



**Los Rios Community College District
District Academic Senate
2017-2018**

DAS President Carlos López
 ARC President Gary Aguilar
 CRC President Shannon Mills
 FLC President Paula Haug
 SCC President Troy Myers

District Office
 Main Conference Room
 Tuesday, March 6, 2018
 3:00 pm – 5:00 pm

Approved Minutes

Roster			
Carlos Lopez	FLC	DAS President	X
Dan Crump	ARC	DAS Secretary	X
Gary Aguilar	ARC	AS President	X
Alisa Shubb	ARC	AS Vice President	X
Janay Lovering	ARC	AS Secretary	X
Tony Giusti	ARC	AS Past President	
Shannon Mills	CRC	AS President	X
Constance Carter	CRC	AS Vice President	X
Donnisha Lugo	CRC	AS Secretary	
Julie Oliver	CRC	AS Past President	X
Paula Haug	FLC	AS President	X
Tina Royer	FLC	AS Vice President	X
Francis Fletcher	FLC	AS Secretary	X
Troy Myers	SCC	AS President	X
Steve Cirrone	SCC	AS Vice President	X
Gayle Pitman	SCC	AS Secretary	X
Ginni May	SCC	AS Past President	X
Dyan Pease	SCC	District Curriculum Coordinating Committee (DCCC)	
Alice Dieli	SCC	District Educational Technology Committee (DETC)	X

Judy Mays	ARC	District Matriculation & Student Success Committee (DM&SSC)	X
KC Boylan	FLC	Los Rios Colleges Federation of Teachers (LRCFT)	X
Guests:			
Denise Castaneda	SCC	Reading Faculty	X
Jon Hanson	SCC	Reading Faculty	X
Makeba Rangel	SCC	Reading Faculty	X
Tracy Rauschkolb	FLC	Reading Faculty	X

Preliminaries

1. Call to Order at 3:06pm

- Introduction of Guests---guest noted they were attending to address Discussion Item #3
- Approval of the Agenda---approved.
- Announcements---none.
- Approval of the Minutes (February 20)---approved.
- Public Comment---none.

Information Items

1. Update on Policy Changes for Supplemental Questions on Faculty Applications (Lopez)

Lopez noted that he had been directed to request representatives from the Human Resources division (Victoria Rosario and Susan Slager) for a conversation about supplemental questions. Lopez reported that Rosario noted that the district has contracted with a law firm to review the issue of supplemental questions and she suggested that the conversation with DAS occur after the report from the law firm.

2. DACA Rapid Response Team Update (Lopez)

The Team is co-chaired by Lopez and Gabe Ross and meets the last Friday of each month (last one being February 23). They met at ARC and saw some of the efforts to serve undocumented students in the district. He noted that there is lots of “wait and panic” as March 5 was the deadline and nothing had been done yet by Congress. Lopez noted that the Los Rios Board of Trustees has two resolutions in support of DACA students, faculty and staff, and also that Temporary Protective Status is also in danger. He reminded us that Sandra Guzman had come to a DAS meeting and asked for DAS to request that the district be in compliance with AB 21. District doesn’t feel that they can do much more than they have done and that the next steps are up to those involved at the colleges. Faculty on Response Team felt that more could be done. They have created a chart including several pieces of legislation and identified what is happening and what isn’t, also identified contact people at each of the colleges.

3. Recap of Guided Pathways gathering on March 2

District is in a support mode and interested in hearing what each college is doing. The gathering was primarily a presentation with little time for questions. The next event is March 23---will include the same group plus department chairs. Guests will be Rob Johnstone and Kate McClenney.

