



**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, November 7, 2017
 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	Excused
Alisa Shubb	ARC	AS Vice President	X
Janay Lovering	ARC	AS Secretary	
Tony Giusti	ARC	AS Past President	Excused
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	
Gayle Pitman	SCC	AS Secretary	X
Ginni May	SCC	AS Past President	X
Michael Lawlor	CRC	District Curriculum Coordinating Committee (DCCC)	X
Alice Dieli	SCC	District Educational Technology Committee (DETC)	X
Judy Mays	ARC	District Matriculation & Student Success Committee (DMSSC)	X

		Los Rios Colleges Federation of Teachers (LRCFT)	
Guests:			

Preliminaries

1. Call to Order---3:07pm
 - Introduction of Guests---none.
 - Approval of the Agenda---approved by consensus.
 - Announcements---none.
 - Approval of the Minutes (10/17)---approved by consensus.
 - Public Comment (3 minutes per person as time permits)---none.

Information Items

1. Recap of ASCCC Fall Plenary Session---the resolutions adopted by the delegates will be available soon on the ASCCC website. Many thanks to LRCFT for sponsoring the Thursday dinner for Los Rios attendees to Session. It was noted that there appeared to be a sense of unease of processes with the new state Chancellor---less consultation (e.g. Consultation Council).
2. Recap of Board of Trustees October Meeting---seven people spoke about parking, Lopez noted the speakers were well-spoken in presenting their points of view. He also reported that the parking policy is still in discussion. The Chancellor will be working with the college VPAs, and with a faculty voice. The Board did pass another resolution on DACA (Deferred Action for Childhood Arrivals). The Strategic Plan for SCC was also approved.
3. LRCCD group visits Sierra College (November 9, 9-12noon) to discuss Meta Majors---originally, two faculty were to be appointed from each college. As ARC is already in the process for meta majors, they declined to send anyone. SCC---Holly Piscopo, Ilana Johnson, and Dawna DeMartini; CRC---Rick Schubert and Dana Wassmer; FLC---Dan Ross and Caleb Fowler. Lawlor will be representing DCCC and Haug will be representing DAS. May noted that the ASCCC recently passed a resolution regarding meta majors.
4. District Reorganization Update---Lopez reporting on the meeting structure---currently, the VPIs meet with Vice Chancellor, Education & Technology (Jamey Nye) and the VPSSs meet with Associate Vice Chancellor, Student Services (Victoria Rosario). In the new structure, there will be two Associate Vice Chancellors---one for Instruction and one for Educational Services and Student Success. It is anticipated that the VPIs will meet with the AVCI and VPSSs will meet with the AVCES&SS. It was noted that it is important for the senate presidents to continue meeting with the VC Education and Technology.
5. LRCCD Rapid Response Team for DACA update---Lopez will be inviting Belinda Lum and Sandra Cisneros to speak with DAS. He also noted that there is legislation that the state will pay for attorneys to help districts with DACA.

Decision Items

Discussion Items

1. Draft Academic Calendar for 2019-20---new deadline for feedback is November 17. The agreement is that the deadline for turning in of Fall grades will be the first Friday after the colleges open again in January and the second Friday after Commencement for Spring grades.

Action:

Senate presidents to share calendars with college academic senates. Send comments to Lopez and Myers (who are on the committee) or college representatives.

2. Discussion after SUJIC (Senate Union Joint Issues Committee) meeting to discuss Non-credit classes at LRCCD---we don't know enough to make a decision at this time and we need to explore. The union will contact other unions in the state and research negotiation issues such as compensation and workload. DAS will research academic and professional issues, including curriculum and minimum qualifications of faculty

- CRC English already has courses to help students with AB 705 needs.
- Use of noncredit as co-requisites.
- Need to look at other districts that have noncredit.
- There are models of effective noncredit---there are advantages and disadvantages. Suggest a formal request to the ASCCC for a presentation.
- Need to find out if noncredit co-requisites are eligible for Basic Skills funding.
- Look at noncredit in a global sense, not just the disciplines directly affected by AB 705 (math, writing, reading, ESL).
 - Need to educate ourselves
 - Workgroup of DAS
 - Invite ASCCC to present (along with colleges that are using noncredit)'
 - Participate in Collaborative Institute (May 3-5).

Crump, along with Lopez and May, volunteered to collect research regarding noncredit.

3. DAS Response to AB 705—On December 1st, there will be a group (about 80 people) for a kickoff/information discussion about the implementation of AB 705. 15 faculty members from each college will be invited. Eventually there will be a smaller planning group. It was noted that there is an FAQ from the state Chancellor's Office. It was suggested that senate presidents invite faculty that have been involved in the Common Assessment Initiative (CAI), the four disciplines directly affected (math, English writing and reading, ESL), counseling, and assessment.

