

LOS RIOS DISTRICT ACADEMIC SENATE (DAS)

Minutes

March 1, 2016

Los Rios District Office

| Roster | | | |
|--------------------------|-----|--|---------|
| DISTRICT ACADEMIC SENATE | | | |
| Ginni May | SCC | DAS President | X |
| Connie Zuercher | SCC | DAS Past President | |
| Dan Crump | ARC | DAS Secretary | X |
| Tony Giusti | ARC | AS President | X |
| Gary Aguilar | ARC | AS Vice President | X |
| Alisa Shubb | ARC | AS Secretary | Excused |
| Tressa Tabares | ARC | AS Past President | X |
| Julie Oliver | CRC | AS President | X |
| Shannon Mills | CRC | AS Vice President | X |
| Scott Crosier | CRC | AS Secretary | |
| Georgine Hodgkinson | CRC | AS Past President | X |
| Carlos Lopez | FLC | AS President | X |
| Paula Haug | FLC | AS Vice President | X |
| Francis Fletcher | FLC | AS Secretary | X |
| Troy Myers | SCC | AS President | X |
| | SCC | AS Vice President | |
| Steve Cirrone | SCC | AS Secretary | X |
| Bill Simpson | ARC | District Curriculum Coordinating Committee (DCCC) | X |
| Kandace Knudson | CRC | District Educational Technology Committee (DETC) | X |
| Kathy Degn | CRC | District Matriculation & Student Success Committee (DMSSC) | X |
| Robert Perrone | | Los Rios Colleges Federation of Teachers (LRCFT) | X |
| Guests: | | | |
| Ryan Cox | DO | Associate Vice Chancellor, Human Resources | X |

Preliminaries (10 minutes)

1. Call to Order---3:05pm

- Approval of the Agenda—approved.
- Announcements---May will be unable to attend the LRCCD Board of Trustees meeting on March 16. Oliver will represent DAS at the meeting.
- Approval of the February 16th minutes---approved by consensus.

- Public Comment Period (3 minutes per speaker)---none.
- Introduction of Guests---Ryan Cox

Decision Item (15 minutes per item)

1. District Strategic Plan – District-wide Charrette on April 5, 1pm-5pm.

It was noted that the time for the Charrette is the same time as the DAS meeting for that day. We will decide on the next DAS meeting on what to do on April 5th. There was also discussion on both the number, and selection, of faculty to attend the Charrette.

Action:

May will contact LRCCD Deputy Chancellor Sue Lorimer in regards to the faculty participation at the Charrette.

Discussion Items (15 minutes per item)

1. Faculty Diversity Internship Program (FDIP)---presentation by Ryan Cox

Ryan Cox, LRCCD Associate Vice Chancellor, Human Resources, provided information about the District’s FDIP.

- The program has been in operation for more than 20 years. Funding from state equity funds.
- Advertise in the summer---UC Davis, Sac State, and all around---use a variety of publications. “Come and get your feet wet.” Criteria---need to be within one year of achieving the Minimum Qualifications for the discipline.
- 100-200 applicants, about 40 are chosen
- Separated from the Sac State program---Community College Faculty Preparation certificate---about eight years ago.
- Most training is on Fridays or Saturdays. Match with a mentor, preferably a full-time faculty member, and then look for matches with a preferenced part-timer. It is up to faculty mentor on how much the intern will do in the classroom. There is a guide (developed in house) for mentors. DAS members noted that it might be good for department chairs to possibly be involved in the selection of mentors. The use of an evaluation process for mentors was suggested.

- Alumni of the FDIP include Tony Giusti (ARC Academic Senate president), BJ Snowden (past CRC Academic Senate president), and Whitney Yamamura (CRC VP, Instruction).

Action:

May will check with Cox about receiving a list of the publications in which the District advertises FDIP, a copy of the brochure sent to potential mentees, and a copy of the guide for mentors.

1. Common Assessment/Multiple Measures update

May gave an overview of the meeting on February 26 of faculty and administrators (most if areas of English, math and ESL) for all four colleges to discuss common assessment and multiple measures. One of the topics discussed was the observation that the use of high school GPAs (in appropriate courses) is more accurate than placement using assessment test. She commented on the need for communication to the college academic senates in regards to many of the issues---it is disconcerting that senates were not consulted about start dates for the colleges. At the meeting, Giusti asserted the right and responsibility of academic senates to be consulted on the process.

May met with Lorimer after the meeting. It was proposed to have a Senate-led District Common Assessment workgroup with faculty and administrator co-chairs with much of the work to commence in Fall (ESAs will need to be available if there is work during the summer). The workgroup come up with recommendations, which would be brought to DAS, who would make final recommendation. The purpose, meeting time, structure, and membership of the workgroup still needs to be determined. It was emphasized that meeting times need to be acceptable and appropriate for all members.

