

Location: Los Rios District Office  
April 7<sup>th</sup>, 2015, 3:00-5:00

## AGENDA

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| <b>Preliminaries</b><br>10 Minutes                  | <ol style="list-style-type: none"> <li>1. Call to Order <ul style="list-style-type: none"> <li>• Approval of the Agenda</li> <li>• Announcements</li> <li>• Approval of the March 3<sup>rd</sup> &amp; 17<sup>th</sup> minutes</li> <li>• Public Comment Period (3 minutes per speaker)</li> <li>• Introduction of Guests</li> </ul> </li> </ol>  |
| <b>Decision Items</b><br>15 minutes<br>(per item)   | <ol style="list-style-type: none"> <li>2. LMS Work Group &amp; Ed Tech “Academic and Professional” Items</li> </ol>   |
| <b>Discussion Items</b><br>30 minutes<br>(per item) | <ol style="list-style-type: none"> <li>3. Underage Students in Class <ul style="list-style-type: none"> <li>• LRCCD <a href="#">Policy 2210</a> &amp; <a href="#">Regulation 2210</a></li> <li>• <a href="#">AB 288 College and Career Access Pathways Act</a> (Holden, 2015)</li> </ul> </li> <li>4. Statements of Faculty Ethics <ul style="list-style-type: none"> <li>• <a href="#">ARC</a> (pg 477), <a href="#">CRC</a>, <a href="#">FLC</a> (pg 58), <a href="#">SCC</a></li> <li>• Task force on Academic and Professional Email Expectations</li> </ul> </li> <li>5. Items from College Senates &amp; District for DAS consideration.</li> </ol> |
| <b>Reports</b><br>5 Minutes<br>(per Report)         | <ol style="list-style-type: none"> <li>6. Meeting with Associate Vice-Chancellor Benson</li> <li>7. DCCC Report (Corbin)</li> <li>8. District Matriculation (Degn)</li> <li>9. Ed Tech (Beyrer)</li> <li>10. ASCCC (Crump &amp; Braden)</li> <li>11. LRCFT (Perrone)</li> </ol>   |

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| <b>Future Events</b> | <ol style="list-style-type: none"> <li>1. Los Rios Board of Trustees Meeting, April 9<sup>th</sup></li> <li>2. ASCCC Plenary, April 9-11</li> <li>3. DAS Meeting, April 21<sup>st</sup>, 3:00-5:00</li> <li>4. DAS Meeting, May 5<sup>th</sup>, 3:00-5:00</li> <li>5. Los Rios Board of Trustees Meeting, May 13<sup>th</sup></li> </ol> |
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| <b>Future Agenda Items</b> | <ol style="list-style-type: none"> <li>1. Academic and Professional issues with Publisher Course Packs</li> <li>2. Distance Education Ed. Plan for District</li> <li>3. Student Success and Support Program Assessment group</li> </ol> |
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### California Title V §53200 “10+1”

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation process.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.



**Los Rios Community College District  
District Academic Senate  
2014-2015**

District President..... Kale Braden  
 ARC President ..... Tony Giusti  
 CRC President ..... B.J. Snowden  
 FLC President ..... Carlos Lopez  
 SCC President..... Ginni May