Nye will facilitate with a faculty co-chair.

Action:

Senate presidents need to invite faculty.

4. District-wide Convocation Planning---meeting at SCC---Gabe Ross (Los Rios AVC, Communications & Media Relations) and one faculty member from each college. No decisions have been made yet.

5. Edits to Program Placement Council Operating Guidelines---still in discussion. There is a proposal that the PPC list be based in SOCRATES.

6. Self-Reporting of GPA for Assessment Purposes. The District would like to move forward with the collection of self-reported GPA. This can be accomplished by adding a suite of five questions to CCCApply English faculty at all four colleges have indicated support for self-reported GPAs.

Can be somewhat different for math as not all high school students take four years of math.

We need it in writing that self-reported GPAs will be collected, but not used, necessarily, at this time.

It is up to discipline faculty to decide how to use

Nye noted that there is interest for consistent use across the district. District has a strong interest in portability. Lopez---yes for district-wide, not each college.

Action:

DAS consent to the district's desire for the collection of self-reported GPAs, but with the proviso that the use of such data will not occur until appropriate collegial consultation with DAS.

7. Finalizing District Academic Senate Committee representation---Mills is not able to represent DAS on the District Matriculation & Student Success Committee (DM&SSC). We also need a chair for the International Education Committee.

Action:

Notify Lopez of interest in serving as DAS representative on DM&SSC and chairing the International Education Committee.

Reports

1. Meeting with Vice Chancellor Jamey Nye

AB 705 local implementation team: colleges want two faculty from each affected discipline. Nye is trying to get Josh Roberts (SCC English faculty) on the state group at the Chancellor's Office so far, the CCCCO has not reached out.

Two faculty from each discipline for district work-groups. This will be to share the content of AB 705 and the FAQ from the ASCCC. Perhaps also to share data from CRC who are doing placement in-party by using high school GPA.

After the kickoff meeting, implementation work-groups across the district. December 1st, 9:00 to 11:00.

Invitation going out to the large CAI group. Implementation work groups, two faculty or more from each area, will need to be appointed. Maybe a total cap from each college. We need at least one person from each assessment office. Maybe two. Maybe two admin from each college. We will appoint 15 faculty/counselors from each college. CAI list will be shared with college presidents to help appoint.

There will be a second meeting of the large group

Nye asked senate presidents to support collecting the high school grade data from the CCCApply (overall GPA, highest math passed, highest English passed, etc.). We can opt into CCCApply in 48 hours. We are opening our application process in February as always. Although next year we are aligning our application with the CSU and the UC in October. There is some concern that adding questions to an application could decrease applicants, but there are worse parts of CCCApply.

Joining will give us data but we have to use the data by creating tables in IT in a storehouse and then we can use it to map it into placements. We have to identify which courses go in the tables. We can also run enrollment trends ahead of time as there could be significant shifts in enrollment. Cuyamaca College went from something like 5% entering freshman composition (i.e. ENG 1A) to more than 80 percent.

Are we continuing with Accuplacer regardless? That is one option, Nye noted. Some multiple measures don't include a test. There are different ways to do multiple measures. No matter, high school GPA will be required. So far, Accuplacer is still validated by the state Chancellor's Office.

Will there be local implementation groups at each college? Each college should be working on this. Nye does not want colleges to get too far along before the group meeting. Colleges working just within a college may not be in the place to make the best decision (according to Nye).

Could Los Rios add a district AB 705 website? That's a good suggestion, we can do that (Nye).

At this time, District does not have an agenda on noncredit.

CRC is placing many more students into English but they are using additional supports for those students.

SB 1359: Interim AVCI Albert Garcia distributed an implementation plan and an implementation FAQ from the CSU. A discussion ensued about what happens if a class is re-staffed after the course is designated as no-cost.

2. College Academic Senate President Reports---CRC did vote to participate in the OEI (Online Education Initiative) Exchange (contingent upon receipt of the application). (SCC and ARC have already expressed interest).

