# ASFCCC Committee Meeting Summary

## November 25, 2024 @ 3:30 P.m. – 5:00 pm

## Location: ZOOM – <https://cccconfer.zoom.us/j/85940623389>

(\* notes Present)

**Board Member Attendance**: Robert L. Stewart Jr. (President)\*, Carlos Guerrero\*, Christopher J. Howerton (Secretary)\* , Mitra Sapienza\*, Kimberley H. Stiemke (Treasurer), Krystinne Mica\*

**Others**: Any Liao, Tonya Davis

1. Call to Order – The meeting was called to order at 3:34pm
2. Check-Ins – No check-in provided at this time.
3. ASCCC 2024 Fall Plenary: Debrief/Reflections/Recommendations for Spring?
	1. Board members shared some feedback from the fall. Board members tabled during the plenary event. Some confusion about the role and use of the various tickets for our raffle and access to the social event.
	2. Positive feedback on the event space of Mulligan’s. We will need to collect any pictures captured during our even so we can use for future recruitments. Send photos to Amy (amy@asccc.org)
4. **Recommendation** of expected hours per week for Local College Release-time for Non-Exec Director (to provide to colleges that desire to release/reassign faculty performing this role): Discussion/Action?
	1. **Discussion:** Past community members tend to have additional resources to help support their attendance to our events. But this is not always the case, some local colleges may not provide this support for our community foundation board director member. Is there an opportunity or recommendation for number of hours per week for local compensation.
	2. K. Mica shared as a starting consideration, the lowest ASCCC executive members is 20% with minimum expectations for ASCCC work. It is important to keep separated that the foundation is separate from ASCCC. The foundation has its own budget and consideration for any potential guidance or recommendation for foundation only work for our non ASCCC Executive members. What about if the member is serving an officer role on the foundation vs just a board member of the foundation is there a need for a different determination?
	3. Consider a starting recommendation of 3.5 hours/week recognizing that some weeks require more time than other week for an average.
	4. Some typical foundation director work includes: monthly meetings, plenary tabling, scholarship scoring, foundation scholarship process review and updating, foundation event planning/executing other duties as agreed upon by the foundation. We can also share the foundation director job description to locally consider. Mica shared the updated director job descriptions with the foundation members as part of this conversation.
	5. The role of the community member is in the ASFCCC Bylaws. Yearly appointment with reappointment up to 3 years. Recent past-practice faculty express interest in our ASCCC interest to serve applications.
	6. **ACTION:** Motion: To set a recommendation of 10% for at-large director work and to share the director job description as a recommendation to colleges for consideration when asked. (**M/S/C** Sapienza, Howerton)
5. Foundation provided release-time backfill for Non-Exec Director (much like what ASCCC does for exec members):
	1. **Discussion:** Colleges can provide compensation/reassignment time. What (if any) role does the ASFCCC have in this local option? Further conversation may happen at a future meeting.
6. One Winner Per Area for all Scholarships – Continued Discussion/Action?
	1. **Discussion**: **ACTION:** Keep all scholarships (non ASCCC Conferences) the same this year based on scores on applications and collect data to consider future scholarship awarding criteria and if area representation of awarding would be of impact.
	2. Question/Discussion: Blind review from the demographic data for scoring? Points for lived experience. **Action:** Starting with A2Mend reviewers will have all demographic information redacted during the review process.
7. ASFCCC Website Update/Process: Discussion
	1. Need for updates on the webpage regarding up-to-date scholarships and current donors/supporters.
	2. What is the process for updates? We want potential donors to see currency, especially for our upcoming push for new donors. Robert will share some specific ask with K. Mica on behalf of the group.
8. Report and Updates:
	1. Foundation By-Laws Workgroup: **Update** – The foundation directors took a first look at a draft of suggested changes. These changes are primarily to codify the current practices and to clarify intent only. Minor suggestions were made and noted. Additional comments are welcome and will be shared in our google file. The foundation directors will consider these updates formally during an upcoming foundation meeting after review by legal counsel. Goal if for a January 2025 approval.
	2. Corporate Donors Letters: Last discussion? – A draft of a single standard-language letter was shared with the directors for consideration. The goal is to have just one communication that can be supplemented with the packet and various donor level option. Need to have these completed in 2 weeks to allow time for our formal push. Guerrero will send out an [updated google file link](https://studentlaccd-my.sharepoint.com/%3Af%3A/r/personal/guerrecr_laccd_edu/Documents/Donation%20Letters%202024?csf=1&web=1&e=aaSzig).
	3. Area Competition/Fundraising Efforts: Update – not discussed, information not available for this meeting, email will be forthcoming for directors.
	4. Native American Conference: Last Discussion? – not discussed
	5. Innovation Scholarship: Update – not discussed
9. Reminder: Awards/Scholarships:
	1. A2Mend Scholarships – March 5-7, 2025 Los Angeles – scholarships will be opening soon. 4 winners will be selected. Foundation Board members will need to be available to score.
	2. Spring Plenary Scholarships – April 24-26, 2025 Irvine
	3. APAHE – April 10-11, 2025 Oakland
	4. Native American Conference (continue discussion)
10. New Business – Need to set dates for our spring meetings. Potential review of job descriptions for foundation directors. Self-care lounge for spring plenary opportunity. Foundation shredders? Planning for Spring Plenary.
11. Adjournment – 5:03pm