LOS RIOS DISTRICT ACADEMIC SENATE (DAS)

Minutes

May 5, 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	X
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
B. J. Snowden	CRC	AS President	
Julie Oliver	CRC	AS Vice President	X
Shannon Mills	CRC	AS Secretary	X
Carlos Lopez	FLC	AS President	X
Paula Haug	FLC	AS Vice President	X
Francis Fletcher	FLC	AS Secretary	X
Ginni May	SCC	AS President	X
Troy Myers	SCC	AS Vice President	X
Steve Cirrone	SCC	AS Secretary	
Kirsten Corbin	ARC	District Curriculum Coordinating Committee (DCCC)	Excused
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:			
KC Boylan	FLC	LRCFT Chief Negotiator	X

Preliminaries (10 minutes)

Call to Order at 3:04pm

- Approval of the Agenda---approved.

- Announcements---none.

- Approval of the April 21st minutes---approved.

- Public Comment Period (3 minutes per speaker)---none.

- Introduction of Guests---KC Boylan, LRCFT Chief Negotiator.

Decision Items 15 minutes (per item)

2. Proposed DAS Constitution Change (second Reading)

Article V: Section 6

The President shall serve a term of office of two years, <u>beginning on June first</u>. ~~at the conclusion of the final regular meeting of the District Academic Senate in May.~~ The second year of the President's term is subject to confirmation by a majority vote of the members of the District Academic Senate. A confirmation vote will occur in April of the first year of a President's term. If not confirmed, the officers of the college academic senate in the current rotation will select a replacement.

Action: Approve the proposed change to the DAS Constitution

M/S/U

Discussion Items (15 minutes per item)

3. DE Course Audit---meeting on Friday with VC Lorimer. Still working on things.---there is not yet a report out to the individual faculty members teaching online sections on D2L on the level of contact ---high/medium/low.   Once individual faculty members have been informed, they will be asked to respond. It is expected that faculty with a low-risk reporting will be contacted within the next two weeks; a timeline has not be set to contact those faculty with medium and high risk reporting.   In addition to the faculty affected, both the LRCFT and deans will be notified on status---low, medium, and high. It has been noted in the MOU between the LRCFT and the District that faculty will not be reassigned from fall courses as long as they are working on a compliance plan.

DAS had a lengthy discussion about the number and frequency of contacts. Concern was expressed that colleges might not do appropriate compliance---there is talk about a compliance plan, but there is no standard for compliance. It was also noted that Professional Development funds (at both the district and local level) would be appropriate for developing training and strategies in order for faculty to be in compliance.

Boylan---two areas in which the union felt that the academic senates would need to be involved are 1) areas of contact, and 2) intervals of contact.

Boylan---LRCFT wants to work with DAS to develop the compliance plan format.

DAS asserts that Regular and Effective Contact (REC) is an academic and professional matter and that DAS and the local academic senates need to be consulted in the determination of REC.

> Action:
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> The Senate Union Joint Issues Committee (SUJIC) to will be called to work together to develop faculty components of the compliance plan.

4. IT Resource Allocation---Braden met with Lorimer, Doug Meline, LRCCD Associate Vice Chancellor, Information Technology, and Joe Carrasco, LRCCD IT Director, to discuss the allocation process. It was noted that the prioritization process has been a pilot for about four years and that there needs to be some conversations on how prioritizations are developed.

5. District wide coordinated Professional Ethics statement:

ARC---not interested in a district statement; support making college statement more prominent.

CRC, FLC, SCC---no interest

6. Hiring and Diverse Pools

What happens when the list of candidates to be interviewed as determined by a screening committee is not deemed acceptable by District HR? There were six instances of this occurring in the last round of hirings. Concern was expressed that they were sent to VPI and interview committee chair, who then decided how to proceed without consulting the committee.

