

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

**Minutes**

May 3, 2016

Los Rios District Office

\*\*\*\*\*

Roster			
DISTRICT ACADEMIC SENATE			
Ginni May	SCC	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	X
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	X
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
K C Boylan	FLC	Los Rios Colleges Federation of Teachers (LRCFT)	X
Guests:			
Annette Barfield	SCC		X
Debra Crumpton	SCC		X
Marsha Reske	ARC		X
Alice Dieli	ARC		X

**Preliminaries (10 minutes)**

1. Call to Order---3:10am

- Approval of the Agenda—approved.
- Announcements---College Senate Elections for 2016-17 academic year

ARC—Giusti reported Gary Aguilar will be President, Alisa Shubb, Vice President, and Robin Reilly, Secretary. Giusti also gave thanks to Tabares for her nine years of service on DAS.

CRC---Oliver reported that Mills will be on Professional Development Leave for Fall 2016 and that Greg Beyrer will be serving as interim Vice President for the semester.

SCC---Myers reported that Cirrone will be Vice President and Gayle Pitman as Secretary.

- Approval of the April 19<sup>th</sup> minutes---approved.
- Public Comment Period (3 minutes per speaker)---none.
- Introduction of Guests---noted in Roster.

**DAS Senate President Confirmation Vote**---Article V, Section 6 of the DAS Constitution states that the second year of the DAS President’s two-year term needs to be confirmed by a majority vote of the DAS.

Action:

May was confirmed to serve the second year of her term as DAS President.

M/S/U

**Decision Item (15 minutes per item)**

1. Learning Management System (LMS) Workgroup Recommendation – Canvas

ARC---in support of the recommendation from LMS to adopt Canvas; CRC---support the full recommendation; FLC---in support of Canvas; SCC---Canvas and OEI.

At its meeting on March 10, 2016, the LMS Work Group unanimously recommends to the Academic Senates that:

1. The Los Rios Community College District join the California Community College Online Education Initiative and adopt Canvas as its next LMS.
2. The Los Rios Community College District request to be added to Cohort #3 Schedule/Timeline for Canvas adoption. (This timeline will require the District to start IT preparation in Summer 2016, initial faculty training and course migration in Fall 2016, and first enrollment of students in Spring 2017. All courses will need to complete migration to Canvas and all students be enrolled in Canvas for all Los Rios online, hybrid, and web-enhanced courses by December 2017 after which D2L will be discontinued.)

Motion:

To accept the recommendations of the LMS Work Group.

M/S/U Cirrone/Oliver

## 2. Equal Employment Opportunity (EEO) Plan

The item was moved to Discussion.

Ryan Cox, Associate Vice Chancellor, Human Resources, will provide May with a list of faculty appointees to the EEO Advisory Committee.

Lopez reported that the FLC Academic Senate has recommended that the list of protected categories include gender identity and gender expression, two categories that are noted in Article 18 of the LRCFT contract. There was unanimous support for the inclusion of this recommendation to the EEO Plan from DAS.

It was also noted that there needs to a broader description of the college EEO committee---they all have different names, i.e. Cultural Competency, Diversity, or Equity.

Action:

May to provide DAS input to Cox.

## 3. Senate Reassigned Time

Based on discussion with the college senate presidents, the proposed allocation will be 2.4 FTE each for ARC and SCC, and 2.2 FTE each for CRC and SCC.

It was noted on the proposal from the District that “each college will allocate re-assigned time as commensurate with responsibilities/duties of officers at each college.”

Action:

Motion to accept the District allocation of an additional 3.0 FTE for DAS and the college academic senates.

M/S/C 11-1-3

Action:

May will notify Deputy Chancellor Lorimer.

She will also note the possible need for stipends for work done by faculty during the summer on various district initiatives.

#### 4. Faculty Diversity Internship Program (FDIP)

May noted that she had received a communication from Associate Vice Chancellor Cox suggesting the formation of a District FDIP Steering Committee, with faculty representatives appointed by DAS.

DAS felt that there needs to be clarification on the role of faculty in the committee. It was also suggested that any such group be designated as a Task Force instead of Steering Committee (following District practices).

#### Action:

May was directed to request of Cox that a task force be formed, charged with the examination and evaluation of current faculty internship practices, and to make recommendations for the structure for FDIP in the District, with a goal of work to be done in the coming academic year for implementation of interns and mentors for the 2017-18 academic year.

May was directed to request a list of faculty who have served, or are currently serving, as mentors.

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

1. DAS Fall Retreat, August 26, location to be determined

2. Equivalencies to Minimum Qualifications – Update, R-5122

May reported on a message from General Counsel J P Sherry that some changes to Board Policies and Regulations will occur soon with more for the Fall semester.

May also reported that Cox informed her that he will sending a message to college administrators that all faculty hires need to adhere to the Minimum Qualifications process.

