



THE ACADEMIC SENATE
FOUNDATION
for California Community Colleges

ASFCCC Directors Meeting Minutes

Thursday August 28, 2025

In-Person Orientation

Location: One Capitol Mall, Suite 230, Sacramento, CA 95814

Time: 11am – 4pm

Directors: Christopher J. Howerton* (President), Krystinne Mica*, Mark Edward Osea*, Erik Reese*, Kimberley H. Stiemke*, Bethany Tasaka*

Guests: Amy Liao*

(* denotes present)

1. Welcome and Call to Order
 - a. President welcomed attendees and each attendee introduced themselves.
 - b. Each director received gifts symbolizing the foundation work for the year:
 - i. Build (fun brix), imagine (whimsical pen), endure (rock)
2. Approval of Agenda
 - a. **MSC (Stiemke/Osea) to approve the agenda**
3. Board Orientation
 - a. Review of ASFCCC Bylaws
 - i. President guided the directors through a detailed review of the bylaws
 - ii. Many questions were asked and answered throughout the review
 - iii. As required by the ASFCCC bylaws, the revisions from last year will be brought to the ASCCC board for final approval. **Howerton will submit an agenda item to ASCCC to finalize the revisions approved by the 2024-25 ASFCCC Board.**
 - iv. Discussed the nature of the ASFCCC as a 501(c)(3) nonprofit with fiduciary responsibilities similar to that of ASCCC board members
 - b. Role of Foundation Directors, President, Secretary, Treasurer
 - i. President reviewed the roles of the ASFCCC officers and reviewed the “Roles and Responsibility Map” as found on our foundation website.
 - c. Relationship of ASFCCC to ASCCC
 - i. President reviewed the relationship between the ASFCCC and ASCCC
 - ii. ASFCCC serves as the fundraising arm of the ASCCC
 - iii. Foundation President will provide monthly reports to the ASCCC board during regular ASCCC meetings.
4. Selection of Foundation Secretary and Treasurer
 - a. **Erik D. Reese selected as Secretary; nominated by Osea/Stiemke**
 - b. **Kimberley H. Stiemke for Treasurer; nominated by Osea/Reese**
5. Foundation Budget
 - a. Current Budget (Attachments)
 - i. Current budget was reviewed with many questions being asked and answered about the details
 - ii. Reviewed statement of financial position that summarizes how much

money/assets the ASFCCC has an organization

- b. Goals for 2025-26 year
 - i. Discussion of proposed budget and revenue goals, with past directors providing last year's activities costs and guiding the conversation
 - ii. Initially \$51,000 total with
 1. \$42,000 scholarships
 2. \$7,000 plenary expenses (total for both plenaries)
 3. \$2,000 honorariums
 - iii. An increased goal would provide more possible opportunities for faculty
 - c. **MSC (Osea/Tasaka) to set total revenue goal of \$60,000 (including donations, sponsorships, fundraising activities)**
 - d. **MSC (Osea/Tasaka) to continue year-long area competitions**
6. Awards/Scholarships Overview, Process, and Expectation
- a. Timeline (Attachment)
 - i. President overviewed initial scholarship plans/proposal
 - ii. Sometimes less than the max \$1500 is used by awardees.
 - iii. Unclear to the field that these scholarships are reimbursements in practice, with recipients paying up front.
 - iv. Discussed possibly changing name from scholarships to something else with no motions made.
 - v. Discussed how to convey possible expenses to the field
 - vi. Discussed including scholarships for additional ASCCC events (currently only scholarships for the plenaries)
 - vii. No rubric for general scholarships (only for innovation scholarships) though a guiding question for review is:
 1. What will the recipient get out of the conference and how will they bring it back to their campus?
 - viii. Office team will redact demographic information collected
 - ix. **MSC (Tasaka/Osea) to adopt language stating that reimbursements up to \$1500 may include registration, lodging, travel, and food**
 - x. **MSC (Stiemke/Reese) to award 4 scholarships each to Fall and Spring plenary and 3 scholarships each to remaining external partnerships (Colegas, A2MEND, Nandi, APAHE)**
 1. Total becomes \$36,000
 2. Note that 4 scholarships were already awarded for the California Conference on American Indian Education.
 - b. Innovation Scholarship Update (PD)
 - i. Rubric was updated last year with updates awaiting approval
 - ii. Limited time for discussion at this meeting, the board will consider this further at a future meeting.
7. Foundation Activities
- a. Fall 2025 ASCCC Plenary Event/Activity
 - i. Brainstormed activities noting that there is not a lot around the venue in La Jolla
 - ii. Perhaps host an event at the plenary venue: karaoke, silent auction, escape room, something other?
 - iii. Will be down an office team member with the transition in executive director so be mindful of limited resources
 - b. Area Competitions
 - i. Discussed and adopted continuing year-long area competitions in item 5d
 - c. Other?
8. Other Resource Development Opportunities
- a. Brainstorm low cost, high impact events
 - b. What additional sources can be tapped for donations?

- i. Sent letters to college presidents and other administrators last year that did not significantly increase donations. There was feedback about how does providing PD for faculty from the foundation directly support student success.
9. Establish Future Foundation Directors' Meeting Schedule for 2025-26
 - a. Established meeting schedule. Howerton will send the directors calendar invites for these upcoming meetings.
 - b. Fall 2025:
 - i. Sep 23 9-10:30am (4th T)
 - ii. Oct 21 9-10:30am (3rd T)
 - iii. Nov – no meeting
 - iv. Dec 2 9-10:30am (2nd T)
 - c. Spring 2026:
 - i. Jan 27 9-10:30am (4th T)
 - ii. Feb 24 9-10:30am (4th T)
 - iii. Mar 24 9-10:30am (4th T)
 - iv. Apr 21 9-10:30am (3rd T)
 - v. May 19 9-10:30am (3rd T)
10. Adjournment
 - a. **MSC (Osea/Stiemke) to adjourn at 3:53pm**
11. Possible Future Agenda Items/Topics for Discussion
 - a. Develop ASFCCC strategic plan
 - b. Clarify bylaws
 - c. Website cleanup and review schedule
 - d. Budget—explore options to earn more interest
 - e. Scholarships
 - i. Rubrics
 - ii. Redactions and informing field of the process