Comments from attendees:

- All four colleges are in different places.
- Had been hoping was conversation instead of the presentation that it was.
- Brief time for questions. Good questions, but not so happy with the answers.
- What about reallocation of funding and positions? This was directed back to the colleges---those are their decisions to make. Funds are being distributed to the colleges as opposed to the regular practice of funds being allocated to the district and, from there, to the colleges.
- We will need a lot more student services support. Is the district going to offer anything additional? Unfortunate that the meeting was by invitation.
- Request that the March 23 be filmed for wider distribution.
- It was noted and shared that the ASCCC Area A meeting is also taking place on March 23, but that March 23 was the only date that Johnstone and McClenney were available.

4. LRCCD Technology Accessibility Compliance Review (Aguilar)

Aguilar had sent out information after the last DAS meeting. The task force now has a faculty representative from each college (he is representing DAS), plus the DE Coordinators.

The consultant had requested a random audit of Canvas; there is no desire on the part of the consultant to collect any information about teacher, students. Aguilar had request a student-only view of the Canvas pages, but the reply was that they need to look at previous time sessions, asked for read-only administrator status; but not look at material that is “under construction.” It was emphasized that there is the need to notify people know that this is happening.

Dieli noted that the websites have already been reviewed; in the reporting about the websites, one of the colleges challenged the results of the website audit.

An example was given of links to PDF materials which are not accessible. It was noted that there can be other ways to access the material.

Boylan---want to make sure that faculty are held harmless. There is the need for resources to meet the standards when deficiencies are noted. Trends will be shared. Problematic that website audit was done before MOU.

Decision Items - none

Discussion Items

1. AB 705 Implementation Support and Coordination Team Update (Lopez)

See May’s DMSSC report for details.

English is already incorporating changes (e.g. acceleration and co-requisites) in curriculum design.

GPA’s have been designated for English and charts have been agreed upon.

Math has requested that everyone take an assessment, which would not be used for placement, but, as an advisory for students to use.

In response to a question on whether GPA was being using as a single measure, it was noted that the district is considering overall high school GPA as one measure, GPA in math/English courses is considered to be another measure and GPA in a specific math /English course is another measure

Communication---how will students be informed? It was noted that much of this will through the Assessment Office; Melanie Dixon will be in charge of this.

Concern was raised about unprepared students (e.g. DSPS). If sections are cut, then it will impact unprepared students---we need to consider these populations. It was noted that there are also other possible un/underprepared populations---(e.g. ESL transition, long time since high school, dyslexia, DSPS). Our concern is that we don't want to turn our backs on students.

Next meeting will be next week, then monthly after that.

Is there any way that numbers of students can be shared so that we can schedule appropriate number of sections for each level? Suggestion to look at Chaffey College which has already done this. It was suggested to look at past data from Los Rios.

Possibly look at Chaffey who has already done this.

A suggestion was put forward to possibly hold back some FTE for late-start courses for students, but it was not well received.

It was also noted that the Chancellor's Office might have a model and colleges/districts would need to show why a specific model would be more appropriate. Something will be coming out this week, but not for Math.

2. Compensation for AB 705 Discipline Faculty Leads (Haug)

The senate presidents had a good discussion with Nye.

The district position from the district is that we don't have any money for this and to look at the Guided Pathways funds at the colleges. It was noted that the lead faculty involved with AB 705 are not always the same faculty related to Guided Pathways efforts at the colleges. Nye and his team (including AVC Montgomery and Dixon), along with Chancellor King and Vice Chancellor Matista, will be putting together a proposal relatively soon. It was emphasized that this should deal with what these faculty will do (or have done previously without compensation).

It was noted that our BOT supported AB705 and that they need to come through and give our faculty support.

3. District Graduation Requirements (Lopez)

There were two separate issues brought forward and discussed at the last DAS meeting through the reports of the academic senate presidents, the first from FLC and the second from ARC:

- 1) The graduation requirement for reading competency for the local associate degree, and
- 2) Possible inclusion of the CSU GE and IGETC patterns to satisfy the general education requirements for the local associate degree.

It was also noted that these discussions were prompted in part by Chancellor King in response to the funding formula in the Governor's budget proposal, which includes performance-based metrics (e.g. number of degrees awarded) and whether there are ways to encourage more students to get degrees (AA, AS, or ADT) from the colleges in the Los Rios District.

The guests at today's DAS meeting were reading faculty who were informed that a discussion on reading requirements would take place at the DAS meeting. They addressed some of the issues regarding the courses for reading competency, especially how the level of Los Rios courses compared to the reading competency requirements of other districts throughout the state, and provided comments to a document that had been distributed by a counseling faculty member at FLC about courses and programs that satisfy the reading competency for local associate degrees at California community colleges. It was noted that there are a variety of courses (and GE patterns, such as CSU GE and IGETC) at districts, with many of the courses having integrated reading and composition coursework in a course that might be identified solely as an English course. Discussion took place on how the Reading Competency Committee would review the current requirements, consider changes, report to the DCCC and then the DCCC would report to the DAS.

Discussion today was also on the possible use of the CSU GE and IGETC patterns to satisfy the GE requirements for the local associate degree in the Los Rios colleges. As noted in the ARC president's report, this is a recommendation in the most recent edition of the statewide Program and Course Approval Handbook (PCAH), pages 80-81---"that a student consider the most appropriate GE pattern for the student's intended goal with the advice from a counselor"---however, it was also stated that the PCAH does not actually make that particular recommendation.

http://extranet.cccco.edu/Portals/1/AA/Credit/2017/PCAH6thEditionJuly_FINAL.pdf

The discussion about graduation requirements for the local associate degrees was expanded when a DAS member explained that the one-unit physical education requirement was keeping a family member from earning a local degree. Discussion took place on the role of the DAS, the DCCC, and the competency committees, as well as discipline faculty regarding district-wide graduation requirements and the processes that need to take place of DAS to engage in such a discussion. It was recommended that the DAS follow their processes and request the academic senate presidents to bring the issues to their local academic senates. If two or more academic senates expressed interest in considering a change to district degree requirements, the DAS would then bring up the item for consideration. It was agreed that all discipline faculty where disciplines could be affected should be central to all conversations.

It was decided to address Issue #2 (CSU GE and IGETC satisfying GE requirement of the local degree) at this time, taking it back to determine interest from the local senates.

Action:

Local senate presidents to ask senates if they wish to explore the use of CSU GE and IGETC as satisfying the GE pattern for the local degree.

4. CCC Chancellor's Office Block Grant Survey (Myer)

Concern was expressed about a survey request from the state Chancellor Eloy Ortiz Oakley (dated February 21)---*I am asking for your input on another important issue. The Governor's 2018-19 Budget Act asks the Chancellor's Office to consult with stakeholders and develop a proposal for consideration within the May Revision that would consolidate categorical programs. My office has begun to reach out to stakeholder groups to help inform our perspective. The goal of this effort is to align the incentives for districts to focus on improving student success while providing districts with local flexibility to do so. I hope you will take the time to complete this short survey and share your thoughts and ideas on this very important issue.*

Several DAS members noted that they completed the survey (ended on March 4) and will be interested when the results are released and that DAS can have a further discussion. Myer noted that he participated in advocacy meetings yesterday with state legislators and staff (as part of the FACCC Advocacy & Policy Conference) and heard support for keeping programs such as CalWORKs, EOPS, and DSP&S as separate funding entities.

Reports

1.Meeting with Vice Chancellor
See Discussion Item #2

2.College Academic Senate President Reports
ARC---nothing to report

CRC---nothing to report

FLC---potential MOU with Sierra Nevada College (Nevada) to use some facilities

SCC---nothing to report

3. District Curriculum Coordinating Committee (DCCC) (Pease)---see Attachment A

4. District Matriculation & Student Success Committee (DM&SSC) (Mays)---see Attachment B

Mays provided detail from her notes that there have been discussions of the relevance of DM&SSC in the wave of some many initiatives such as Guided Pathways. In response to a question from DAS, Mays still sees need for this group to deal with policy issues regarding student success. It was emphasized that any discussion of changes to the charge, structure, etc. of DM&SSC will involve R-3412 of the District policies and regulations.

