



ACADEMIC SENATE for California Community Colleges

LEADERSHIP • EMPOWERMENT • VOICE

Relations with Local Senates Committee

Monday, September 12, 2022

9:30-11:30 am

Zoom Meeting MINUTES

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 (all members present):

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

II. Karen called the meeting to order. Members introduced themselves. Agenda was adopted.

III. Minutes: Cheryl volunteered to take minutes

IV. Shout Outs, Affirmations, and Lean-in

- A. Thank you all for promptly responding to requests like Doodle
- B. Introduction activity: Members already introduced themselves, so Karen encouraged folks to share their top concerns or questions related to Academic Senate.
- C. Karen encouraged members to review expectations of each other and of her as chair that have been developed as she’s chaired other committees and to propose additions if they see anything missing.

1. **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

- o Respect each other's opinions. Be professional - disagreement is okay but use professional language. Disagree with ideas, not people
- o Don't negate others' experiences
- Practice Self-Awareness, Presence, and Patience
 - o Be mindful of your own possible assumptions or biases, reflect on them, and set them aside.
 - o Forgive someone if they fall short or express bias.
 - o Be positive and respectful when speaking of others (e.g., if the person heard what you said would it be hurtful)
 - o Forgive yourself if you need to stop, rewind, and change your mind.
 - o Practice patience when others dig deeper or change their minds.
 - o Be mindful when communicating. Be mindful of behaviors that may appear to be a macroaggression and passive aggressive behaviors.
 - o 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
 - o Honor experience, knowledge, and the diversity of our perspectives
 - o Critique, with respect and humility, not maliciousness
 - o Support others to find a positive way to express concerns or conflict and to find resolution.
 - o Be a trusted ally who can be a sounding board and will help you redirect negativity into positive action.
 - o Recognize that we are more than one opinion or position and avoid labeling or stereotyping someone based on past decisions or opinions

2. 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)

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

Karen asked members to complete the contact form.

VI. Schedule of Monthly Meetings: Karen and committee members set these meeting dates:

October 24, 2022 9:30AM-11:30AM via Zoom
 November 14, 2022 9:30AM-11:30AM via Zoom
 December 12, 2022 9:30AM-11:30AM via Zoom
 January 9, 2023 9:30AM-11:30AM via Zoom

February 13, 2023 9:30AM-11:30AM via Zoom
March 13, 2023 9:30AM-11:30AM via Zoom
April 10, 2023 9:30AM-11:30AM via Zoom
May 8, 2023 9:30AM-11:30AM via Zoom

VII. Current Committee documents/files are online in two places:

A. RvLS [Google Shared Folder](#)

B. [ASCCC Relations with Local Senates Committee website:](#)
<https://asccc.org/directory/relations-local-senates-committee>

VIII. Committee Goals and Priorities

Discussion was held relative to liaisons and local senate visits. It was suggested that as part of liaison efforts that we provide guidance for how local senate leaders can be intentional in their liaison appointments and develop structures for liaisons to report to faculty and back to academic senate.

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
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. Develop committee work plan

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

A. Theme: TBD at Sept. 15-16 Exec Comm Meeting

B. Ideas on increasing participation

C. Break-out topics

D. **DEADLINE to submit Plenary break-out topics:**

1. Approval of outside presenters due to Ginni/Krystinne: **October 1, 2022**
2. Presenters list and breakout sessions descriptions due to Krystinne **October 7, 2022**
3. Suggestion for a breakout generated by the discussion about supporting implementation and utilization of liaisons: "LIAISONS - what are they for, what should they be doing? How can they help me as an AS president? How can they make a local senate more connected to statewide work? (could combine with .. I'm a liaison - now what?"

E. **DEADLINE to submit Resolutions to Resolutions Chair from Committee for discussion at Area Meetings: September 12 (TODAY!)**

1. [Potential Resolution](#) on "Establishing an English & Math Success Liaison". Members took action to forward the resolution on behalf of the committee (Eskew/Knudson, MSC)
2. Other potential resolutions? None were suggested.

- F. Resolutions can be brought to Area meetings, but they would not be from our committee as the resolution contact/author
- X. *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.
- XI. Announcements
- A. Check for upcoming events at [here](#)
 - Area Meetings (October 14 & 15)
 - 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
- XII. Closing Comments
- A. Upcoming Fall meetings of this Committee
 - B. Any other final comments or suggestions?
- XIII. Adjournment at 11:29

In Progress:

- Review of Liaisons websites
- Review Local Senates Visits list to note CCCs who have not recently requested local senate visits
- Resolution 17.01 F22 drafted and in Resolutions packet for Fall Plenary

Completed Tasks: