# Los Rios Community College District
## District Academic Senate
## 2016-2017

DAS President ……………… Ginni May
ARC President ……………… Gary Aguilar
CRC President ……………… Julie Oliver
FLC President……………… Carlos Lopéz
SCC President……………… Troy Myers

**District Office**
Main Conference Room
Tuesday, December 6, 2016
3:00 pm – 5:00 pm

| Roster | | | |
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| **DISTRICT ACADEMIC SENATE** | | | |
| | | | |
| Ginni May | SCC | DAS President | X |
| Connie Zuercher | SCC | DAS Past President | |
| Dan Crump | ARC | DAS Secretary | X |
| Gary Aguilar | ARC | AS President | X |
| Alisa Shubb | ARC | AS Vice President | X |
| Robin Reilly | ARC | AS Secretary | X |
| Tony Giusti | ARC | AS Past President | |
| Julie Oliver | CRC | AS President | X |
| Greg Beyrer | CRC | AS Vice President | X |
| Scott Crosier | CRC | AS Secretary | X |
| Georgine Hodgkinson | CRC | AS Past President | |
| 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 |
| Steve Cirrone | SCC | AS Vice President | X |
| Gayle Pitman | SCC | AS Secretary | |
| Michael Lawlor | CRC | District Curriculum Coordinating Committee (DCCC) | X |
| Kandace Knudson | CRC | District Educational Technology Committee (DETC) | X |
| Judy Mays | ARC | District Matriculation & Student Success Committee (DMSSC) | X |
| | FLC | Los Rios Colleges Federation of Teachers (LRCFT) | |
| Guests: | | | |
| Sue Lorimer | DO | LRCCD Deputy Chancellor | |

## Preliminaries (10 minutes)

1. Call to Order at 3:09pm
- Approval of the Agenda---approved
- Announcements---
    - Oliver gave thanks to Beyrer for serving as VP while Shannon Mills was on leave.
    - IEPI Pathways workshop tomorrow.

- Approval of the November 15<sup>th</sup> Minutes---approved.
- Public Comment (3 minutes per person as time permits)
- Introductions of Guests

## Information Items (15 minutes/item)

1. Grant Awards---May reported that the mini-grants through the California) Futures Foundation were approved.  One grant does include faculty reassign time.  May emphasized that the Academic Senate must be consulted and informed from the beginning whenever a district or college grant is being considered---there is a need for the Senate to be involved in the design of any initiatives, programs, etc., not just the implementation.  The deadline for two larger grants is February 3.  May will send information to all DAS members.  Chancellor King will invite Brian Bedford, president of Align Capital Region, to a future DAS meeting.).
  College promise programs---$750,000 from Chancellor's Office.  The question is whether it will be a district or college grant.

## Reports (5 minutes/report)

1. Meeting with Deputy Chancellor
Canvas---LMS coordinators have shared that 30% of course offerings will be offered on Canvas for the Spring 2017 semester.
PPC (Program Placement Council)---membership consists of the college VPIs, DCCC chair, and a DAS representative.  There has been some ambiguity about the faculty involvement with PPC and it was decided that there needs to be a discussion in DAS, which will also need advice and recommendation from DCCC on charge and composition of the PPC.   Associate Vice Chancellor Jamey Nye (PPC chair) specifically asked for updating of the guidelines to involve faculty and the need for dialogue.  It was noted that the PPC meeting schedule had been irregular in the last several years, but there will now be more of a regular meeting schedule.
Need for involvement of faculty in CTE initiatives.
Technology Plan---Lorimer expressed concern that there is not consistent roll-out throughout the document.  It was noted that there needs to be more of a clarification of timeline for faculty feedback to the document.  The process had grown longer, but there is still a deadline for the Board of Trustees meeting in February.  The Technology Plan needs to be written to follow the District Strategic Plan, which was approved in May 2016.  It was noted that there was less activity on the Plan during the summer and there has been a delay in getting some sections completed during the Fall semester.  May is providing Lorimer with input that she has already.  Any further input needs to be given by January.
Common Assessment Initiative (CAI)---the intent is to transfer from a short-term workgroup to longer-term one.  May will be working with Mays on this.