5. District Educational Technology Committee (DETC) (Dieli)—see Attachment C

6. Academic Senate for California Community Colleges (ASCCC) (May)---Area A meeting on March 23 (Merced College) and Spring Plenary Session from April 11-13 (San Mateo).

7. Los Rios College Federation of Teachers (LRCFT) (Boylan)---five issues that are subject to contract negotiation---1) dual enrollment (especially meeting MQs and teaching to the curriculum), 2) technology accessibility, 3) zero textbook costs---if there are with changes to scheduling of faculty, 4) inmate education, and 5) concept of mandatory training.

Future Agenda Items

1. Mobile Device Management

2. Professional Development

3. Online Education Initiative (OEI) Exchange Update (Dieli)

4. Update of Research into Noncredit Viability at LRCCD (Crump, May)

5. Discussion of Crosswalk Developed by DM&SSC

Future Events

Next DAS meeting – March 20, 3:00-5:00, DO

- LRCCD Board of Trustees Meeting, March 14, Cosumnes River College
- ASCCC 2018 Accreditation Institute, February 23-24, Anaheim
- ASCCC Area A Meeting, March 23, Merced College
- ASCCC 2018 Spring Plenary Session, April 12-14, San Mateo Marriott
- ASCCC 2018 CTE Leadership Institute, May 4-5, Southern California
- ASCCC Faculty Leadership Institute, June 14-16, Sheraton Park Hotel, Anaheim
- ASCCC Curriculum Institute, July 11-14, Southern California

Adjourned at: 5:04pm

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ATTACHMENT A:

DCCC Report to the District Academic Senate, March 6, 2018

1. **Curriculum:** All courses and programs and one program deletion on the February 23, 2018 DCCC agenda were approved. New courses, programs, and deletions will appear on the March Board of Trustees agenda.
2. **Competency Committees:** There is no report.
3. **New Designators/Thematic Blocks/Families:** New designator ESLA (ARC) with thematic blocks was approved. The committee completed first reading on PACT 430-439 thematic block (ARC) and ENGRD 90-99 thematic block (ARC). Both thematic block proposals will be voted on at our March 23rd meeting.
4. **Collaboration Requests:** PHOTO 370 and 372 collaborations were approved.
5. **SOCRATES Advisory Group (SAG):** The Socrates Advisory Group continues to work on important updates and fixes. The new PCAH classifications for programs pull-down menu will be updated in Socrates. Phil and the District IT folks continue to work on the issue that bumps SCC faculty out of Socrates. The next SAG meeting is on March 5, 2018 from 3:30 to 5:00 at the district office.
6. **District Report:** The PPC guideline has been approved. DCCC member were provided with the latest PPC list and formalized process document.
7. **Recommended Class Max on the COR:** This request from District Academic Senate is on hold while the district administration seeks to solve issues around the district by working with Deans and faculty.

Respectfully Submitted,
 Dyan Pease
 DCCC Chair

ATTACHMENT B:

District Matriculation & Student Success Committee, Report to District Academic Senate, March 6, 2018

- I. **AB 705 Update** – Some details regarding the work of the faculty discipline groups that are currently meeting as part of the AB705 Implementation and Support Team were provided. Given that faculty in math, English, reading and ESL are currently meeting and making decisions regarding the new placement process, there were many questions and much discussion about the communication to students that will need to change at each campus and at the District level regarding next steps after completing the application. There was a strong interest expressed by the group that communication needs to be clear and concise and not confusing to students.

