



Relations with Local Senates Committee

DATE: Wednesday October 25, 2023

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 called to order at 1:00pm**

*Christopher Howerton-Chair	*Patricia Gomez	*Ronald Slabbinck
*Maria-José Zeledón-Pérez– 2 nd Chair	Luke Lara	
*Felipe Agredano	*Kathy Osburn	

2) Check-in, “Shout-outs”, Kudos & Connections.

- a. The committee members shared some local work and recent achievements. We began the meeting with an ice breaker prompt “best dish to bring to a potluck” and some connection conversation.

3) Procedural - The chair went over the agenda briefly and clarified expectations and community norms as well as the future dates for meeting. He will let the committee know whether we will meet on 11/8 or not as it is close to this meeting and we might not have feedback needed from ASCCC Exec prior to this meeting.

- a. Adoption of Agenda
- b. Process of Minutes and committee review expectations
- c. [RwLS Committee Page](#)
- d. [Shared Committee Google Folder](#)

4) Standing Committee Meeting Dates (1-2:30pm) via [ZOOM](#)

- a. Fall 2023: 9/6, 9/27, 10/25, 11/8, 12/13
- b. Spring 2024 (Tentative): 1/10, 2/28, 3/27, 4/24, 5/22

5) [Community Agreements](#) - we went back to reviewing these norms to create our own. We will keep working on these organically as the committee seems to have a very inclusive and collaborative approach. Everyone

has a voice and space to share.

6) [Assigned Resolutions Tracking Document](#)

- a. [Committee Brainstorm Tracking Document](#) - the resolutions and other actions items provided by other committee members.
- b. [Local Senates Handbook](#) Revision/Update?
- c. [2022-2023 RwLS End of Year Report](#)
- d. Possible projects for the committee

7) [Liaison Support Recommendations](#) – Proposal submitted for an upcoming ASCCC Exec Meeting for feedback and direction. This is how we expect the liaison to connect with ASCCC. We will talk about this proposal at the October executive meeting. We would like the ASCCC exec team to sign off on it to start working on it. We reviewed this document together. The link above is the current communication proposal that will be vetted with ASCCC Exec for input and direction. Additional conversation by the committee included:

- a. We hear they (current local liaisons) do not receive communication
- b. The only liaison receiving communication regularly is the OER liaison as they have funding to pay the liaison so they are expectations for them to do work. They have a grant and money.
- c. We could mimic or encourage for our liaisons what OER initiative does with their liaison, however, no funding and should initially be one-way from ASCCC to these individuals.
- d. Who are the accountable parties to communicate with liaisons?
- e. We have 9 official liaisons recognized by ASCCC
- f. Which standing ASCCC committee is the best connection for the liaisons?
- g. Is it a short term commitment, a long term one. What works?
- h. Once we identified the individuals for liaisons to connect we can create templates and processes for them to follow
- i. The chair spoke about a resolution about writing a IDEAA liaison Handbook. In our proposal we can seek support from ASCCC Exec to an overall liaison handbook that could have specifics for individual liaison as appropriate.
 - we could narrow sections for each liaison if there is something more granular they need.
 - role, purpose and support for the liaisons
 - global discussion of the role of liaisons, and how to update local designations of liaisons
- j. Part of the work of the chair of the committee could to communicate with the liaison regularly
- k. Ron asked: Are there all the liaisons at all campuses? At Ron's college they only have two. It would be good to create listservs for each one of the liaisons once the charge, responsibilities and expectations are clarified
- l. What is the current status of liaison use?
- m. One way communication from ASCCC to their local colleges. What are their interest areas?
- n. Our charge is to make them meaningful.
- o. Patricia asked about the timing to complete a handbook for each of the liaisons. How much time do we need to make this work meaningful? We need to be realistic
- p. The chair explained it would be a more global document rather than a handbook as it is not realistic. Sections for each liaison. One main document. Dynamic, impactful, informative and easy to adjust.
- q. We have a liaison website and the description is general so we need to be more intentional. Comb true, clean it up and give instruction.
- r. What does the communication may include? Frequency?
 - As a recommendation we could do one communication is Spring and one in Fall
- s. We are hoping that this committee can create email templates to help liaisons with their communication so they just have to customize it rather than creating the communication themselves
- t. One way direct communication to push out, consistent and reliable, predictable and sustainable that would help the local senates with this work
- u. We can help local senates have a list of liaisons and propose that they ask them to give report once a semester (in person at meetings and/or email communication)

- v. We are meeting with ASCCC executive team on November 15, we might not have anything to work on for November 8th
- 8) ASCCC [Fall 2023 Plenary](#) (Costa Mesa)
- a. Registration Deadlines: In person (11/3); virtual (11/8)
 - b. Who may be attending?
 - c. ***When you were a new attendee at your first plenary, what do you wish you had known? What advise would you give to a first-time attendee?***
 - What are things you would have liked to know when you were a new attendee?
 1. Kathy was a recent new attendee
 - a. Spent time with another new attendee and had a running joke that they were two country mice in the big city. LOL Took advantage of asking questions to the individuals who they knew personally.
 - b. Did not know about caucus
 - c. The way resolutions changed throughout the plenary
 - d. Read resolutions every night and how they have been revised
 - e. Need a debrief at the end of the day, this is what happen, this is why and this is what would happen tomorrow
 - f. Having a face that they knew was very helpful, they knew they could ask a familiar face
 2. What is the consent agenda, why do they read the resolutions out of order?
 3. It can be intimidated, how to make them feel comfortable, invited to participate?
 4. Say your name and where you are from at resolutions...“Who are you?” will happen.
 5. For our pre-session video we want to keep the video general to be able to use at all times
 6. ASCCC will consider a special “elections” video for the spring, but we can mention it at a high level like we do with the voting of resolutions, but that we add voting and nomination of ASCCC Executive members during the spring session.
 - d. **Meet and Greet event** - The chair and co-chair will facilitate a meet and greet with Kathy
 - Informal, create a space to make community
 - It's about networking
 - Support areas of 10+1
 - As a group we reviewed a draft slide deck to keep the session organized. It is brief, but designed to create community and informal conversations
- 9) Announcements - The chair reminded the members of the upcoming events.
- a. [Upcoming ASCCC Events](#)
 - Area Meetings – Friday, October 27, 2023
 - Executive Committee Meeting – Nov. 15, 2023
 - [Fall 2023 Plenary](#) – Westin South Coast Plaza Nov. 16-18, 2023
- 10) Future Agenda Topics
- a. [Possible Rostrum Articles](#) (next submission is January 14, 2023)
 - b. Review local visits spreadsheet
 - c. Other
- 11) Group Debrief & Adjournment - **Meeting adjourned at 2:25pm**

Status of Previous Action Items

A. In Progress

- a. Pre-Plenary session for new attendees and “meet and greet” for Fall 2023 Plenary
- b. Liaison Support

- i. Communication protocol (minimum standards)
- ii. Communication template
- iii. Outline of liaison handbook (based on [SP22 03.01 Resolution](#))
- iv. Working to get standing committees to formally note connected liaisons

B. Completed