2. College Academic Senate Presidents
FLC---the Senate recently approved the college mission and vision statement and they have been forwarded to the college president.  Discussion and writing of the strategic plan will start in early 2017.
ARC---the college Professional Development Coordinating Council had discussions on whether there was a district-wide professional development committee. Is there a need for some district-wide discussion of the need for such a committee?  It was also noted that there is a possibility of a new professional development grant.
Comments from DAS members regarding professional development:
o       An administrator directed some items to be removed from the flex calendar at FLC.

o        ARC has a robust professional development program.
o        Senate senates to talk to PD leaders for interest in having a discussion with DAS about professional development district-wide.  What assistance do the colleges need?  What are PD best practices?"
o        Concern about lack of faculty coordination of PD at CRC and FLC.

SCC---Senate passed resolution in support of undocumented students, including sanctuary status.  College leadership visited Harper College (Chicago area)---comments---they allow faculty to experiment with outcomes, allowing a "blame-free" culture; data sharing with high schools; promise program with high schools; not doing guided pathways at any large scale.

Financial aid applicability---Myers shared a message that is going out to SCC students. It was noted that dual majors are allowed, but the system doesn't recognize it, so they need to be hand-entered.  Lorimer realizes that there will be a hit on enrollment in Spring semester.  What about the students who will be turned away incorrectly?  They will honor financial aid, but they need to come in and request it.  PeopleSoft has the capability to include majors, plus double majors.  Myers has asked for documentation of issues and concerns that have been reported.

In response to comments about FA applicability, Mays noted counselor frustration about "special note" for Sac State transfer  70-unit limit.  Other districts are not implementing the 70-unit limit as strictly as LRCCD.  She noted that ARC is even stricter than the other LRCCD colleges, because of an audit at ARC. Myers---need to be a full and complete disclosure of federal financial aid requirements and how LRCCD is following the requirements.

CRC---in process of building a strategic plan.  There are questions about Title 5 language and language in the District Hiring Manual regarding the appointment process of equity representative to interview/screening committees. There is a need to work on the language to also have dialogue with both HR and the college equity officers.

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| Action:<br>DAS directed may to discuss appointment process of equity representatives with Ryan Cox, Associate Vice Chancellor for Human Resources. |

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

4. District Matriculation and Student Services Committee (DMSSC) – Mays
Mays gave thanks to DCCC for reading competency committee.  She also reported noted the concern that the e-Services system shuts down between 11pm and 6am.

5. District Educational Technology Committee (DETC) – Knudson---no report

6. Academic Senate for California Community Colleges (ASCCC) – May---no report

7. Los Rios Colleges Federation of Teachers (LRCFT) - Presidents/Perrone---no report.


**Decision Items (15 minutes/item)**

1. Dual Enrollment Recommendation (2<sup>nd</sup> Reading) – López

The LRCCD Policies and Regulations---has requirements that are not noted in the MOUs---need to be specific about P&R information to be in MOUs without precluding additional requirements.

| Action: |
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| May to talk to Lorimer and JP Sherry, LRCCD General Counsel. |
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2. LRCCD Technology Plan (2<sup>nd</sup> Reading) – May

Additional input will be accepted until December 12.

| Action: |
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| Move to affirm the process that we have seen it twice and that faculty have provided input. |

3. Academic Calendar (2<sup>nd</sup> Reading)
It was noted that the deadline for turning in of grades is now January 4.

4. DAS Response to post-election concerns – college academic senate presidents

**Discussion/Direction Items (15 minutes/item)**

1. Four Disciplines of Execution (4DX) Plan on Enrollment Management –                    King, López, May

| Action: |
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| May to ask King regarding the status of 4DX. |

2. Student Financial Aid Course Applicability
Deputy Chancellor Lorimer joined DAS for a discussion of FA Course Applicability.
She noted that such course applicability is dealing with Federal financial aid, primarily Pell grants (which are based on a 12-unit goal). There is the need for a student to identify a certificate or degree-transfer goal Colleges are responsible for making sure that students are enrolled in appropriate classes and have been periodically tracking this. Lack of tracking could put the colleges and district at risk if an audit occurs--- with the payback of such financial aid funds. In order to address, there have been college and district workgroups. Part of degree audit in PeopleSoft. A degree consists of both majors and general education courses, plus remainder of elective courses. A certificate is just courses in the major. There is a limit of 60 units for a degree. If a student changes majors (or if there is a change to transfer), they the limit can go up to 70 units. The goal is to alert students if they have enrolled in a course that is not "fundable" (i.e. financial aid applicable) for the student before they have actually started the course so that students have the opportunity to locate a FA-eligible course. The plan was for this to start at the beginning of the Fall 2016 semester, but it did not start until November 28.
Lorimer provided statistics that were current as of December 6:

8,938 FA students enrolled---4,150 were identified as enrolled in courses for Spring 2017 that did not meet their educational goal, i.e. the course were not fundable for those students.

