



Relations with Local Senates Committee

DATE: Thursday March 27, 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 called to order at 1pm

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. Spend some time checking in with each other.
 - b. Ron and Luke’s rostrum article got approved. Congrats!
 - CJ and MJ are also publishing an article about the committee’s liaison work this year.
- 3) Procedural
- a. Adoption of Agenda - by consensus
 - 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: ~~1/10, 2/22~~, 3/27, 4/24, 5/22

5) [Community Agreements](#)

6) [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
- 7) Update about Local Senate Visit – [February 2024 List of recent](#) (within the last 3 years) visits
- a. Assess the use of local senate visits
 - b. We need to make sure colleges are taken advantage of these resources
 - c. What are the colleges that have not used this resource in the last 3 years?
- 8) Follow up discussion on committee recommendation on “meet and greet” at Plenary.
- a. You can check the program on the website to find out about the sessions.
 - b. The meet and greet is what we are responsible for and we will be doing something new and different. Last plenary we did not have anyone attending the meet and greet.
 - c. We will interweave it with the breakfast general session. There will be a welcome to the plenary and then people can connect at their table, Meet first timers and ask specific questions to each other as ice breakers. The goal is to help attendees build connections and network.
 - d. CJ shared the slides we had created for the meet and greet session. We are asking feedback from the rest of the committee about what other questions we could add to help spark conversation among attendees.
 - e. How do we ask something about “is there something unique at your college?” Is there anything going on that might be unique? What are emergent hot topics at your college or district?
 - f. We will let the Executive team of our recommendations.
- 9) Draft Rostrum Article Discussion (next submission is March 1, 2024)
- a. Lara/Slabbinck - Their rostrum article was approved to be published
 - b. Update on liaison work will also be included in the next issue.
- 10) [Liaison Support Recommendations](#) – Update on next [formal recommendation with communication protocol, email template, and connection with ASCCC Standing Committees](#)
- a. ASCCC Agenda Item Request for March 2024 ASCCC Executive Meeting
 - b. Meeting with ASCCC Executive Director on 2/15 (Howerton & Zeledón-Pérez)
 - Outline of liaison handbook (based on [SP22 03.01 Resolution](#)) We provided an update at the executive meeting. It was well received. We shared the email templates and they were approved. The protocol and templates were added to the ASCCC livebinder. Everything we proposed was adopted.
 - All liaisons (but guided pathways) were approved by resolution. Guided pathways was not formally approved by resolution. We do not have a process to sunset liaisons but we made the recommendation that guided pathways should be sunset. A formal communication was shared with prior liaison to thank them.
 - We recommended considering how to assign, and sunset liaisons as a formal process.
 - Executive team is happy with the status of our work.
 - Ron is thankful that we are trying to codify a process. The communication across community colleges and the state needs to be improved. He is thinking about how we can scale a similar process at his college.
 - CJ showed how to find the ASCCC livebinder and work with the resources. He showed the list of liaisons and they connect with particular ASCCC committees. We provided fall and spring email templates for the chairs of the committees to communicate with their liaisons.
 - The only thing left we need to work on is outlining a handbook. We will start brainstorming on how that handbook will look like. It needs to be vetted with our executive committee (first and second read). We might not have time for this committee to finalize it but it will provide a good start for the new committee.

1. Ron offered to start working on the liaison handbook. CJ will create a google document so we can start working on this project as a group prior to our next meeting.
2. What would we want the Academic Senate Presidents to know about liaison and how to connect?
3. We will provide feedback that way and then bring it back to our next meeting.
4. We will work with the ASCCC Executive Director to advocate for a process to allow ASCCC standing committee chairs the ability to send emails directly to the liaisons.

11) Announcements - the chair realized that this list was not updated from our last meeting agenda. Informed the committee to check the link in the agenda for all upcoming events and webinars.

a. [Upcoming ASCCC Events](#)

- ASCCC Executive Committee Meeting (March 8, 2024) LA Mission College/ Hilton Garden Inn Burbank
- Who may be attending [ASCCC Spring Plenary](#) (San Jose Marriott) - Kathy is planning on attending the event in person.

b. Other?

12) Future Agenda Topics

- a. Liaison Handbook draft/outline and timeline.
- b. Other

13) Group Debrief & Adjournment - Meeting adjourned at 2pm

Status of Previous Action Items

A. In Progress

- a. Liaison Support
 - i. Outline of liaison handbook (based on [SP22 03.01 Resolution](#))
- b. Meet and Greet support for Spring 2024 plenary

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. Rostrum Articles
 - i. Enhancing Communication and Connection Between the ASCCC and Local Senate Liaisons (Howerton & Zeledon-Perez)
 - ii. Encouraging Practices Toward Developing a Diverse and Inclusive Faculty Leadership Pipeline (Lara & Slabbinck)