3. Financial Aid Implementation and High Point

Zuercher reported on faculty concerns raised in District meetings regarding to new Federal guidelines about financial aid and satisfactory completion of courses.

It was also noted that there is a need for representation from DAS in these meetings. It was suggested that May request that an appointee from DAS, plus a non-counseling faculty member from each college be included on the committee. It was also noted that college senate presidents need to contact faculty members currently on the committee for updates on the meetings.

Meeting dates are May 17, June 7, 21, July 12, 19, and August 2 (all currently from 1:30-3:00pm).

Action:

May will relate to Lorimer that the process needs to be more deliberate.

College senate presidents to request that college faculty appointees report back to them.

All DAS members to email May of availability to represent DAS at any, or all, of the meetings.

#### 4. Dual Enrollment – Update

May distributed minutes of the District meeting of April 26 on Dual Enrollment.

Concerns expressed by DAS members included the proposed minimum age of 14 and that there has been talk of “how to get around the MQs.”

#### 5. District IT Prioritization

Aguilar, Cirrone, Haug, May, Mills, and Knudson were at the meeting.

It was noted that there needs to be faculty representative from DETC (most likely the DETC liaison to DAS).

Concern was noted that District apparently only wants three faculty to sit on the prioritization group. Concern was also raised that the District does not appear to have the capacity to do many of the things on the prioritization list.

#### 6. LRCCD Technology Plan Steering Committee

May reported that the Steering Committee will be meeting on May 17, 3-5pm and that there will be several report-out session earlier that day

It was noted that there need to be two faculty from each college, plus a DAS appointee.

Current faculty members are Greg Beyrer (CRC), Crandley, Markus Geissler (CRC), Knudson (SCC), and May (DAS).

#### 7. District Strategic Plan – Draft

May will send when she receives the completed draft..

It was also noted that we need to have presentation from Administration on process for strategic plan at the Fall DAS Retreat.

### **Reports (5 minutes per report)**

1. Meeting with Deputy Chancellor Lorimer---most issues were covered in agenda items listed above. It was noted that the rosters of membership on district committees need to be updated. Lorimer noted that her assistant will work on that. May noted that she will be cc'ing college senate presidents on the minutes of district committees to inform them of issues being discussed.
2. DCCC (Simpson)---see Appendix A.
3. District Matriculation (Degn)---no report.
4. Ed Tech (Knudson)---see Appendix B.
5. ASCCC (May)---Aguilar (ARC) and Gayle Pitman (new SCC secretary) will be attending the ASCCC Faculty Leadership Institute from June 9 to 11. There will also be four faculty from FLC and two faculty from ARC attending the ASCCC Curriculum Institute in July.
6. LRCFT (Presidents/Perrone)---no report.

### **Future Agenda Items**

1. District Strategic Plan
2. Equivalencies to Minimum Qualifications---check on updates to LRCCD Policies & Regulations 5122 and 5123.
3. LRCCD Technology Plan
4. District IT Prioritization
5. DAS Fall 2016 Retreat

### **Future Events**

- 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**---5:21pm.

.....

Appendix A:

DCCC Report to the District Academic Senate, May 3, 2016

1. Curriculum: All curriculum from the April 29 DCCC meeting was approved. New items and deletions have been forwarded to be put on the May 11 Board agenda.
2. New Families: DCCC approved three new course families for applied music courses.
3. New DCCC Chair: In Fall 2016, it is CRC's turn to chair DCCC. Michael Lawlor has volunteered for the position and needs to be appointed.

Appendix B:

Ed Tech Committee Report to DAS, May 3, 2016

Highlights of the Ed Tech Committee meeting April 28, 2016.

Canvas conversion & faculty compensation:

Faculty mentioned the need for additional LMS support during evening weekend hours after the conversion and also training for students so they know how to use Canvas.

Sue Lorimer outlined potential ways of compensating faculty for the additional work needed to transfer their courses from D2L to Canvas—if that decision is made by the DAS. Options include establishing ESAs with a “base amount” according to the number of courses being transferred, Flex credit, or payment for attending a district or other accepted training course such as @One’s Canvas course. Lorimer asked for estimates from campuses of the numbers of faculty who would be likely to transition early, midway through, or late in the process of conversion; these estimates would help the DO plan for any such compensation plan. Collaboration with LRCFT during the next few months will outline a more specific plan for compensation. DE coordinators will be involved in that.

Los Rios App:

Joe Carrasco, IT Supervisor, presented the My Los Rios cell phone app for Android and Apple devices. The application provides some features of eServices such as viewing account activity, holds, grades, class schedule and account balance as well as purchasing books and getting directions to classes via Google Maps. The app has had a “soft” launch and will be updated to improve its functionality (including push notifications) later this summer.

Respectfully submitted,

Kandace Knudson

Distance Education Coordinator. Sacramento City College

District Education Technology Committee co-chair