



## Chair of the AB928 Associate Degree for Transfer Intersegmental Implementation Committee

### **Overview:**

#### *Legislative Requirements:*

- *“The first chair of the committee shall be the representative from the Office of the Chancellor of the California Community Colleges and shall serve a two-year term.*
- *Following the first chair’s two-year term, the committee shall elect a chair from its members to serve a two-year term. A member shall not serve consecutive terms as chair of the committee and the position of chair shall rotate among the members of the committee.”*

#### **ESTABLISHMENT AND CHARGE OF THE COMMITTEE**

The [Assembly Bill No. 928](#) Student Transfer Achievement Reform Act of 2021 established, until July 1, 2025, the Associate Degree for Transfer Intersegmental Implementation Committee (hereafter “AB 928 Committee”) to serve as the primary entity charged with the oversight of the Associate Degree for Transfer (ADT).

### **Responsibilities:**

- Collaborate with Sova to set strategic direction, design meeting content and ensure the Committee meets legislative requirements;
- Chair each public meeting, including preparation and debrief activities such as reviewing facilitation plans and slide decks ahead and follow-up tasks after;
- Review key artifacts such as committee recommendations;
- Meet with Sova for at least two hours per month through ad hoc and regularly scheduled meetings; and
- Be available to Sova and fellow Committee members for ad hoc consultation.

Note: Chair must make use of their own resources for administrative and staff support.

### **Sova supports:**

- Collaborate with the Chair to set strategic direction, design meeting content and ensure the Committee meets legislative requirements;
- Produce slide decks, facilitation plans and agendas for each public meeting;

- Work with the Foundation for California Community Colleges to provide meeting logistics and design supports;
- Schedule committee meetings and strategy sessions;
- Develop agendas for and facilitate strategy and debrief sessions with the Chair;
- Draft meeting minutes and committee recommendations;
- Manage public distribution of meeting notices, materials, announcements, etc.;
- Send meeting announcements and communications to the membership; and
- Manage the AB928 website.

**Term:** Two-year chair term, July 1, 2024 – June 30, 2026. (Note: Technically, AB928 establishes the Associate Degree for Transfer Intersegmental Implementation Committee “until July 1, 2025,” and simultaneously calls for the Committee to “elect a chair from its members to serve a two-year term” in 2024. Sova will work with the new Chair to determine the best way forward for the AB928 Committee following July 1, 2025.)

**Meetings:** The AB928 Committee anticipates holding five public meetings in 2024 and (at least) two public meetings in 2025. Per Bagley-Keene requirements, all meetings will be held in-person. Additional internal planning meetings are anticipated (such as on a bi-weekly basis with Sova), unless otherwise determined necessary.

**Compensation:** Chair serves without compensation.