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3 AB928 Associate Degree for Transfer Intersegmental Implementation Committee
4 Expectations and Norms for November 30, 2023 Meeting

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INTRODUCTION

7 The AB928 Associate Degree for Transfer (ADT) Intersegmental Implementation
8 Committee (hereafter “AB928 Committee” and/or “Committee”) is charged in 2023
9 with making recommendations in three areas:

10 Goals: Identifying annual goals for increasing transfer rates in California and
11 closing racial equity gaps in transfer outcomes to be adopted by the state.

12 STEM: Proposing a new unit threshold for STEM degree pathways that meet the
13 requirements for admission to the California State University and the University
14 of California.

15 Reengagement: Reengaging ADT earners who do not transfer or apply for
16 transfer into a four-year postsecondary educational institution.

17 At the November 30, 2023 meeting, the AB928 Committee will vote on its
18 recommendations in these areas. In advance of that meeting, this document is
19 designed to remind the Committee of its Expectations for Engagement and
20 Community Agreements, as described in the Committee’s charter, and outline some
21 norms and expectations for the November 30, 2023 meeting.¹

22 ¹ The AB928 Committee’s charter can be found on its website at
23 <https://www.ab928committee.org/meetings/october-13-2022>

24 EXPECTATIONS FOR ENGAGEMENT AND COMMUNITY AGREEMENTS:
25 ADAPTED FROM THE AB928 COMMITTEE CHARTER

26 Expectations for Engagement

27 Members are expected to:

- 28 ● Participate in all meetings. Proxies or replacements to act as a committee
29 member will not be allowed;
- 30 ● Review materials (e.g., emails and pre-reading) ahead of meetings and respond
31 as requested in a timely manner;
- 32 ● Actively engage in discussions during meetings;
- 33 ● Participate in work groups as needed;
- 34 ● Adhere to all state and federal laws, in particular the Bagley-Keene Open
35 Meeting Act; and
- 36 ● Honor community agreements.

37 Community agreements:

- 38 ● Work collaboratively in support of the committee's intended outcomes and with
39 a student-centered orientation;
- 40 ● Stay engaged, be curious;
- 41 ● Speak your truth...and then listen for real;
- 42 ● Honor the expertise & experience of all group members;
- 43 ● Lean into and reflect on discomfort;
- 44 ● Be kind and accountable; and
- 45 ● Take responsibility for the quality of conversation.

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47 MEETING NORMS AND EXPECTATIONS FOR NOVEMBER 30, 2023

48 The November 30, 2023 AB928 Meeting will be used to vote on the Committee's
49 recommendations (the Committee will vote on the recommendations, not on the
50 report). Sova and Chair Lowe seek to ensure this meeting is productive and functions
51 smoothly, and we ask your assistance in making that happen by respecting these norms
52 and expectations.

- 53 ● During the meeting, each Committee member will respect the Community
54 Agreements.

- 55 ● Each Committee member will have received the Committee’s recommendations
56 and report as a public document ahead of the meeting. Each Committee
57 member is expected to read the recommendations and come prepared to
58 discuss them and vote during the meeting.
- 59 ● The Chair and facilitators will allocate time to each discussion and seek to keep
60 to time. As a reminder, if a recommendation has not been modified, your vote
61 will be documented.
- 62 ● Committee members can make a motion to amend specific recommendations.
63 ○ Please submit amendments to Sova before November 28, 2023 via email
64 to leslie.fischbeck2@sova.org so we can put them on a screen for your
65 colleagues to digest. If amendments are not submitted in advance, it will
66 greatly slow down the November meeting, requiring word-smithing, etc.,
67 in real time.
- 68 ● If a motion to amend does not receive a second, it does not advance to a full
69 vote.
- 70 ● All votes will be publicly recorded. Committee members can vote in favor, in
71 opposition, or abstain to vote.

72 Details about the AB928 Committee, including its meeting agendas and materials, can
73 be found at its website: <https://www.ab928committee.org/>

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