Lorimer would like Jamey Nye (LRCCD Associate Vice Chancellor, Education) to be the administrative co-chair. May suggested Josh Roberts (SCC English faculty and a member of the Steering Committee for the statewide Common Assessment Initiative) to be the faculty co-chair. .

Action:

May will contact Josh Roberts about being co-chair of the Task Force.

May will discuss with Lorimer about the number of faculty appointees from each college.

3. Dual Enrollment: AB 288

Haug, Lopez, and Myers are members of the District workgroup discussing dual enrollment. Lorimer asked colleges about the status of dual enrollment at each of the colleges---it was noted that the colleges are at different levels and stages.

Comment/Questions:

- Do we wish to expand the current requirements for advanced education to allow for more participation? AB288 is very permissive with the intent in enrolling more students. Workgroup needs to come up with numbers, e.g. age, GPA, unit cap.
- One of the focuses of AB288 is on career technical education (CTE) programs.
- If high school students take college courses, they have limited time for grade notation. There is the possibility that college career can be started with a poor college record.
- Need to get the research talking about success of high school students taking college courses while in high school.
- Is the workgroup asking for formal recommendations from the college academic senates? Is this a District decision about criteria? Or can each of the four colleges have different criteria? It was noted that current advanced education requirements are District-wide.

Action:

May requested that the Task Force work on guidelines---age, GPA, unit cap---to include in recommendations to be brought to DAS.

4. High Point/Financial Aid (Myers)

There are new guidelines regarding Federal financial aid and the District is concerned about compliance with the guidelines. Highpoint is a computer software system that monitors students' schedules to determine if the courses qualify for financial aid payment. It was discussed how students could be messaged/notified about this monitoring and the consequences of lack of course qualification for financial aid. It was also noted that both instructional and counseling faculty need to be educated about these guidelines.

Action:

Need to inform appropriate faculty, especially counselors, about the Federal financial aid guidelines and the use of Highpoint in compliance processes for the guidelines.

5. Open Educational Resources (OER): AB 798

May reported on the availability of financial incentives (up to \$50,000/college) for colleges to adopt OER textbooks and materials (as noted in AB798---College Textbook Affordability Act of 2015).

Action:

Crump to provide historical background from the District Textbook Affordability Task Force and also information about AB 798 and the incentive program.

6. MDRC---Accelerated Study in Associate Programs (ASAP)

May reported that a Basic Skills grant is available from the Chancellor's Office with the awarding of a potential \$1.5 million/college---the RFA (Request for Application) for the grant is due March 25. She noted that MDRC (Manpower Demonstration Research Corporation) will be assisting the District and Colleges with the RFAs.

Action:

Crump to provide information from the Chancellor's Office website about the RFA for the Basic Skill and Student Outcomes Transformation Program.

7. Equivalencies to Minimum Qualifications (Cirrone)

Cirrone provided a preliminary report from the workgroup.

Action:

Workgroup to develop language to ensure that LRCCD regulations are in compliance with Title 5.

8. Senate Reassigned Time

DAS had discussion about draft proposal developed by Giusti. It was also noted that the amount of reassigned time has not changed in almost 20 years.

Action:

May and Giusti to present proposal to Lorimer.

1. Meeting with Chancellor/Deputy Chancellor---covered in items above.
2. DCCC Report (Simpson)---See APPENDIX A.
3. DMSSS (Degn)---see APPENDIX B.
4. DETC (Knudson)---see APPENDIX C.
5. ASCCC (May)---reported on donation possibilities for ASCCC Foundation activities at the Spring Plenary Session.
6. LRCFT (Campus Presidents/Perrone)---no report.

Future Agenda Items

1. Recommendation from the Learning Management System (LMS) Workgroup

Future Events

- LRCCD Board of Trustees Meeting---February 17, FLC
- ASCCC Accreditation Institute, February 19-20, San Diego
- LRCCD Board of Trustees Meeting---March 16, CRC
- ASCCC Academic Academy, March 18-19, Sacramento
- ASCCC Area A Meeting, April 1, Butte College
- ASCCC Online Education Regional Meeting, April 8, San Mateo
- LRCCD Board of Trustees Meeting, April 13, District Office
- ASCCC Spring Plenary Session, April 21-23, Sacramento
- ASCCC CTE Leadership Academy, May 6-7, Anaheim
- LRCCD Board of Trustees Meeting, May 11, ARC
- LRCCD Board of Trustees Meeting, June 8, District Office
- ASCCC Faculty Leadership Institute, June 9-11, Riverside
- ASCCC Curriculum Institute, July 7-9, Anaheim
- LRCCD Board of Trustees Meeting, July 13, District Office
- LRCCD Board of Trustees Meeting, August 10, District Office
- DAS Retreat, TBD