## Supporting Documents

### Item 2: Draft change to Ed Tech committee structure Language.

LOS RIOS COMMUNITY COLLEGE DISTRICT			
DISTRICT COMMITTEE MEMBERSHIP			
2014-2015			
EDUCATIONAL TECHNOLOGY COMMITTEE			
<i>Purpose: To discuss and make recommendations on district-wide issues and initiatives related to educational technology, broadly defined as classroom, laboratory or faculty computing; classroom multi-media, and distance education (Regulation 3412).</i>			
<i>Reporting Structure: Recommends to District Academic Senate on academic and professional matters and to the Chancellor on all other matters. Committee members are responsible for providing regular committee updates to their constituency groups and to soliciting input for use by the Educational Technology Committee as requested by the committee co-chairs. The co-chairs will post electronic committee notes or minutes on a regular basis.</i>			
<i>Terms of Office: <del>Most membership has been stable and has not been appointed annually.</del> <u>The faculty co-chair serves two academic years (6/1-5/31). Rotation by college*.</u></i>			
<i>Meeting Schedule: Once a month; 4th Thursday (September through May)</i>			
Membership	Site	Representative	Term
Vice Chancellor of Education and Technology is appointed by the Chancellor and serves as committee co-chair	DO	Sue Lorimer	
One (1) District Academic Senate representative appointed by the District Academic Senate President and serves as committee co-chair	DAS	Greg Beyrer	
Four (4) instructional development/distance education <u>faculty</u> coordinators, one (1) from each college appointed by the District Academic Senate President. <u>If the instructional development/Distance Education coordinator is serving multiple roles on this committee, then a faculty designee should be appointed.</u>	ARC	Alice Dieli	
	CRC	<del>unappointed</del>	
	FLC	Zack Dowell	
	SCC	Daniel Gilbert-Valencia	
Four (4) college <u>faculty</u> technology committee chairs or their designees, one (1) from each college appointed by the District Academic Senate President.. <u>If the technology committee chair is serving multiple roles on this committee, then a faculty designee should be appointed.</u>	ARC	Petr Lensky- Classified Staff	
	CRC	Greg Beyrer	
	FLC	Zack Dowell	
	SCC	Kandace Knudsen	
Eight (8) at-large faculty members, two (2) from each college, appointed by the District Academic Senate President	ARC	Marsha Reske	
	ARC	Tak Auyeung	
	CRC	Markus Geissler	
	CRC	Jena Bills	
	FLC	Jennifer Kraemer	
	FLC	<del>unappointed</del>	
	SCC	Patricia Jenkinson	
	SCC	Sheley Little	
Four (4) college administrators, one (1) from each college, appointed by the college President	ARC	Ken Kubo	
	CRC	S. McGloughlin	
	FLC	Gary Hartley	
	SCC	Elaine Ader	
One (1) college IT representative, appointed by the colleges in two-year rotation cycle (ARC, CRC, FLC, SCC)	Rotates	Tim Hixon	

Two (2) District IT representatives, appointed by the Vice Chancellor of Education and Technology	DO	Steve Bowles	
	DO	Doug Meline	
One (1) representative appointed by the Los Rios College Federation of Teachers.	LRCFT	unappointed	
*ARC 2021-2023			
CRC 2015-2017			
FLC 2017-2019			
SCC 2019-2021			

**Item 3: Proposed committee structure for LMS Workgroup.**

This work group is defined in proposed Board Regulation 7145 4.1.1:

- 1.1.1 The district-wide learning management system platform shall be recommended by an Education Technology Committee a learning management system -work group that includes representatives from the Education Technology Committee, College Academic Senates, LRCFT, College Administrations, and the District Information Technology Department.

Proposed language change:

- 1.1.1 ~~The A~~ district-wide learning management system platform shall be recommended by an Education Technology Committee a learning management system ~~-the Learning Management System~~ work group that includes faculty -representatives from the District Academic Senate, the District Curriculum Coordinating Committee, the District Matriculation and Student Success Committee, the Education Technology Committee, College Academic Senates, and LRCFT. The workgroup also has representation from; College Administrations, ~~and~~ the District Information Technology Department, and District Fiscal services.

See next page:



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**LOS RIOS COMMUNITY COLLEGE DISTRICT**

**DISTRICT COMMITTEE MEMBERSHIP**

**2015-2016**

**LMS Workgroup**

*Purpose: To discuss and make recommendations on district-wide learning platforms and tools. The platform(s) and tools shall allow the Colleges to meet the following federal, state, and accreditation requirements: access for students with disabilities, student authentication, college administrative oversight of the courses being taught, tools for regular substantive and effective faculty initiated contact with students, and FERPA protections for student data. The District shall be responsible for maintaining the approved platform and ensuring system patches and updates are applied in a timely fashion. (Regulation 7145).*

*Reporting Structure: Recommends to District Academic Senate on academic and professional matters and to the Chancellor on all other matters. Committee members are responsible for providing regular committee updates to their constituency groups and to soliciting input for use by the Educational Technology Committee as requested by the committee co-chairs. The co-chairs will post electronic committee notes or minutes on a regular basis.*