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

4. District Matriculation & Student Success Committee (DM&SSC) (Mays)---no report.

5. District Educational Technology Committee (DETC) (Dieli)---see Attachment B

6. Academic Senate for California Community Colleges (ASCCC) (May)

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

Future Agenda Items

1. Mobile Device Management
2. Professional Development
3. Online Education Initiative (OEI) Exchange Update

Future Events

Next DAS meeting – November 21, 3:00-5:00, DO

- LRCCD Board of Trustees Meeting, November 8, Sacramento City College
- LRCCD Board of Trustees Meeting, December 13, DO
- ASCCC Area A Meeting, March 23,
- 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
- [ASCCC Events](#)

Adjourned at 4:59pm

Attachment A:

DCCC Report to the District Academic Senate, November 7, 2017

1. **Curriculum:** All courses on the October 27 DCCC agenda were approved with the exception of HMONG 401 (CRC). HMONG 401 will be reconsidered once the target audience is clarified. New courses and deletions will appear on the November Board of Trustees agenda.
2. **Competency Committees:** Tracy Rauschkolb (FLC) has agreed to take over as chair of the Reading Competency Committee.
3. **New Designators/Thematic Blocks/Families:** New designator SJS (Social Justice Studies, ARC) and SWHS (Social Work/Human Services, FLC) plus accompanying thematic blocks were approved.
4. **Collaboration Requests:** None.
5. **SOCRATES Advisory Group (SAG):**
 - The new designator revise-into function is available.
 - The DCCC chair can now add new designators.
 - Program classifications will have to be revised per the new PCAH into just three possibilities: Local, CTE, Transfer.
6. **Program Placement Council (PPC) Process** – DCCC continues to discuss the PPC process and will present a recommendation to DAS soon.

Respectfully Submitted,
 Michael Lawlor
 DCCC Chair

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Attachment B:

Educational Technology Committee Report to the District Academic Senate
 November 7, 2017

The Educational Technology Committee held their second meeting of the Fall 2017 semester on October 26, 2017. The following items were discussed:

IT Updates

Campus Information Technology (IT) Updates

- Campuses continue making progress in their website redesign efforts, with ARC and FLC currently in process in conjunction with the district; CRC will begin the project in summer 2018.

District IT

Looking into a new proxy system, EZProxy, to increase the level of individual security for users of our LRCCD library databases. The new system would ensure that only authorized users would have access to our system while protecting the users from being identified by database vendors. The project is continuing. College Distance Education (DE) and Canvas Updates

All colleges are continuing their Canvas transition activities with workshops and support for faculty, classified staff, and managers.

The District staff is still exploring the possibility of agreement that will allow limited access to D2L for an extended time to ensure archival rights and access to student content.

The process for requesting the integration of new external tools within Canvas to ensure they meet accessibility requirements, FERPA regulations, and District policies has been finalized.

o Examples of tools that have been through the process with D2L and have been added are Cengage, iClicker, Macmillan Learning, McGraw-Hill Connect, McGraw-Hill SimNet, and MyLab and Mastering.

o For additional tools that are not on the list, application can be made directly to district to have the tool screened and tested for compatibility, accessibility, security, FERPA compliance, affordability, compliance with Board Policy, and other requirements. This Requesting External Apps or LTIs for Canvas webpage includes the instructions and a link to the Canvas External Apps or LTI Application Request Form. This application requires information from the instructors who are making the request as well as information that the vendor representative may need to supply.

Discussion Items

Enterprise Level Scheduling System (ELSS) and Student Life Experience (SEL) Project Updates

Both projects are continuing with the original interview and RFP timelines.

Different scheduling systems will have different levels of functionality, but attention is being paid to the functions requested by potential users, such as an early alert option.

The district has some availability for a consultant from CampusWorks and a Subject Matter Expert may be involved in helping vet the interaction among potential products and district systems.

Educational Technology Committee Report to the District Academic Senate 2

Increasing Faculty Inboxes

Mailbox limits for all LRCCD employees, not only faculty, will be increased to 1.5GB. The target date for the increase was November 1, 2017, but was being implemented incrementally.

The upcoming migration to Office 365 will increase inboxes to 50GB. More information concerning the timeline for that conversion will be shared at the next Ed Tech meeting on November 30.

Discrepancies within district on working definitions of online and hybrid courses

A faculty workgroup was formed to explore the different definitions for online and hybrid that exist among the campuses, how they align with the LRCCD policies and regulations, how they are affected by reporting requirements (MIS and IPEDS), and apportionment constraints.

The goal is to provide the best information to students at the appropriate times in their enrollment and registration process.

Future Items

The district will be responding to the State Accessibility audit. When the final recommendations are returned to the district, there will be requirements for corrections and responses within time periods such as 60 days, 6 months, and 1 year. As of the ED Tech meeting, the district had not received the final report.

Expanding Google apps is under discussion. There are security concerns from the ISO group and legal concerns with the contract regarding FERPA when considering adding tools that are not part of the original Apps for Education package.

Respectfully Submitted,

Alice Dieli

Educational Technology Committee Co-Chair