<mark>Need to find out what are the exceptions (to what?)---what are the issues that can be corrected?</mark>

All enrollments---69,444 enrollments.  Of those, 7,465 FA enrollments <mark>____</mark>.

11% FA enrollments only---14,498, of which _____ (more than 50% incorrectly enrolled).

Need to track for the exceptions.

Students receive this message. <mark>[get text of message]</mark>.  Ideally, they would drop course and find a course that is eligible for FA, or they are willing to take course anyway, or check with Student Services staff about the course.  Lorimer noted that counselors can do over-rides---ARC has done 48 overrides involving approximately 90 courses.

There were questions about dual majors---is that really the intent of the Federal regulations?  Does the state MIS system accept dual majors?  Victoria Rosario, Associate Vice Chancellor for Students Services, has set up a meeting with IT and <mark>_____</mark>.

Questions/concerns:

What is % of students that receive FA?

Statistic of 179 students who <mark>_____</mark>.  How long did it take them to help those students?

We are looking at 6500 students that won't have direction.

Impact on perception of community towards LRCCD.

Hope that Admin will do all it can do that all programs are place to minimize the error messages.

At SCC meeting, we have been told that we are the only district in the state that doesn't allow PeopleSoft to allow dual majors.  Lorimer---we need to check in to that.  We need to check to see what other negative consequences.

We do not want to harm students.

Can senate presidents have access to the numbers?  Lorimer---need to make sure of context.

How is override data being recorded?

ARC being told that they cannot override bases of additional requirements (i.e. Sac State and UCD).

Don't have the data that students are losing FA when they transfer.  There are other FA programs at the CSU and UC level that are not Pell-based.

There is a difference between a transfer program and transfer-eligible.

Low-unit certificates.  Waiting for feedback that local (i.e. not approved by the state Chancellor's Office) can be acceptable.

Federal---acting in "good faith."

Chancellor's Office response---"we are working on it"

When we talk about number of students looking to receive overrides, the number is very low.

Is it possible/feasible to do something in supplementary form to tie in that they are told to please update major?

Lorimer noted that this is a "work in progress" and that she will keep senate presidents in the loop.

**Future Agenda Items**        Faculty Professional Development
                               Community Service (CSERV) courses

**Future Events**              **Next DAS meeting – February 7, 2017; 3:00-5:00, DO**

- LRCCD Board of Trustees Meeting, December 14, DO
- ASCCC Area A Meeting, March 24, Modesto Junior College
- ASCCC 2017 Spring Plenary Session, April 20-22, San Mateo
- ASCCC 2017 CTE Leadership Institute, May 5-6, San Jose
- ASCCC Faculty Leadership Institute, June 15-17, Sacramento
- ASCCC Curriculum Institute, July 12-15, Riverside
- [ASCCC Events](#)

**Adjournment**
Meeting adjourned at 5:20pm

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ATTACHMENT A:

DCCC Report to the District Academic Senate, December 6, 2016

1. Curriculum: All curriculum from the December 2, 2016 DCCC meeting was approved. New items and deletions will be included on the December Board agenda.

2. Competency Committees: Competency Committees are currently assessing four courses that have requested approval:
Mathematics: CISP 300 (CRC)
Reading: SOC 305 (CRC)
Writing: RTVF 368 (CRC), ARTH 301 (SCC)

3. Thematic Block Requests: The following new thematic blocks were approved:
☐ ELTRN 180 (ARC)

4. SOCRATES Advisory Group (SAG):
☐ Faculty Disciplines and Interdisciplinary Studies: DCCC recommends that whenever "Interdisciplinary Studies" is selected under "Faculty Disciplines" in a course outline that a text box appear allowing further explanation. Wording similar to that in the "Minimum Qualifications for Faculty and Administrators in California Community Colleges" will be included in the prompt.
☐ "Future of Socrates" post Phil Smith– We are confident that expertise exists at District IT to keep SOCRATES running smoothly for several years when Phil no longer is available. In the long term, we recommend sending out feelers to find staff with both the interest and inclination to take over in the future.

5. PPC Process Review and Revision - DCCC would like to review, clarify and potentially revise the PPC process and present recommendations to DAS for review in Spring 2017.

6. CSERV Courses: DCCC reiterates its request for guidance on new Community Service courses.