ASC Process for ASCCC Corresponcence

The ASCCC corresponds directly with the ASC President at each college throughout the year. There are multiple types of communication to expect

1. Appointments to statewide service. Individual faculty members from every college are encouraged to participate in statewide service by filling out the faculty application to statewide service form.
   a. The ASC President is asked to confirm appointments to these committees. **Respond quickly** so that CCC's faculty are able to serve. If there is too long of a delay, the ASCCC committee chairs must move on to fill their groups.
2. Surveys : ASCCC plenary resolutions often request statewide surveys to obtain information about best practices, and the state of affairs at CA's 116 colleges.
   a. These are often long and ask for extensive information. Plan plenty of time to respond, and it is often important to consult with participatory governance committees and CCC work groups to find the requested information.
3. Liaison appointment: ASCCC has multiple liaisons for each college. CTE, Non-Credit, OER, Guided Pathways, etc.
   a. Update liaison list and contact information each fall
4. Local AS leadership directory: ASCCC keeps the name and contact information of faculty leaders: ASC President, ASC Vice President, CCC Delegate for plenary (usually ASC President), SLO coordinator, Curriculum chair (ASC Vice President)
   a. Contact ASCCC office each year to update this list.
5. Area B meetings: These happen a few weeks before each plenary session. The resolutions to be voted on at the plenary are reviewed, new resolutions/amendments created, and other interesting information is discussed
   a. Plan to attend these meetings
   b. They are free, so encourage CCC faculty to attend
6. Plenary meetings: There is a meeting near the end of each semester. Professional development, discussion of statewide initiatives, networking, and resolution voting occur
   a. CCC must always have at least one attendee
   b. CCC's ASC budget has enough to be able to send more than one person at least once a year.
7. Institutes: These are professional development conferences for a variety of topics
   a. Faculty Leadership (primarily for AS Presidents or those planning to be one)
   b. Curriculum (CIC chair must attend)
   c. Career Education and Non Credit (Focused on CTE and non-credit curriculum)
   d. Part time (specially for part time issues and leadership development)
   e. Other timely topics: for instance, Guided Pathways institute, etc.
8. Note that conference materials for all ASCCC events are archived on the website.

Revision Date: Spring 2021