

STANDARDS AND PRACTICES COMMITTEE

Minutes

Zoom Meeting

Topic: ASCCC Standards and Practices Meeting

**Time: Dec 16, 2021 03:15 PM Pacific Time (US and Canada)**

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/93714142893

Or iPhone one-tap (US Toll): +16699006833, 93714142893# or +13462487799, 93714142893#

Or Telephone:

 Dial:

 +1 669 900 6833 (US Toll)

 +1 346 248 7799 (US Toll)

 +1 253 215 8782 (US Toll)

 +1 301 715 8592 (US Toll)

 +1 312 626 6799 (US Toll)

 +1 646 876 9923 (US Toll)

 Meeting ID: 937 1414 2893

 International numbers available: https://cccconfer.zoom.us/u/arzQ8N7xo

Or an H.323/SIP room system:

 H.323: 162.255.37.11 (US West) or 162.255.36.11 (US East)

 Meeting ID: 937 1414 2893

 SIP: 93714142893@zoomcrc.com

Or Skype for Business (Lync):

 SIP:93714142893@lync.zoom.us

1. Call to Order 3:20pm and Adoption of the Agenda

Due to low attendance this was a brief meeting with no action taken and a review of agenda objectives which were postponed until the next meeting.

1. Approval of Minutes 9.23.21 (postponed), 11/18/21 (postponed)
2. Application for Statewide Service – <http://asccc.org/content/application-statewide-service>
3. Status of Previous Action Items
	1. Resolutions Not Assigned

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 19.01  | [2021](https://asccc.org/category/year/2021)  | [Fall](https://asccc.org/category/session/fall)  | [Support Diversity, Equity, and Inclusion-Focused Hiring Practices](https://asccc.org/resolutions/support-diversity-equity-and-inclusion-focused-hiring-practices)  | [Professional Standards](https://asccc.org/category/resolutiontopic/professional-standards)  |  |

* 1. Assigned Resolutions

(Strikethroughs indicate completed resolutions)

[10.01 2021 Spring Disciplines List—Film and Media Studies](https://asccc.org/resolutions/disciplines-list%E2%80%94film-and-media-studies)

[10.02 2021 Spring Disciplines List—Digital Fabrication Technology](https://asccc.org/resolutions/disciplines-list%E2%80%94digital-fabrication-technology)

* 1. Assigned Tasks

 [2020-2021 End of Year Report Standards and Practices](https://drive.google.com/file/d/1hD0GvQdL9mSxV0tfauLGBZG42dT81PQ9/view)

 What areas would you recommend the committee focus on next year 2021-2022?

* ~~Drop-in virtual sessions in August and September for Disciplines List proposal help~~
* Virtual ASCCC Awards session in early fall-highlight colleges with good process for soliciting nominations
* Award readers
* Review of ASCCC rules and bylaws for general clean-up and consistency in language
* Awards handbook review-inclusivity updates, align handbook language with recently updated rubric language
* DEI work as assigned
* Review charge in spring 2022
1. Committee Priorities
	1. **High Priority DEI Implementation Strategies and Activities**

**Hiring Practices**

*Strategy:* Diversify hiring or screening committees with members of diverse educational background, gender, and ethnicity

***Proposed Activity#1****:* CCCCO and ACHRO create modules that outline a process for improving and diversifying screening and hiring committees to provide guidance to the field.

*ASCCC Activity:* Continue to update Model Hiring Principles and Practices; Create guidelines/criteria for diverse committee appointment & participation (building from hiring/screening committee selection in MHPP)

*ASCCC Assignment:* *Standards & Practices,* EDAC, Educational Policies, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

***Proposed Activity #2****:* ACHRO and ASCCC collaborate to create a tool to assess diverse representation.

*ASCCC Activity:* Develop guidelines and criteria for assessing representation on committees, including hiring/screening committees

*ASCCC Assignment:* EDAC, Educational Policies, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

**Chancellor’s Office Strategies**

***Strategy****:* Imbed diversity, equity, and inclusion into all faculty and staff (classified and administrators) awards (i.e. Stanback-Stroud Diversity Award, Dr. John Rice Diversity and Equity Award; Hayward Award; CC Classified Employee of the Year Award).

*Proposed Activity:* ASCCC to evaluate the Academic Senate Faculty award application process and imbed diversity, equity, and inclusion criteria; Statewide associations to take similar actions.