- II. **DMSSC Chair for 2019-2021/Relevancy of DMSSC** – A new DMSSC chair is scheduled to begin July 1st and SCC is next in line to serve as chair. This announcement generated an extended discussion of the role of the Committee and its relevancy given all of the new initiatives in the California Community College system and their impact on college curriculum, governance and business practices. As an example, it was noted that as a result of the Student Success and Support Program, an orientation workgroup was convened several years ago to develop the online orientation; however, the workgroup had no avenue of communication to the Committee. More recently, a district wide workgroup formed to discuss the business practices and interventions for probation and dismissed students. This workgroup still meets but has no relationship to the Committee. It was noted that the current structure lends itself to conflict and confusion and the

following question was raised: Would it make more sense to have workgroups related to matriculation and student success report to a decision making body such as DMSSC?

It was also noted that the Committee should keep in mind that every college needs the ability to create processes that are unique to its needs. Guided Pathways, AB705, SSSP, Student Equity, etc. are all current initiatives which impact and inform the work of the Committee. Committee members agreed to continue the conversation on this topic at the next meeting focusing on how the Committee could function and be more relevant to the various initiatives currently in existence in California Community Colleges. The Committee plans to create a crosswalk to determine where the work of the committee intersects with the various initiatives and whether it makes sense for DMSSC to serve as a decision making body.

ATTACHMENT C:

Educational Technology Committee Report to the District Academic Senate February 22, 2018

Campus Updates

The virtual desktop project was discussed. The ISOs are ready to move forward with ensuring a secure environment for CRC's implementation but asked for the approval of Ed Tech. After a discussion of the concern for security as well as the positive benefits for student learning, the committee agreed that it is in the best interest of student learning that the project move forward.

OEI Course Exchange

Applications will be sent in to the OEI from each of the four college with approvals from the College Presidents, Instruction Officers, Student Services Officers, Technology Officers, Distance Education Coordinators, and Academic Senate Presidents. The District Information Technology team has been involved in supporting the effort since the beginning.

LMS Update

☐ The LMS stats show 55,018 students, 1,695 faculty, and 3,591 courses are now active in Canvas. Several LTIs are in process of being approved or activated including google apps, Wiley Plus, LibGuides (FLC), some pending FERPA review, Inquisitive and Webcom. Requests for additional functionality in Canvas include ARC (communication video collaboration tool) has been approved for three years, so the implementation team will be formed (the vendor will assist with the implementation). The funding for Blackboard ALLY, an online accessibility status checking tool, is in the last stages of approval at the urging of the college distance education and LMS coordinators and the support of the district information technology office and district LMS administrators.

☐ Student orientation was rolled out on January 10th with a goal of no more than two hours from the time a student uploads their application to when they can access the orientation.

☐ The faculty evaluation pilot (EvaluationKit) resulted in a 65% student response rate. Training for deans is taking place and the HR website has information available.

☐ Canvas Help data requests as of 2-21-18 include 20 emails, 365 online requests, and 1,232 phone calls to Canvas Help.

SEL/Course Schedule Software Update

☐ SEL – After going through the RFP process and interviewing vendors, it was decided that none of the SEL software vendors could provide a tool to meet our needs so that selection process has been put on hold. San Mateo CCD is

going through a similar RFP process for the selection of a SEL product and have asked us if we'd like to observe their process and/or provide input.

☑ Course Scheduling Software - Ad Astra was selected following the RFP process for the course scheduling software. The contract is being negotiated with the General Counsel, Albert Garcia, and Ad Astra. Representatives from Ad Astra will be at the district next week to begin the process to develop the implementation timeline.

Office 365 Migration

DOIT has had a successful pilot test with 20 accounts migrated and will roll out another 80 pilots (including the LMS Coordinators) by the summer. They will work closely with campus IT departments and will not impose Office 365 on anyone without consulting on timelines. It was noted that 50G of storage space per employee is available with Office 365.

Accessibility Task Force Update

CampusWorks is assisting with the task force and conducting an internal district accessibility audit. They noted that the main areas of concern are our websites, online classes, and administrative computing (PeopleSoft). The website assessment is complete, though the accuracy of the results were questioned by the group. The next phase will be a review of online classes in Canvas.

The next meeting is scheduled for March 22.