Adjourned---4:52pm

APPENDIX A:

LRCCD DCCC Report to the District Academic Senate, March 1, 2016

1. Curriculum: All curriculum from the February 26 DCCC meeting was approved. New items and deletions have been forwarded to be put on the March 16 Board agenda.
2. Thematic Blocks: Phil Smith found a handful of thematic blocks that have no name but have courses in them. DCCC is working on naming those blocks.
3. SAG: The committee discussed prioritization of existing SAG requests.
4. New Families: DCCC had a first reading of proposed MUIVI course families. They also discussed whether MUP course families need to be created.
5. Area of Emphasis ADTs: Two TMCs were released in February for Area of Emphasis transfer degrees. Colleges should begin working on at least one of these degrees if they can.
 - Global Studies
 - Social Justice Studies

APPENDIX B:

LRCCD District Matriculation & Student Success Committee, Report to the District Academic Senate, March 1, 2016

Agenda Items from DMSSC meeting - Monday, February 22, 2016

Discussion items

- a. Final Report, Fall 2015 Online Orientation Work Group– V. Rosario

The work group reviewed content of the on-line orientation and incorporated suggested changes. This continues to be an on-going product for changes and improvements. Over 30,000 students have completed the on-line orientation to date.

- b. SSSP/Equity – Interest in a District Wide “kick-off” meeting

Purpose would be for Colleges to collectively discuss the progress and successes in the areas of both Student Services and Instruction. The Deans Council will create a time line for this meeting.

- c. Adult Education Grant update – S. Lorimer

Planning grants have been completed and are now in the implementation phase. The funding available was directed specifically to the K-12 sector. Program funds were directed in two different ways, to support programs that were continued in spite of prior year budget cuts and to create new or existing education consortium projects. Next major task will be to involve CC Faculty to identify appropriate College courses that could be used to establish a pathway between the adult ed programs and the CC programs.

d. LMS-Distance Education update – S .Lorimer

Interest seems to be in favor of adopting Canvas as the platform to be used since this will be the State adopted platform. Currently Canvas will be available to the CCC free of charge. Additional support/acceptance will be sought from DAS and local Senates as well. The on-line orientation will have to be “migrated” over to Canvas as it currently is housed in D2L. For a period of time we will be operating with both systems, D2L and Canvas, since not all uses can switch over at the same time. It has yet to be determine how much time it will take for faculty to switch systems and if there will be a need for overload to be offered during this transition time.

e. DMSSC – Committee Charge – All

A second reading of the updated DMSSC charge was completed and changes were incorporated. The document will be presented as an action item at our next DMSSC meeting. If approved the updated committee charge will then be presented to DAS for their consideration.

f. Math Course Repeatability – All and Pre-requisite Pilot Workgroup– C. Moreno

Tabled to next meeting.

g. New Standard Assessment Practices implementation Update (CAI) – All

CRC/SCC will be early adopters for Fall 2016 of new Assessment. FLC/ARC will implement at a later date. ARC staff present did request that ARC be included in the earlier adoption date, but it was not determined if there was still time to include them or not. There is an RP Group report (You Tube link will be provided electronically to committee) on Multiple Measures that members are encouraged to watch.

h. Accreditation Results – Items related to DMSSC

It was determined that there were no Accreditation findings that were directly related to DMSSC.

Next DMSSC meeting: Monday, April 18, 2016 - DO Main Conference Room

APPENDIX C:

Ed tech Meeting Report, Submitted to District Academic Senate

Ed Tech meeting 2/25/16

Jory Hadsell from the Online Ed Initiative presented an overview of the OEI and the benefits to Los Rios students if the district joins.

The LMS workgroup gathered feedback via surveys from faculty and students and will be meeting 3/10 to finalize recommendations to provide to the DAS.

Interesting stats from the Learning Management System Update: The numbers of faculty and students using D2L have increased over last Spring semester, not including late start courses.

Campus Works: The district has contracted with CampusWorks to perform an information technology audit. They will be visiting the district from March 28 – April 11 to look at Peoplesoft, LMS (they know we are looking at possibly changing our LMS), general technology, wireless access and IT staffing. The results of the surveys will result in a report that will be used in the technology plan.

There is concern among the LMS coordinators that there is no mechanism to vet new software for 508 (accessibility) compliance; the LMS and DE coordinators are not qualified to perform such analysis. Sue mentioned that this issue will be discussed again in future Ed tech meetings.