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Thursday, October 17, 2019 2:00PM-3:00PM

https://cccconfer.zoom.us/j/2138362487

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Meeting ID: 213 862 487

**MINUTES**

**Members in Attendance:** Cheryl Aschenbach, President; Anna Bruzzese, Director; Silvester Henderson, Director; LaTonya Parker, Director; Cindi Napoli-Abella Reiss, Director; and Krystinne Mica, Executive Director

**Staff:** Tonya Davis, Director of Administration; Selena Silva, Administrative Assistant

**AGENDA**

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| **Action** | **Topic** |
|  | **FOUNDATION MEETING** |
| Action | 1. Approval of Agenda 2. Approval of Minutes from August 28, 2019   Approval of the August 28, 2019 minutes was tabled until the next meeting. |
| Discussion | 1. Review Foundation [Mission](https://asfccc.com/about-us/), [Bylaws](https://asfccc.com/foundation-bylaws/) 2. Review [Position Descriptions](https://asfccc.com/board-of-directors/)   The directors did not have any questions on the Foundation Mission, Bylaws, and Position Descriptions. |
| Discussion/Action | 1. Selection of Foundation Officers (Secretary, Treasurer)   Nonprofit governing rules state that the Academic Senate Foundation is required to have a President and Treasurer, however the position of Secretary is not a requirement. Director Parker volunteered to serve as the ASFCCC Treasurer. The directors approved her appointment.  President Aschenbach will process the latest reconciliation and train Parker on the process. Mica will connect Parker with Alice Hammar, ASCCC Director of Finance. The ASFCCC will not have a Secretary for the 2019-2020 year and the ASCCC staff will take on the duty of note taking.  The directors decided to agendize the topic of fundraising mechanisms and outreach tactics for a future meeting.   1. 2019-2020 Scholarships    1. Additional Events or Additional Scholarships   Aschenbach reviewed what is currently included in the ASFCCC scholarship package, along with the number of scholarships and which events would provide scholarships, from the last ASFCCC meeting. It was noted that one of the events discussed, the Chancellor’s Office Diversity and Inclusion Symposium, may not be a good candidate for providing scholarships, as the scope of the event has changed and there is a limit on the number of attendees – 200. The directors will further discuss supporting the CCCCO’s Diversity and Inclusion Symposium as more details of the event are provided following Fall Plenary.  The directors also discussed providing scholarships for other organization’s events. The ASFCCC previously committed to providing scholarships for A2Mend’s annual conference in March so the directors discussed whether other organizations had similar conferences that they may considered providing scholarships. Mica will reach out to Michelle Bean, the liaison to Puente to see if Puente has a similar statewide conference the foundation can support.  The directors will consider providing scholarships to the ASCCC Curriculum Institute and ASCCC Academic Academy. These additional scholarship opportunities will be discussed again at a future meeting.   * 1. Timelines   The directors decided to follow the same scholarship application timeline as the 2019 Fall Plenary timeline. Scholarship applications will be announced 10 weeks before the event. The application will be available for a 4 week period. Staff will screen the applications, redact information, and send the remaining applications to the board to review for 2 weeks. Scholarship recipients will be notified 4 weeks before the event to allow for sufficient time to arrange accommodations.  The A2MEND Conference scholarship timeline will be extended to account for the holiday break. It is as follows:   * December 1: Application announcement * January 6-10: Scholarship reminder * January 24: Applications close * January 29: Applications given to Board for review * February 7: Notify selected faculty * March 4: A2MEND Conference   Mica will work with the organizers to get early registration prices for scholarship recipients. Davis will work with the organizers to reserve three rooms in the rooming block in advance for the recipients.  The Spring Plenary Session and Faculty Leadership Institute timelines will be developed by the ASCCC staff and voted on during the next ASFCCC meeting.   * 1. Application Criteria   The directors will create screening criteria and unique questions for each event. The directors collectively suggested various ideas including delegate status, how many members from the college are attending, prior ASCCC event attendance, prior scholarship recipient, and involvement with their local senate. The directors also discussed how factors such as ethnicity, gender, and campus opportunity could be captured while maintaining a blind screening. Directors will bring ideas and work towards finalizing criteria at a future meeting.  Directors will add a question on applied diversity to measure the equity mindedness of applicants.   1. Spring 2020 Area Competition   The directors approved moving forward with the Spring 2020 Area Competition. President Aschenbach will announce the competition at the ASCCC Fall Plenary Session. The directors will decide the details of the competition at a later date.  President Aschenbach will send a poll to schedule the next ASFCCC meeting in November 2019. The board will consider meeting in-person in the beginning of the spring 2020 semester.   1. Faculty Leadership Academy   The Faculty Leadership Academy was not discussed. This item will be moved to the next meeting. |
| Discussion | 1. Future Agenda Items    1. Faculty Leadership Academy    2. Spring Plenary and Faculty Leadership Institute Timeline    3. Additional Scholarship Events    4. Scholarship Criteria    5. Fundraising Goals and Mechanisms    6. Outreach Tactics    7. ASFCCC Diversity Statement |