



- I. Call to Order
 - a. Welcome/Attendance
 - i. PRESENT: Juan Arzola, Anastasia Zavodny, Ian Colmer, Anthony Stevens
 - ii. ABSENT: Tejal Naik, Mussie Okbamichael
 - iii. Chair welcomed Juan Arzola as new ASCCC At-Large rep and PTF Committee member. Juan introduced himself.
 - b. Notetaker- Chair will take notes
- II. Adoption of the Agenda- approved by consensus
- III. Approval of 11.15.2021 Minutes- approved by consensus
- IV. ASCCC Information
 - a. ASCCC **Part-Time Faculty Committee**: Chair informed the committee that updates are underway for the ASCCC webpage and the Executive Director indicated that change could be made.
 - b. ASCCC **2018 – 2023 Strategic Plan**: Chair reminded committee of ASCCC Strategic plan/objectives as they relate to the PT faculty priorities/tasks in the Google Drive.
- V. ASCCC Part-Time Committee Priorities/ Tasks (**Google Drive**)
 - a. Committee Priorities
 - b. PT Faculty memo: Committee discussed that a memo at the end of the semester might not be as effective as one that comes out in January or early February. Chair screen shared the previous memo and communications from ASCCC. Chair showed the committee how to access the memo via the listserv. Members were not sure if they received it, so Chair will follow up with the ASCCC ED with distribution.
 - c. Committee Tasks
 - i. **ASCCC Part-Time Faculty Institute**: Chair reviewed the alternate” PTFI program DRAFT (Google Drive) as approved by the ASCCC Executive Committee. Chair will send email in early January to connect presenters to finalize session titles/descriptions. Chair reviewed ASCCC PT Committee members roles + expectations for event.
 - ii. Outline for paper: Committee reviewed what was needed (survey development/ timeline) to get started on the paper. Committee will try and have the survey complete, or some questions prepared, so we can begin to get feedback at PTFI.
 - iii. Chair indicated that Rostrum articles deadline was extended to January 18th, 2022 and reviewed (**Editorial Guidelines**). Chair reminded committee that anyone in the field can write a Rostrum
 - iv. Chair informed committee to share ideas for Resolutions for adoption at the ASCCC Spring 2022 Plenary session in the Google Drive. Committee discussed importance of having a PT liaison to local academic senates

and Chair will develop something for consideration to move forward to ASCCC Exec.

- VI. 2022-2023 ASCCC Events: Chair reviewed numbers of PT faculty attendance at ASCCC events in 2021. The committee discussed potential reasons for low attendance and deemed it primarily fiscal for PT faculty. Committee discussed how we may consider supporting PT attendance (\$) at future events. Chair will connect with ED and ASCCC Exec for ideas through the Foundation and other means, as well.
- VII. ASCCC Updates: Chair reiterated some aspects already discussed such as ASCCC At-Large Representative: Juan Arzola, College of the Sequoias, ASCCC “new” webpage
- VIII. Announcements/ Next Steps: Chair asked about Spring 2022 meeting days/times. Committee determined that same days/times would still work (Mondays from 4:00 – 5:30)
- IX. Adjournment: Meeting adjourned at 5:38pm

Status of Previous Action Items

In Progress:

PTFI Institute Planning

ASCCC PT memos to listserv- December, January, February, March, April, May

Completed:

Presentation at ASCCC Fall 2021 Plenary session: *Hot Topics for Part-Time Faculty
Part-Time Faculty MEMO- November

FUTURE AGENDA ITEMS (TBD)

*Data on PT attendance at ASCCC events

-Cost for PT faculty/ resources (the senior discount- online versus f2f attendance)

*Legislative update (as related to PT faculty)