [Transfer in the Higher Education system – 10 mins., Davison, pg. 53](#)

The Executive Committee received an update on Transfer in the Higher Education System. Davison summarized updates regarding AB 928 (Berman) Student Transfer Achievement Reform Act of 2021 and AB 1111 (Berman) Postsecondary education: common course numbering system. The Transfer Alignment Project is working to align Transfer Model Curriculum (TMC) with the UC Transfer Pathways and is working with the C-ID system to engage faculty in the discussions.

No action by motion was taken on this item.

E. [ASCCC Accreditation Institute-Third/Final Read – February 25 & 26, 2022 - 15 mins., Howerton/Roberson, pg. 55](#)

Howerton shared the changes implemented to the submitted draft of the Accreditation Institute program. The committee considered the current registration numbers and discussed the next steps to finalize the program for the institute.

MSC (Curry/Arzola) to approve the final draft of the Accreditation Institute program.

F. [Outline for New Paper on “Accessibility of Educational Materials” - 20 mins., Chow/Curry, pg. 57](#) *(Date Certain Friday, January 7, 2022)*

The committee reviewed and provided feedback on the “Accessibility of Educational Materials” paper outline. Chow shared background information and the necessary effort for the Online Education Committee to update the paper.

MSC (Stewart/Bean) to approve the outline for the “Accessibility of Educational Materials” paper.

G. [Answers to ASCCC Prompts for Paper Development \(Appendix 1 of Publications Guidelines in the Livebinder\) for Update to the 2018 Paper “Ensuring an Effective Online Program: A Faculty](#)

Perspective” - 20 mins., Chow/Curry, pg. 63 *(Date Certain Friday, January 7, 2022)*

The committee reviewed the answers provided in the ASCCC prompts for paper development to update the “Ensuring an Effective Outline Program: A Faculty Perspective” paper. Chow and Curry discussed the impact of updating the paper as additional resources and guidelines have been shared since 2018. The committee considered alternatives to updating the paper to lessen the workload of the Online Education Committee. The Online Education Committee will meet in January to determine the workload of updating the paper.

MSC (Bean/Kirk) Approval of the answers to ASCCC prompts for Paper Development to update the 2018 paper “Ensuring an Effective Online Program: A Faculty Perspective”.

H. AB 705 Math and English Survey - 20 mins., Rutan/Mica, pg. 67 *(Date Certain Friday, January 7, 2022)*

Rutan presented the updated AB 705 Math and English surveys to the committee following the suggestions from the December 3-4, 2021 Executive Committee meeting.

MSC (Stewart/Curry) to approve the AB 705 Math and English surveys to be distributed to colleges in January 2022.

I. AB 705 ESL Survey - 20 mins., Rutan/Mica, pg. 79 *(Date Certain Friday, January 7, 2022)*

Rutan provided information on the ESL survey in order to gain insight on how colleges identify ESL students. The purpose of the survey is to collect information from institutions supporting ESL students and to disseminate those practices throughout the CCC system. The survey is expected to be distributed in January 2022 and a completed paper to be approved

MSC (Vélez/Gillis) to approve the ESL survey to be distributed in January 2022.

J. Recording ASCCC Presentations and Visits - 20 mins., May, pg. 87

May reviewed the two phases proposed to the committee to determine guidelines for recording ASCCC presentations and visits. The committee deliberated on the type of content that should be recorded and accessible. Mica will gather more information on the limitations of recording from legal counsel before guidelines are put in place.

MSC (Aschenbach/Kirk) to approve the implementation of two

phases in order to set recording guidelines.

Mica shared information on OERI's webinar recording process as the recordings are accessible to the public at no cost. The committee discussed who should have access to the recordings. The committee will consider the two phases as advisory guidelines until the end of spring and evaluate the risk of recording sessions with legal counsel.

K. [Enrollment Management Paper - 20 mins., Stewart/Aschenbach, pg. 89](#)

Aschenbach shared background information on the Enrollment Management paper and the need for an update. The committee provided suggestions to the outline presented as well as additional topics to consider including. The first draft of the paper is expected for review in June 2022.

MSC (Curry/Bean) to approve the outline of the Enrollment Management paper.

L. [Spring 2022 Elections - 30 mins., Davison/Mica, pg. 93](#)

Mica presented three alternatives to scheduled voting during the Spring 2022 elections as Executive Order N-21-21 is scheduled to end on March 31, 2022. Mica suggested RankedVote as an alternate platform to provide one day turnaround election results to the field. PollEverywhere is intended to be used for resolution voting. The committee deliberated on the options presented as the timing of voting, scheduled programming, and attendance expectations of the 2022 Spring Plenary would be affected.

MSC (Curry/Howerton) to move forward with scheduling voting on the Saturday of the 2022 Spring Plenary.

Members discussed the possibility of streamlining the voting process to one voting platform.

