

**LOS RIOS DISTRICT ACADEMIC SENATE (DAS)**

**Minutes**

March 3, 2015

Los Rios District Office

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Roster			
DISTRICT ACADEMIC SENATE			
Kale Braden	CRC	DAS President	X
Connie Zuercher	SCC	DAS Past President	
Dan Crump	ARC	DAS Secretary	X
Tony Giusti	ARC	AS President	Excused
Gary Aguilar	ARC	AS Vice President	X
Alisa Shubb	ARC	AS Secretary	X
Tressa Tabares	ARC	AS Past President	X
B. J. Snowden	CRC	AS President	
Julie Oliver	CRC	AS Vice President	X
Shannon Mills	CRC	AS Secretary	
Carlos Lopez	FLC	AS President	X
Paula Haug	FLC	Vice President	X
Francis Fletcher	FLC	AS Secretary	X
Ginni May	SCC	AS President	X
Troy Myers	SCC	AS Vice President	
Steve Cirrone	SCC	AS Secretary	X
Kirsten Corbin	ARC	District Curriculum Coordinating Committee (DCCC)	X
Greg Beyrer	CRC	District Educational Technology Committee (DETC)	X
Kathy Degn	CRC	District Matriculation & Student Success Committee (DMSSC)	
Robert Perrone		Los Rios Colleges Federation of Teachers (LRCFT)	X
Guests:			
Kandace Knudson	SCC	Faculty DE Coordinator	X

**Preliminaries (10 minutes)**

1. Call to Order at 3:01pm

- Approval of the Agenda--hiring manual update
- Announcements--- FLC had an election for the position of Vice President (previous VP Lopez is President for this semester as previous President Brian Robinson assumed an interim dean position at the college). Lopez introduced Paula Haug as the new VP.

- Approval of the February 3<sup>rd</sup> minutes---approved.
- Public Comment Period (3 minutes per speaker)---none..
- Introduction of Guests---Kandace Knudson (SCC DE Coordinator).

### **Decision Items (15 minutes per item)**

#### 2. Regulation 7145 (Second Reading)

Beyrer emailed comments regarding the item (listed in italics below)

- *3.1 – This should read “each College” instead of “the College”*
- *3.1.4 – If each item on this list is “one or more of the following methods,” then the language “all hybrid and fully online courses” should be struck from this item*
- *4.1.1 – The ETC should be the LMS workgroup (this was what was in a prior draft), as its membership already includes representation from college academic senates, LRCFT, college administration, and district IT (we’re currently missing an LRCFT rep). Do we really need another workgroup when any recommendations will still have to run the gauntlet of the ETC, college senates, district senates, and whatever process the administrators have?*
- *4.1.1 – If the LMS workgroup is retained, then I suggest changing “College Academic Senates” to “faculty from all four Colleges appointed by the District Academic Senate president” so we explicitly preserve current practice regarding the appointment authority for district-wide faculty positions.*
- *4.1.1. – If the LMS workgroup is retained, should the membership count for each constituency be listed? Or should there be language like “faculty weighted”? One way or another it surely will be, but explicit language in the regulation will be nice.*

Other comments:

- ARC is concerned regarding the language about the choosing of platform(s) and implementation of the tools within a platform.
- Need for input from Curriculum on the Learning Management System (LMS) subcommittee.
- LRCFT is very concerned.
- Concern about District commitment and capacity in the implementation of Instructional Technology.
- Chancellor’s Cabinet (last Monday of March)---college senates can still make statements of support and concern.

- Common Course Management System (state OEI---Online Education Initiative)--- probably about two years before we can get into it.
- Are our colleges interested in the OEI Exchange? There is no formal statement from the District, adopted by OEI). DETC had a nice discussion about Canvas. Vice Chancellor Lorimer was clear to state that we wouldn't use Canvas until the LMS group (proposed in R-7145) had made a recommendation. The understanding is that Canvas is much easier to implement tools such as MyMathLab. Braden noted that the ASCCC has a resolution (12.04, Fall 2014) that calls for any savings realized from a switch to CCMS would be used for online faculty professional development.
- Section 4.1 (of proposed R-7145) states the possibility of more than one LMS, but 7.1 makes it sound like just one. Braden noted that District IT can only support one LMS and will be reluctant to support more than one LMS.
  - a. Supporting Document #1: Draft Language
  - b. Supporting Document #2: D.O. IT Data on non-D2L Sections

### **Discussion Items (15 minutes per item)**

3. Curriculum Distance Education Addendum changes in Socrates---DAS received a handout that had been distributed by the Socrates Advisory Group (SAG) to DCCC.

The changes to the DE portion were developed by a work group that includes curriculum chairs and DE coordinators from all four colleges as well as additional members of SAG.

The new screens for Distance Education in Socrates have been finalized and shared with DCCC. The curriculum chairs will take these changes to their local committees to verify the committees and DE subcommittees are okay with the changes. Once this has happened, the changes will go live though after the Board meeting on March 11th as there will be fewer courses in the process that will immediately be impacted. Each college will decide when to update the DE components of its courses.

4. District Food Services RFP Committee

LRCFT has concern that they are not involved in this discussion as raises in food prices is a mandated negotiation item.

It was also that there is a different perception (e.g. services and prices) about the current vendor between colleges and District Office (e.g. cost of a soft drink is \$1.00 at District Office and \$1.50 at the colleges). It was noted that any vendor would probably request a contract of exclusivity.

5. Senate Interests in D.O. technology committee structures

DECT---There is the need to clarify the categories of assignment to the committee, e.g. DE Coordinators are assigned to the committee. If a DE Coordinator is serving under another category, then an additional faculty member needs to be assigned to the committee.

Good to have additional input from faculty (besides DE Coordinators); need for perspective from student services faculty

LMS subcommittee---more interests for faculty, especially curriculum and student services issues (Student Success & Support Program).

Action:

Braden will use suggestions from DAS to revise the compositions of DETC and the proposed LMS subcommittee and bring back to a future DAS meeting.

## 6. Achieving the Dream (ATD)

A group of 30+ (including many DAS members) faculty, staff and administrators attended the annual Achieve the Dream conference in Baltimore. ATD is a membership group of 200+ colleges throughout the U.S. programs.

Comments/reactions:

- ATD is being used in states that have top-down management and right-to-work states.
- Many of the ATD colleges are smaller than the Los Rios colleges.
- Why not look at funding projects that we currently have that are successful?
- Ironically, ATD didn't effectively use data to show their success.
- ARC---not so much negative, as we are not sure. We can do it on our own, but we haven't.
- Data coaches, which a major component of ADT—many are retired administrators (why not retired faculty?)
- We are not keeping track of all the data that might be helpful.

## 7. DAS President 2015-2016

As stated in the DAS Constitution (Article V, sections 2 and 3), the office of DAS President is slated to be assumed by FLC. If FLC does not designate an appointment by April 1, then the position will rotate, then the office would go to SCC.

8. Items from College Senates & District for DAS consideration.

- Braden has made a request to Ryan Cox (Vice Chancellor, Human Resources) to open discussion of the Faculty Hiring Manual. Braden is requesting two faculty members from each college to serve on the task force. The timeline is to finish a revision by the end of Fall semester 2015.

Action:  
College senate presidents to send names to Braden.

- Minor students in colleges. (R-2212)

This item will be put on the next DAS agenda, then taken back to college senates.

**Reports (5 Minutes per Report)**

9. Meeting with Vice-Chancellor Lorimer

The college accreditation self-evaluations will be presented to the LRCCD Board of Trustees on May 13. There is an opportunity to place addendum. The ACCJC team visits will be October 5-8.

Adult Ed---the final report was turned in February 27. The Governor's Budget proposed \$500 million, with \$350 million of that for maintenance of effort.

10. DCCC Report (Corbin)---see Appendix A.

11. District Matriculation (Degn)---none.

12. Ed Tech (Beyrer)---none.

13. ASCCC (Crump & Braden)---Area A meeting at San Joaquin Delta College on March 27. Spring Plenary Session will be in Millbrae, April 9-11. Regional meetings on March 20---noncredit/curriculum (Foothill College) and distance education (College of San Mateo).

