



**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...Gayle Pitman

District Office
Main Conference Room
Tuesday, October 2, 2018
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	X
Alisa Shubb	ARC	AS Vice President	X
Janay Lovering	ARC	AS Secretary	X
Tressa Tabares	ARC	AS Past President	Excused
Shannon Mills	CRC	AS President	X
Constance Carter	CRC	AS Vice President	X
Donnisha Lugo	CRC	AS Secretary	X
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
Gayle Pitman	SCC	AS President	Excused
Lori Petite	SCC	AS Vice President	X
Sandra Guzman	SCC	AS Secretary	
Troy Myers	SCC	AS Past President	X
Dyan Pease	SCC	District Curriculum Coordinating Committee (DCCC)	X
Alice Dieli	ARC	District Educational Technology Committee (DETC)	X

Angelena Lambert	SCC	District Matriculation & Student Success Committee (DMSSC)	X
Robert Perrone		Los Rios Colleges Federation of Teachers (LRCFT)	
Guests:			
Antonio Lopez	SCC	Faculty, Librarian	X
Melanie Dixon	DO	Associate Vice Chancellor, Educational Services & Student Success	X
Jacob Knapp	DO	Director of Diversity, Compliance, and Title IX	X

Preliminaries

1. Call to Order at 3:07pm
 - Introduction of Guests
 - Approval of the Agenda—approved.
 - Approval of minutes (5/1, 9/4, and 9/18)---approved.
 - Announcements
 - Public Comment (3 minutes per person as time permits)

Information Items

1. Textbook Affordability and OER (open educational resources) in Los Rios (Crump), Explore formation of a faculty/senate-led committee for each college and the district. Crump gave a background of current efforts with textbook affordability/affordable learning materials/OER, including several grants that SCC is working on---AB 798 and participation in a \$5 million Federal grant on OER (which will involve 55+ faculty from across the district), and ARC with a Zero Textbook Cost Degree planning grant from the state Chancellor’s Office. Crump noted that SCC Academic Senate already has an Affordable Educational Resources Committee (see <https://www.scc.losrios.edu/oer>). He will be contacting the college senate presidents to provide information (based on the SCC model) about creating similar committees at the other three colleges. DAS was supportive of the proposal.

Action:

Crump to contact college senate presidents with ideas for college committees.

2. Technology Accessibility Taskforce Update (Aguilar)

Aguilar noted that the focus of the taskforce (which meets monthly) is on 508 accessibility for our classes. He noted that the initial intent was for faculty to “ensure” that their courses were accessible, but now it is that the “best effort” will be made.

Decision Items

Discussion Items

1. AB 705 Implementation Support and Coordination Update (Lopez)

Lopez reported that the main focus of the meeting that the senate presidents just concluded with Jamey Nye, VC, Education & Technology, Melanie Dixon, AVC, Educational Services & Student Success, and Tammy Montgomery, AVC, Instruction, was on AB 705 and reading competency.

Lopez has directed DCCC Chair Pease to contact the chair of the District Reading Competency Committee (DRCC) and request that DRCC consider successful completion of the General Education pattern for the local degree to satisfy the reading competency requirement for the local degree. The desire is to have a decision on this request by November 1, which is the starting date for introduction of the revamped CCCApply. Nye noted that he has asked Montgomery to facilitate the DRCC meetings.

DAS had a lengthy discussion of the process to be followed for such a recommendation and it was noted that the Los Rios Board of Trustees has the final decision.

It was also noted that the math departments have been working on curriculum to meet the requirements called for in AB 705---SCC math department has written all their curriculum for co-requisites, FLC is writing curriculum, CRC looking at lab units, and ARC is doing some of the same.

Lopez also noted some changes with students and currency of the last math course taken. The current district policy is seven years but will be changed to the ten years noted in the July 2018 Guidance memo from the Chancellor's Office. The District has asked Phil Smith (ARC math faculty) to work on a program for self-placement.

2. Jacob Knapp, Director of Diversity, Compliance, and Title IX, visits DAS

Knapp introduced himself as the new Human Resources director for Los Rios. His most recent position was Legal Counsel at the CCC Chancellor's Office with a major responsibility in running the Equal Employment Opportunity (EEO) program and also with a primary goal to diversify faculty ranks statewide. He provided a handout (see Attachment C) of a presentation that he has been giving different groups throughout the district, recently speaking to deans at all the colleges. One of the myths to dispel is that part-time ranks are more diverse than full-time ranks. As they are not, the hiring of part-time cannot be the most direct pipeline for increasing diversity of full-time faculty and we look at other possibilities.

In the handout, he referenced research that Dr. Robert Fairlie conducted at DeAnza College. Knapp hopes to get Dr. Fairlie to speak here at Los Rios in the Spring.

Action:

Lopez to contact Knapp on how faculty can be involved with Dr. Fairlie's visit.

Knapp also noted that all cases regarding unlawful discrimination will now be investigated by outside law firms. He was also asked if he thought the CUE training (Friday, October 5) might satisfy the "Hiring the Best" requirement for all members of interview/screening committees. He will check on that after the presentation.

