

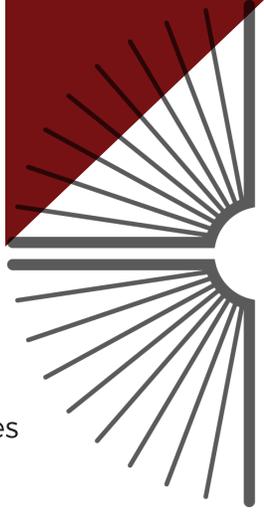


# Report on League Engagement of California Community College Caucuses

## About This Report:

The Community College League of California (League) is committed to promoting the engagement of all community college trustees and CEOs in order to reflect the diversity of California's community colleges. Toward that end, the League has prioritized collaboration and support of the caucuses whose purpose is to present yet one more opportunity for college leaders who share common interests or characteristics to connect with one another and advance a common mission.

The report outlines the ways in which the League is enhancing engagement and supports the independent efforts of California community college caucuses. Our efforts are centered around a longstanding commitment to provide leadership in education development of community college governing board members, chief executive officers (CEOs) and staff to ensure continued strength, diversity, vitality and effectiveness of colleges' education programs and services.



## California Community College Caucuses:

The League recognizes that the role California Community College (CCC) caucuses play in growing and enhancing educational and professional development opportunities for diverse groups within the community college system is critical. Providing a forum for caucuses allows for collaborative discussions and the tackling of specific challenges faced by represented groups. The following is a list of CCC caucuses:

1. African American California Community College Trustees (AACCT)
2. Asian Pacific Islander Trustees & Administrators Caucus (APITA)
3. California Association of Latino Community College Trustees and Administrators (CALCCTA)
4. California Community Colleges Veterans Caucus (CCCVC)

### CCC Caucuses Structure:

The CCC caucuses share the following organizational structure characteristics.

- Leadership is composed of California Community College Trustees, CEOs and staff.
- Driven solely by volunteer membership, member roles and responsibilities include:
  - Championing various causes and seek policy changes
  - Conducting business meetings and electing officers
  - Crafting and organizing agendas, meetings and/or conference calls
  - Establishing membership dues and recruit new members
  - Managing administrative functions of the caucus
  - Researching and analyzing information to support caucus goals



## **The League – Caucus Relationship:**

Caucuses within the community college system are self-governing and thus independent of the League. This allows them a unique voice and the ability to advocate on behalf of their membership and to take independent positions on ideas, legislation, and budget proposals, which may sometimes differ from those taken by the League. It also facilitates efficiency and direct caucus-to-caucus-member communication and action. Maintaining a separate organizational identity from the League helps ensure caucuses represent their membership as effectively as possible. This includes branding and promotion of the caucus and its activities.

## **League’s Support and Engagement of Caucuses:**

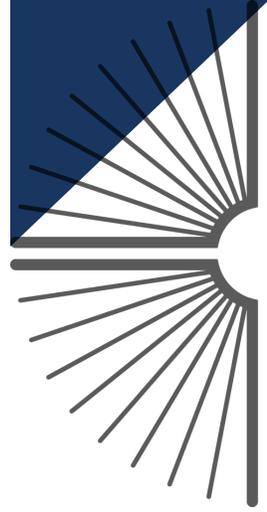
League’s Support and Engagement of Caucuses: The League supports CCC caucuses in many ways, ranging from opportunities to recruit members, and arranging space for in-person meetings, to acting as fiscal agent. While the League is unable to provide dedicated administrative support, it has designated a main point of contact for caucuses at the League, and is honored to support caucus activities in the following ways:

### **Event Related Support**

- Arrange space for caucus receptions or meetings at already existing League events permitting space is available. Caucuses recognize that if an extra facility charge is incurred as a result of securing the space, the caucus is responsible for the additional fee.
- Provide logistical assistance with hotel/venue on behalf of the caucus.
- Promote caucus meetings, events and activities at events via:
  - Providing signage
  - Publishing caucus branding & information in conference programs
  - Displaying activities on electronic reader-boards at venues
  - Mentioning caucuses on convention opening video
  - Mentioning caucuses on PPT slides the first two days of Annual Convention
  - Including information in the Annual Convention, Trustees Conference and Legislative Conference apps