14. LRCFT (Perrone)---see Appendix B.

**Adjourned** at 4:52pm.

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**Future Events**

1. Los Rios Board of Trustees Meeting, March 11th
2. DAS Meeting, March 17th, 3:00-5:00
3. DAS Meeting, April 7th, 3:00-5:00
4. Los Rios Board of Trustees Meeting, April 9th
5. ASCCC Plenary, April 9-11
6. DAS Meeting, April 21st, 3:00-5:00
7. DAS Meeting, May 5th, 3:00-5:00
8. Los Rios Board of Trustees Meeting, May 13th

**Future Agenda Items**

1. Task force on Academic and Professional Email Expectations
2. Academic and Professional issues with Publisher Course Packs
3. Faculty Hiring Manual—substantive review
4. Distance Education Ed. Plan for District
5. Student Success and Support Program Assessment group



APPENDIX A:

DCCC Report to the District Academic Senate, February 3, 2015

1. Curriculum: All curriculum from the February 27 DCCC meeting was approved. New items and deletions were forwarded to put onto the March 11 Board Agenda.
2. SAG:
  - New to College and District courses: If a New to College course makes it to DCCC before the New to District course, the New to College will become New to District, and the New to District will become New to College. This will head off potential problems within Socrates.
  - Phil has created a list of courses that indicate TV (not Interactive TV) as a modality for DE; these courses will need to be revised as this modality sets up a correspondence course rather than a DE course with regular and effective contact.

### 3. Distance Education

- The changes to the DE portion were developed by a work group that includes curriculum chairs and DE coordinators from all four colleges as well as additional members of SAG.
- The new screens for Distance Education in Socrates have been finalized and shared with DCCC. The curriculum chairs will take these changes to their local committees to verify the committees and DE subcommittees are okay with the changes. Once this has happened, the changes will go live though after the Board meeting on March 11th as there will be fewer courses in the process that will immediately be impacted.
- Each college will decide when to update the DE components of its courses.
- The committee discussed developing a District-wide definition for “fully online” but decided not to; there is no consensus anywhere for what this term means. However, the committee discussed the need for clarity to students of the expectations of a course, such as proctored exams and on-site orientation. Sue Lorimer pointed out this is an issue for non-DE courses as well, such as those that have significant work on D2L, so there will be further discussion about how best to share such expectations with students.

### 4. Competency Committees:

The Math Competency Committee temporarily granted competency to MATH 121 (SCC) and ECON 310 (CRC). It also reported that in Spring 2016, it plans to re-evaluate all courses that have been granted math competency for two reasons: the change to MATH 120 as the standard for graduation (which happened a few years ago) and the change to the process for evaluating a course to only using the COR. DCCC discussed the problems with the temporary nature of the approval as well as the planned review. The DCCC Chair will follow up with the Math Competency Chair.

### 5. Course Designators and Thematic Blocks:

- DCCC approved a new thematic block in FITNS (ARC)
- DCCC approved a new form for designators and thematic blocks; curriculum chairs will make the form available to those at their colleges and include it in their curriculum handbooks.

### 6. Repeatability:

Faculty from the music departments and curriculum chairs met to discuss how to follow repeatability requirements for music courses; this was the first of what will be several meetings. Initial positions:

- MUIVI courses (except Applied Music) will be placed into families

- Push back to the state level on the limitations to ensemble classes. Some transfer universities (including CSUS) require music majors to be enrolled in an ensemble class every semester in college, but the repeatability language limits apportionment to four semesters.
- Repeatability has significantly impacted ensemble classes because community members, who mentor music majors and round out ensembles (thus providing a better learning experience for music majors), can no longer take the courses and be part of the ensembles. Some take part as volunteers.

## APPENDIX B:

LRCFT report to District Academic Senate, March 3, 2015

To allay any misunderstandings or quell unfounded rumors, I am submitting this report.

The administration is seeking assurance that distance education courses meet the ACCJC standard of “regular and substantive interaction between students and instructor,” particularly since the District will not receive funding for an online course that does not meet that standard. Additionally, the District faces the added consequence that students will not receive credit for having taken a course that fails to meet the standard. As a result, the District is determined to go forward with an audit to prepare for the fall accreditation visit, and to be certain that all faculty who teach distance education courses understand what the standard is and, more importantly, how to meet it.

Management does have the right to, among other things, “insure the rights and educational opportunities of students...” Discussions between LRCFT and the District have assured us that there is absolutely no intent to infringe on faculty academic freedom. However, to be certain, the MOU that the LRCFT is discussing with the District, relative to the impending audit, will protect faculty rights to the maximum extent possible. Among the elements of the MOU, are the following: auditors will be Los Rios management representatives with backgrounds in distance education (in order to avoid out of cycle performance review by faculty); a copy of the audit sheet will be shared with the faculty member whose online class was monitored; no negative audit will be used in any disciplinary process; and, faculty teaching an online course found to be out of compliance will be given support to correct any deficiencies so as to avoid having to relinquish any online courses in a subsequent semester.