7. Items of concern for 2015-2016 DAS---see "Future Agenda Items" listed below.

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

FLC---courses that have not been assessed; Administration is creating a list of courses to be deleted---Sunset List (subject to deletion).

Reports---(5 Minutes per Report)

8. Meeting with Vice Chancellor Lorimer---most of the discussion was about the DE Audit (as noted in item 3 above)

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

10. District Matriculation (Degn)---no report

11. Ed Tech (Beyrer)---Librarians Emily Bond (CRC) and Jeff Karlsen (SCC) made a presentation to DETC about a new Library Information System (LIS).

12. ASCCC (Crump & Braden)---no report

13. LRCFT (Perrone)---no report.

Future Events

1. Los Rios Board of Trustees Meeting, May 13th

2. Brian Robinson officially becomes DAS President, June 1st

Future Agenda Items

1. Follow-up of advanced education students. Braden noted that there will be a workgroup

2. Hiring Manual; including issues such as appointment of faculty to hiring committees; diversity of full-time faculty and diversity of interviewing pools

3. Institutional Effectiveness Partnership Initiative (IEPI) metrics/ceilings, especially on how this fits in with other student success initiatives---e.g. SSSP and student equity plans

4. Noncredit and adult education.

5. Orientation of new faculty

6. LMS Workgroup and resource allocation

7. Competency committees

8. Charges and makeups (reporting structure) of the senate-led district committees. Orientation of faculty committee members---recommendations need to come to DAS

9. Conversations about college senate constitutions and bylaws.

Adjourned---4:10pm

DAS extends congratulations and heartfelt thanks to Kale Braden for his two years of service as DAS President.

APPENDIX A:

DCCC Report to the District Academic Senate, May 5, 2015

1.   Curriculum: All curriculum from the May 1 DCCC meeting was approved. New items and deletions have been forwarded to put onto the May 13 Board Agenda.

2.   SAG: Phil has been working on the changes/modifications to the screens used by the Articulation Officers, but this work will have little impact on what developers or Curriculum Chairs see. One difference will be when developers submit a new request for articulation to a CSU or UC GE pattern, the outline will reflect this in the section titled "Relationship to Transfer Institutions."

3.   Competency Committees

There have been a few difficulties with the competency committees this year:

•   There has been confusion all year about who the members are for the competency committees, which has been due, in part, to the new process of using Google docs to keep track of committee appointments.

•   There has been difficulty getting members appointed to these committees.

•   The charge of these committees is very vague (for example, the purpose of the District Math Competency Committee reads, "Review competencies in math"), which has lead to some confusion about what the committees should be doing. There is some evidence that at one time the committees were asked to develop a list of their responsibilities or functions, but there is no final documentation of these functions. There does not seem to be consistency across the committees. For example, the Math Competency Committee sees that part of their charge is to regularly review courses which have already been granted competency to ensure they still cover the content necessary to meet the competency requirement, but the other committees do not do this.

As a result, DCCC sees a need to clarify the charge and reporting structure of the competency committees, review the membership (including what constitutes a quorum and what the minimum membership needs to be), and identify any support or resources these committees may need in order to fulfill their charge (such as training on reviewing courses using only the COR). These should be done as early as possible in the 2015-2016 academic year.

•   MATH 121 (SCC) has been approved for math competency.

•   At the February meeting, ECON 310 (CRC) was approved for math competency. However, upon further conversation with the MDCC, they had not reviewed the course against the rubric, so at its March meeting DCCC asked MDCC to review the course against the rubric. At the May meeting, MDCC reported that after that review, it found the course did meet competency. In between the approval and not approval, CRC's catalog was sent to print, so DCCC decided that ECON 310 (CRC) will meet competency for the 2015-2016 academic year. The course will not meet competency starting in the 2016-2017 academic year, but this gives a developer time to update the COR based on feedback from the MDCC.

4. Course Designators and Thematic Blocks:

- DCCC approved a new thematic block in BIOL (ARC).