*ASCCC Activity:* Follow-up on 2019-2020 Standards & Practices efforts to update award announcements, criteria, and rubrics to further embed DEI; evaluate diversity of past winners using available data; make recommendations for increasing diversity of award applicants and winners; share effective practices with local senates

*ASCCC Assignment:* Standards and Practices Committee, ASCCC DEI Implementation Workgroup representatives (Aschenbach/Bean)

Resource: Vision for Success Diversity, Equity, and Inclusion Task Force 2020 Report (see Appendix C on page 31 for Implementation Strategies)

<https://www.cccco.edu/-/media/CCCCO-Website/Reports/CCCCO_DEI_Report.pdf>

* 1. **Discussion Item: Rubric –** S&PCommittee Recommendations December Executive Committee Agenda Item
1. Rostrum Article Discussion Item
Rostrum Timeline

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| To: | Krystinne | David | Dolores | Katie | The Field |
|  | ~~September 24~~ | ~~October 1~~ | ~~October 11~~ | ~~October 18~~ | ~~November 3~~ |
|  | January 3 | January 7 | January 14 | January 21 | February 7 |
|  | February 25 | March 4 | March 24 | March 21? | April 6 |

1. Disciplines List

**Announcement:**

* **Disciplines List Executive Committee Meeting January 2022 Agenda Item**

 [Asian American Studies](https://www.asccc.org/sites/default/files/MQ%20in%20Asian%20American%20Studies%20.pdf)\*

[Native American/American Indian Studies](https://www.asccc.org/sites/default/files/Native%20American-Indian%20Studies%20-%20received%20by%20mail%205.06.21%20Dr%20Leal.pdf)\*

[Nanotechnology](https://www.asccc.org/sites/default/files/MQ%20in%20Advanced%20Materials%20-%20Nanotechnology.pdf)

Disciplines List Handbook

<https://asccc.org/sites/default/files/DLHandbook_Final_Revision_Spr_20.pdf>

1. Awards

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Award** | **Call** | **Due****in Office** | **Sent to Readers** | **Selection Due to Office** | **Award** **Presented**  |
| Exemplary | ~~October~~ ~~1~~~~st~~ ~~week~~  | ~~November~~~~2~~~~nd~~ ~~week~~ | ~~November~~ ~~2~~~~nd~~ ~~week~~ | ~~November~~ ~~4~~~~th~~ ~~week~~  | January BOG Meeting |
|  | ~~October 4, 2021~~ | ~~November 8, 2021~~ | ~~November 12,~~ ~~2021~~ | ~~December 3, 2021~~ | TBD(BoG staff 1st week of Dec) |
| Hayward  | November 1st week | December2nd week | **December** **3rd week** | February 1st week  | March BOG Meeting  |
|  | November 1, 2021 | December 10, 2021 | **December 17, 2021** | February 1, 2021 | TBD(BoG staff 3rd week of Feb) |
| Diversity  | December1st week | February 2nd week | February 3rd week | March 2nd week | Spring Plenary Session Fri |
|  | December 1, 2021 | February 7, 2022 | February 14, 2022 | March 7, 2022 |  |

**Readers:**

The Standards and Practices (S&P) Committee chair is responsible for ensuring that the appropriate readers are selected for each award. Below is the reader selection process for each award.

Selection:
[*Exemplary Program Award*](https://asccc.org/events/exemplary-program-award-0): S&P Committee members and at least one representative from CIOs, CSSOs, CEOs, and Student Senate will read these awards. The S&P chair will identify these representatives prior to the due date so that the applications can be mailed directly to them by the office.

[*Hayward Awards*](https://asccc.org/events/hayward-award-0)*:* S&P members and Area Representatives will select four additional faculty members from their area to read. Note—no one reads applications for their own area.

[*Stanback-Stroud Diversity Award*](https://asccc.org/events/stanback-stroud-diversity-award-0)*:* S&P members and the Equity and Diversity Action Committee (EDAC) will read these awards.

Disqualification of readers: Members of S&P, Executive Committee, or any other readers cannot participate in reading any application where their college is a nominee. This participation includes receiving a copy of the applications or participating in the discussion about scores or applications.

1. Announcements
	1. [President's Updates](http://createsend.com/t/y-5C034F2D9CFCDB232540EF23F30FEDED)
	2. Upcoming Events and Meetings

• 2022 Part-Time Faculty Institute Virtual Event- February 4-5, 2022

• 2022 Accreditation Institute- February 25-26, 2022

1. Meeting Dates:

~~Thursday, September 23, 2021 3:10-4:10 pm~~

~~Thursday, October 21, 2021 3:10-4:10 pm~~

~~Thursday, November 18, 2021 3:10-4:10 pm~~

Thursday, **December 16, 2021** 3:10-4:10 pm

Spring 2022 Dates TBD

1. Adjournment **3:35pm**

**Status of Previous Action Items**

1. **In Progress** (include details about pending items such as resolutions, papers, *Rostrums*, etc.)
2. **Completed** (include a list of those items that have been completed as a way to build the end of year report).