



ACADEMIC SENATE
for California Community Colleges
LEADERSHIP • EMPOWERMENT • VOICE

Relations With Local Senates Committee

Monday, October 24, 2022

9:30-11:30 am

Minutes

Zoom Meeting

[Join Zoom Meeting](#)

One tap US: +14086380968,,85296891477# or +16694449171,,85296891477#
mobile:

Meeting URL: <https://fhda-edu.zoom.us/j/85296891477?pwd=OVISU1NLbjlpaC8zRC8yeS9xUENPQT09&from=addon>

Meeting ID: 852 9689 1477

Passcode: 936980

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.

I. Members Roll Call:

Karen Chow—Chair present	Felipe Agredano present	Kandace Knudson present
Cheryl Aschenbach—2 nd Chair present	Howard Eskew present	Katie Krolkowski present
Davena Burns-Peter present	Lisa Cox Romain present	

Members, please submit your Contact Info— [Google Form](#)

II. Call to Order and Agenda Adoption—agenda adopted

III. Approval of [September 22 Minutes](#) (thank you, Cheryl!) Lisa Cox Romain added to the minutes as being present for that meeting.

IV. Minutes Volunteer: Kandace will take notes

V. Shout Outs, Affirmations, and Lean-in

A. Thank you all for promptly responding to requests/emails

VI. Committee Monthly Meetings Going Forward (may schedule additional as needed, for instance if needed to finish articles/papers before deadline):

Zooms have been scheduled & sent to committee members (all 9:30-11:30 AM Mondays):

[October 24, 2022](#)

[November 14, 2022](#)

[December 12, 2022](#)

[January 9, 2023](#)

[February 13, 2023](#)

[March 13, 2023](#)

[April 10, 2023](#)

[May 8, 2023](#)

VII. Committee Goals and Priorities

A. Review [Committee Priorities list](#)

1. [ASCCC Liaisons website](#)-- committee work in ensuring that all liaison pages have uniformity and sufficient information, working links, etc. to be useful resources to liaisons

a. Feedback about the liaisons pages:

i. CTE linked page has no content

ii. OER liaison receives a stipend because the OERI funds it. No other liaisons receive a stipend.

iii. Lots of text on the homepage—replace with nuts and bolts. Summaries are nice. Make it more user-friendly like the ASCCC homepage (e.g. with tiles). Add the liaisons page to the Resources or Services menus. Include Rostrum article but don't lead with it. Convert page to introduction/overview. Need more guidance for all liaisons, per one committee member who has been acting as a liaison and seeking guidance, e.g. what liaisons can do to support their local senates. Perhaps listserv for liaisons. Maybe a coffee hour for liaisons—a format that has been successful recently. Who at ASCCC is “in charge” of liaisons? The new liaisons need a point

person to reach out from ASCCC to synthesize what info gets distributed, etc.--leadership from the ASCCC level. Perhaps specific ASCCC committees can act as leadership for these liaisons. What does the ASCCC want from the liaisons? Is there a desire for feedback to the ASCCC? (What can we do to support guided pathways liaisons, as funding dries up and efforts evolve at campuses). Perhaps this committee can facilitate some supportive work for liaisons.

- iv. **Motion with a second: there should be a formal ASCCC point person or entity for each of the liaison positions (committee and committee chair/co-chair); duties should be assigned to these points, e.g. address questions, facilitate community of liaisons).**
- v. Looking at each of the liaison pages. We will propose a format for these pages and ask that ASCCC "corresponding" committees/point people take interest in owning/updating these individual pages
- vi. these pages need to be updated with language that is more appealing and descriptive of what the liaison will need. These descriptions will also help campus presidents assign liaisons.
- vii. Suggested format for pages in FAQ format pitched to senate leaders and liaison candidates: Why be a liaison, how, roles/what, who, current hot topics in the liaison area. Kate volunteered to draft a new CTE page as an example. Lisa and Kandace will help Karen with a new drafted main page. Rostrum articles could focus on each liaison area.

2. IDEAA Liaison Handbook

B. Review [Local Senates Not Visited since 2019 or before spreadsheet](#) --identified campuses that have NOT had local Senate visit since BEFORE 2019 (yellow highlight), as well as since 2019 (green highlight)

- 1. Need to outreach to these campuses (prioritize Yellow first, then Green) to offer ASCCC local visit services/topics.
- 2. [Latest September 2022 Master list of all CCCs and local visits made 2019-2022](#)

C. For Your Information about the larger picture of ASCCC goals: [ASCCC Strategic Plan](#)

D. Committee Work Plan (Discuss and Approve):

- 1. By November: Work on contacting Local Academic Senate Presidents about scheduling local senate visit. [DRAFTED OUTREACH LETTER](#)
- a. Input from committee on letter: great letter! covers important topics and good reminder. The committee members made suggestions for minor editions, including a space for customizing the letters. Each committee member will have a caseload that will include their own campus. Add that the visits are at no cost and available via in-person or teleconference. Best time to send? May or late spring is usually when leadership changes occur, but for this letter, we will aim to send out this fall.
- b.
 - 2. Starting January: Webinars--schedule more "Coffee Chats With Local Senate Leaders". Maybe incorporate "Special Guests" (ASCCC committee chairs, welcome other AS leaders to share topics to discuss?)
 - 3. Ongoing this year: Work on Support for Liaisons (website, resources, messaging/collaboration with other ASCCC Committees to push information out)