*Terms of Office: The faculty co-chair serves two academic years (6/1-5/31). Rotation by college\*.*

*Meeting Schedule: Once a month; 4th Thursday (September through May)*

<b>Membership</b>	<b>Site</b>	<b>Rep.</b>
Vice Chancellor of Education and Technology is appointed by the Chancellor and serves as committee co-chair	DO	
One (1) District Academic Senate representative appointed by the District Academic Senate President and serves as committee co-chair	DAS	
One (1) representative of the District Academic Senate appointed by the District Academic Senate President	DAS	
Four (4) faculty representing the District Curriculum Coordinating Committee appointed by the District Academic Senate President.	ARC	
	CRC	
	FLC	
	SCC	
Four (4) faculty representing the District Matriculation and Student Success Committee appointed by the District Academic Senate President.	ARC	
	CRC	
	FLC	
	SCC	
Four (4) faculty representing the Education Technology Committee appointed by the District Academic Senate President.	ARC	
	CRC	
	FLC	
	SCC	
Four (4) college administrators, one (1) from each college, appointed by the college President	ARC	
	CRC	
	FLC	
	SCC	
Two (2) District IT representatives, appointed by the Vice Chancellor of Education and Technology	DO	
	DO	
One (1) representative of District Fiscal Service appointed by the Chancellor.	DO	
One (1) representative appointed by the Los Rios College Federation of Teachers.	LRCFT	

**Item 5: Proposed committee structure for LMS Workgroup.**

LRCCD [Board Regulation 2212](#):

1.4 College course work may include material of an adult/mature level, irrespective of the age of the student.  
Faculty will not be expected to alter or adapt the approved course material for a younger audience.

Resource document: [Minors on Campus](#) ASCCC Paper, 2006. Recommendations from that paper:

- 1) The Academic Senate for California Community Colleges should bring to the Consultation Council the recommendations of the 2003 Minors in Higher Education Task Force for review and consideration of further action (see Appendix B).
- 2) The Academic Senate should continue to work with the System Office on a legal advisory to clarify issues of liability related to having minors enrolled on campus.
- 3) **Districts should ensure that faculty are informed as to minors enrolled in their courses.**
- 4) Districts should provide mandated reporter training regarding suspected child abuse to all faculty.
- 5) Local senates should ensure that faculty are aware of current board policy regarding enrollment of minors and the authority of the instructor in the classroom.
- 6) Local Senates should work with the governing boards of their colleges to develop clear policies for the enrollment of high school students and other minors in college courses. Such policies should make clear the possible limitations on enrollment, the right of the instructor to refuse to accept a minor in the course, rights of the parent to student records, and the fact that the minor is entering an adult environment and that curriculum and college processes will not be changed to accommodate the minor.

Sample Board Policy from Mt. San Antonio College: [AP 5011](#)

**AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students****References:**

Education Code Sections 48800, 48800.5, 76001, and 76002

The College authorizes the admission of 10-12 grade level minor students without high school diplomas, who can benefit from “advanced scholastic or vocational work.” Under special circumstances and with the appropriate approval, other under age students may be eligible for admission and enrollment. The responsibility to make the determination of the student’s preparation belongs to both the school district in which the student is enrolled and the College.

Authority to restrict the admission or enrollment of a special admit student in any session based on age, grade-level completion, current school performance or assessment and placement procedures in conformance with matriculation regulations and other course or program prerequisites, including disapproved courses for under age (minor) children, remains the prerogative of the College.

**Authority to restrict the enrollment of a special admit student in any class deemed educationally inappropriate for under age (minor) children the prerogative of the professor through a list of courses approved by the department.**



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All courses will be taken for college credit. The school of attendance maintains the right to apply course credit. The parent or guardian of a pupil not enrolled in a public school retains the ability to directly petition the Dean of Counseling for the pupil's special admission.

Students with a verifiable disability (verification to be provided by school of origin) may apply to Disabled Student Programs and Services for appropriate accommodations.