## Program Development

The League offers to each caucus one (1) seat on the Advisory Committee on Education Services (ACES), the planning body for educational and professional development programs. This is a significant engagement allowing for contribution of topic ideas for the Annual Trustees Conference and the Annual Convention, among a number of other programs under the purview of the ACES committee. It is the responsibility of the caucus to designate a representative that will serve on the ACES committee, bring caucus ideas and priorities to the discussion, and report back to caucus leadership. For further information on the ACES committee, please contact the League's Director of Education Services and Leadership Development, Carmen Sandoval at [csandoval@cleague.org](mailto:csandoval@cleague.org).

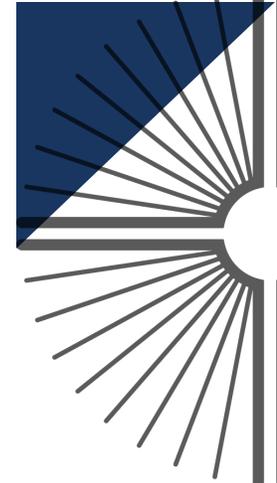


## Annual Convention

To provide a variety of engagement opportunities at the Annual Convention, the League has developed the four options below. Caucuses may select any option jointly or may select different options to best suit their particular needs. For option #2, the League would be eliminating sessions to help better incorporate caucus activities into convention programming. Caucuses are not obligated to commit to any of the choices below. As different opportunities arise, the League will work with the caucuses to best adapt to those changing opportunities.

### Caucus Meeting Options:

1. Wednesday caucus pre-conference or session- If the caucuses chose to hold a pre-conference, or a session, the League can arrange space that would be available all day. This kickoff event to the Annual Convention would allow a day dedicated to and focused entirely on caucus activities, and could include a notable speaker focused on caucus priority issues.
2. Staggered caucus sessions on Friday - Individual caucus business meetings would be staggered throughout the concurrent sessions on Friday. This would ensure that individual caucus meetings do not overlap, but they would compete with sessions that caucus members may wish to attend.
3. Dedicated caucus time on Friday - From 4:15pm - 5:15pm rooms would be made available for individual caucus business meetings. Although these would be concurrent, they would be in the middle of convention and thus more incorporated into the programming as dedicated caucus time.
4. Saturday caucus lunch - A dedicated caucus lunch space would be set-up well in advance of the conclusion of the closing general session. Caucus meeting attendees would grab their lunch and proceed to the caucus lunch meeting.



## **Equity Summit**

The League invites caucuses to offer recommendations on issues to address at the Equity Summit. The League is especially interested in ideas that deepen institutional strategies, shape actions, and formulate solutions that can be used by trustees and CEOs.

## **Fiscal Support**

At the request of a caucus and upon signing of an MOA, the League can serve as the caucus's fiscal agent. The MOA outlines the terms and fee structure associated with the fiscal work done by the League on behalf of the caucus. This includes the management of funds, maintenance of fiscal records and abiding by League procedures regarding revenue and disbursements. For those caucuses that have signed an MOA, the League will create online forms so that caucus membership payments made via credit card can be processed directly through the League's online portal. It is the responsibility of the caucus to provide the League with any updates to its membership fee structure.

## **Communication**

Website: The League's website [ccleague.org](http://ccleague.org), under the resources category, currently lists all caucuses and their leadership and links to any existing individual caucus websites. [Ccleague.org](http://ccleague.org) will undergo a significant redesign in the near future, and the League will work with each caucus to ensure that pertinent content is included.

The League's intent is to keep open and clear channels of communication between the League and the CCC caucuses while remaining abreast of caucus priorities and concerns. For any inquires please contact Agnes Lupa, Member Resources Associate, at [agnes@ccleague.org](mailto:agnes@ccleague.org).

## **Advocacy**

One of the central goals of the League is to unify the advocacy voice of California community colleges and as such the League works closely with CCC caucuses. The caucuses bring together supportive legislators from across the state to support legislation that creates positive community college policy. Caucus members are encouraged to work with the League Government Relations team as legislative priorities are developed. The League actively engages caucus members to encourage a cohesive message and advocacy strategy.