M. [Executive Committee Meeting Dates 2022-2023 - 30 mins., Mica, pg. 95](#)

The Executive Committee reviewed the proposed 2022-2023 Executive Committee meeting dates that included meetings held on Thursdays and Fridays. The committee expressed concerns and potential obstacles if meetings were scheduled on Thursdays. Members suggested options in order to strategically accommodate a new meeting schedule.

MSC (Curry/Bean) to accept the proposed Executive Committee meeting dates for 2022-2023 with two Friday/Saturday meeting

dates to switch to Thursday/Friday.

The committee discussed the possibility of meeting on Thursday/Friday during the next December and January meeting.

N. [2022 Spring Plenary Planning - 60 mins., Davison/Mica, pg. 103](#)

Mica presented the program for the 2022 Spring Plenary to the committee that included a streamlined hybrid component, with all general sessions and breakout sessions live-streamed. Mica also shared the survey results asking Senate Presidents about their preferred modality for attending the upcoming plenary session. The committee deliberated on the option of charging a flat registration fee for all attendees or a tiered registration fee for remote and in person attendees. Mica reviewed the budget and cost breakdown for each of the options.

MSC (Bean/Kirk) to approve and recommend a flat registration fee for the Spring 2022 Plenary.

Members suggested providing information to the field on the costs of coordinating a fully hybrid event in conjunction with the flat registration fee. Ideas for the Spring 2022 Plenary theme will be sent to Mica by January 14, 2022 with the top selected choices to be discussed during the next Executive Committee Meeting.

V. DISCUSSION

A. [OERI Update – 25 mins., Mica/Pilati, pg. 97](#)

(Time Certain Saturday, January 8, 2022 at 11:00 AM)

Michelle Pilati, Faculty Coordinator, Open Educational Resources Initiative, provided an update on the Open Educational Resources Initiative (OERI). OERI is concluding the 14 projects funded through the Request for Proposals (RFP) III process this past year. RFP IV applications will be due on January 31, 2022. OERI has been tasked to create a process and review framework to evaluate existing open educational resources to ensure that ASCCC OERI-supported open educational resources are inclusive, diverse, equitable, and anti-racist (IDEA). OERI is continuing to work on implementing a consistent Zero Textbook Cost (ZTC) designation in course schedules.

B. [ASCCC Foundation Fundraising and Distribution of Funds - 10 mins., Curry, pg. 105](#)

Curry provided information on the Foundation's current fundraising methods for scholarships and asked for members' input on moving to a single fundraising process. The committee discussed the impact that scholarships provide for faculty and were generally supportive of the consolidation of fundraising efforts to a single funding stream for all scholarships. The Foundation will consider the input provided by the committee.

C. [Disciplines List - 20 mins., Parker, pg. 107](#)

The Executive Committee reviewed the disciplines list revision proposals for Asian American Studies, Native American/American Indian Studies, and Nanotechnology. The committee was informed on the process following the acceptance of the proposals by the body with the committee. The proposals will be brought forward for action to be written into resolutions in February.

D. [Partnering with FACCC to Address Components of Resolution 6.02 \(FALL 2020\) - 15 mins., Stewart/Aschenbach, pg. 109](#)

Aschenbach provided information on the F20 Resolution 6.02 on Academic Freedom and the opportunity for the ASCCC Educational Policies Committee to collaborate with FACCC. Aschenbach requested feedback from the committee on the partnership opportunity. Brill-Wynkoop provided FACCC's support to collaborate and assist in addressing the components of the resolution. Potential dates and events for collaborative opportunities will be brought to the Executive Committee for approval.

E. [Meeting Debrief – 15 mins., Davison, pg. 111](#)

Members shared their thoughts about the meeting but a full debrief did not occur.

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

A. Senate and Grant Reports

- i. [Intersegmental Curriculum Workgroup \(ICW\) and Course Identification Numbering System \(C-ID\) Advisory Committee, Mica, pg. 113](#)

B. Standing Committee Minutes

- i. [Curriculum Committee, Curry, pg. 117](#)
- ii. [Non-Credit Pre-Transfer and Continuing Education \(NCPTCE\) Committee, Vélez, pg. 119](#)
- iii. [California Community College Curriculum Committee \(5C\), Curry, pg. 121](#)
- iv. [Data and Research Task Force \(DRTF\), Rutan, pg. 125](#)
- v. [Part-Time Faculty Committee \(PTC\), Roberson, pg. 127](#)
- vi. [Legislative and Advocacy Committee \(LAC\), May, pg. 129](#)
- vii. [Education Policies \(Ed Pol\) Committee, Stewart, pg. 133](#)

C. Liaison Reports

- i. [Diversity, Equity, Inclusion, and Accessibility \(DEI\) Implementation Workgroup, Bean, pg. 137](#)
- ii. [California Virtual Campus - Online Education Initiative \(CVC-OEIAC\), Curry, pg. 145](#)
- iii. [Student Senate for California Community Colleges \(SSCCC\), Bean, pg. 149](#)

D. Local Senate Visits

VII. ADJOURNMENT