4. Ongoing this year: Rostrum Articles (maybe articles about each Liaison position, current potential issues/topics?)

VIII. [Fall Plenary November 3-5, 2022](#)

A. Our committee has submitted Resolution 17.01 in the [Resolutions Packet](#). Davena is now the contact, since Howard can no longer attend Plenary

B. Our Plenary Breakout:

Title: **Liaisons: How can they serve local Senates and ASCCC, and what resources exist for them?**

Presenters:

Karen Chow, ASCCC Area B Representative & ASCCC Relations With Local Senates

Cheryl Aschenbach, ASCCC Vice President & ASCCC Relations With Local Senates

Felipe Agredano, East Los Angeles College & ASCCC Relations With Local Senates Committee

Updated Breakout description:

There are now eight faculty ASCCC liaison positions for local senates established through the ASCCC resolution process for these areas: Career Technical Education (CTE), Guided Pathways, IDEAA (inclusion, diversity, equity, accessibility and anti-racism), Legislative, Noncredit, Open Educational Resources (OER), Part-Time Faculty, and Rising Scholars. There is also a resolution in the Fall 22 Plenary packet to establish a new liaison for Equitable Placement and Student Success. These liaisons can serve as point persons to assist in the dissemination of information relative to the area of focus for the local academic senates and between ASCCC and local faculty. Working in consultation with local academic senate presidents, liaisons can help keep information flowing to and from faculty, and potentially others as well such as students, classifieds, administrators, the governing board, and bargaining units. Come learn more about liaisons, what resources exist, share ideas, and give feedback on how to better support liaisons.

(See above discussion about liaison pages for suggestions that will be discussed at this plenary session).

IX. *Rostrum* Articles Deadlines:

September 18, 2022 for final publication to the field November 2, 2022

January 22, 2023 for final publication to the field February 28, 2023

March 5, 2023 for final publication to the field April 20, 2023

[IDEAS for potential Rostrum articles?](#)

1. Review past Rostrum articles about Liaisons:

- a. <https://asccc.org/content/establishing-cte-legislative-and-noncredit-liaison-positions>
- b. <https://asccc.org/content/faculty-leadership-institute-legislative-pre-session-and-liaisons>
- c. <https://asccc.org/content/importance-designated-cte-liaisons-local-senates>
- d.

X. Announcements

- A. Check for upcoming events at [here](#)
 - Fall Plenary (November 3-5)
- B. [Application for Statewide Service](#)
- C. Amazon Smile (smile.amazon.com)—select Foundation of the Academic Senate for California Community Colleges

- XI. Closing Comments
 - A. Upcoming Fall meetings of this Committee
 - B. Any other final comments or suggestions?

- XII. Adjournment

In Progress:

- Review of Liaisons websites
- Review Local Senates Visits list to note CCCs who have not recently requested local senate visits & Draft letter to send to local AS Presidents (Letter must be approved by our committee and then ASCCC President & ED (possibly Exec?) before being sent)
- F22 Plenary Breakout on Liaisons

Completed Tasks:

- Resolution 17.01 F22 drafted and in Resolutions packet for Fall Plenary

Committee Expectations: What do we expect of each other?

Be aware of your own capacity--take ownership and follow-through on what you promise.

Be accountable

Communicate

Active Participation--Show up

Kindness

Respect:

- Respect each other's time - respond in a timely manner
- Respect each other's opinions. Be professional - disagreement is okay but use professional language. Disagree with ideas, not people
- Don't negate others' experiences

Practice Self-Awareness, Presence, and Patience

- Be mindful of your own possible assumptions or biases, reflect on them, and set them aside. Forgive someone if they fall short or express bias.
- Be positive and respectful when speaking of others (e.g., if the person heard what you said would it be hurtful)
- Forgive yourself if you need to stop, rewind, and change your mind.
- Practice patience when others dig deeper or change their minds.
- Be mindful when communicating. Be mindful of behaviors that may appear to be a macroaggression and passive aggressive behaviors.
- Recognize your potential attachment to issues. Bring options and interests to the group for discussion and be open to other possibilities.

Collegiality, Criticism, and Feedback

- Honor experience, knowledge, and the diversity of our perspectives
- Critique, with respect and humility, not maliciousness
- Support others to find a positive way to express concerns or conflict and to find resolution.
- Be a trusted ally who can be a sounding board and will help you redirect negativity into positive action.
- Recognize that we are more than one opinion or position and avoid labeling or stereotyping someone based on past decisions or opinions

1. What do we expect of the Committee Chair?

Be the Facilitator

Set Agenda & include items requested by committee members

Keep the focus of the committee - move the agenda forward

Set clear outcomes and takeaways

Set clear timeline and calendar of meetings with a sufficient lead time

Document committee's work/actions

Be the Liaison between committee and ASCCC Executive Committee

Plan in-person meeting for committee members who can/are interested in participating, when it is safe/approved to do so (travel and incidentals expenses for participating committee members are reimbursed by ASCCC)

XIII. **Please submit your Contact Info—** [Google Form](#)