Knapp also reported that there will be a revision of the Los Rios EEO Plan and that the District EEO Committee will be reconvened.

Action:

Lopez will confer with college senate presidents about membership---one faculty member from each college---for the District EEO Committee.

3. Changes to District Matriculation and Student Success Committee (Lambert, Dixon)

Dixon and Lambert led a good discussion about the function, role and responsibility of the District M&SSC and will come back to a later DAS meeting with a revised charge and membership proposal.

Comments:

- Need to use equity lens on everything. Everything that we do is with equity and how to close the achievement gap.
- There is the need for more instructional faculty in the membership.
- Possibly look at task forces and work groups to work on responding to some of the issues.

4. Process for Equivalencies at LRCCD (Lopez)

Lopez noted that the Faculty Hiring Manual is being revised and hopes to include some new ideas for dealing with the equivalency requests that committees can receive.

5. New Funding Formula---how can faculty help?

Deferred.

Reports

1. Meeting with Chancellor/ Vice Chancellor

Most of the discussion was related in Discussion Item #1 above. Also, we are almost ready with the Ad Astra scheduling system.

2. College Academic Senate President Reports---no reports.

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

4. District Matriculation & Student Success Committee (Lambert)---see Discussion Item #3

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

6. Academic Senate for California Community Colleges (May)---none.

7. Los Rios College Federation of Teachers (Presidents/Perrone)---none.

Future Agenda Items

Chancellor's Cabinet---considering "Excused Withdrawal"

SUJIC meeting

Concern about Pathways---is it guiding everyone to CTE?

Adjourned at: 5:01pm

Future Events

Next DAS meeting – October 16, 2018 Main Conference Room, DO

• ASCCC Area A Meeting, October 12, College of the Sequoias

• LRCCD Board of Trustees Meeting, October 10, DO

• ASCCC 2018 Fall Plenary Session, November 1-3, Irvine Marriott Hotel

- LRCCD Board of Trustees Meeting, November 7, Folsom Lake College
- LRCCD Board of Trustees Meeting, December 12, DO
- ASCCC Area A Meeting, March 23,
- ASCCC 2019 Spring Plenary Session, April 11-13, Westin San Francisco Airport
- ASCCC 2019 Career and Noncredit Institute, April 25-27, San Diego
- ASCCC 2019 Faculty Leadership Institute, June 13-16, Sacramento
- ASCCC 2019 Curriculum Institute, July 10-13, Hyatt San Francisco Airport

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ATTACHMENT A:

DCCC Report to the District Academic Senate, October 2, 2018

1. Curriculum: All courses and programs on the September 28, 2018 DCCC agenda were approved. New courses and programs and deletions will appear on the October Board of Trustees agenda.
2. Competency Committees: The DAS has appointed Shannon Pries (ARC) as the chair to the District Reading Competency Committee. Lynn Fowler will serve as the counselor for the committee.
3. New Designators/Thematic Blocks/Families: The committee heard first reading on the SCC request for a new GLST (Global Studies) designator. Concerns were voiced about the need for this new designator when Los Rios colleges, including SCC, are using IS (International Studies) for the same purpose. Connie Zuercher (SCC) presented proposed KHA families. Many new courses have been added in recent years, leading the need for new families. After extensive discussion Connie agreed to meet with her KHA colleagues throughout the district to continue working on the plan.
4. Collaboration Requests: There are currently 11 open collaboration requests in the District. Progress is monitored by the Curriculum Chairs at each college.
5. SOCRATES Advisory Group (SAG): The problem with faculty losing access to SOCRATES has grown to 180 people. The problem has yet to be identified and Phil Smith is planning to build his own database to feed SOCRATES to try and fix the issue.
6. District Report: Phil Smith, Gabe Ross, and Katrina Harman presented the new pilot online catalog systems at ARC and FLC. As part of the new ARC/FLC district website project, they have successfully created an integration between SOCRATES and the new websites. Program and course information is pushed directly online from SOCRATES. This is an exciting new development that will eventually lead to fully online, up-to-date, catalogs at all four colleges.

Respectfully Submitted,
 Dyan Pease
 DCCC Chair

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ATTACHMENT B:

Educational Technology Committee Report to the District Academic Senate October 2, 2018

Notes from the District Educational Technology Committee meeting on September 27, 2018, the first meeting of the academic year.

College and DO IT Updates

- PeopleSoft update was completed this summer. Provides more advanced capabilities, better mobile-friendly operations, new look for students.

- Increased security measures implemented this summer including new firewall and decision to update security software from Sophos to Symantec.
- Website update continues, including work on providing an accurate district-wide course search engine that accurately identifies distance education course.
- IT is working with the OEI to successfully connect PeopleSoft with the OEI Course Exchange to allow seamless enrollment of students from other Exchange colleges into LRCCD DE courses.
- CRC expressed an interest in joining the Instructional Technology Council (ITC) and SCC noted that they are already a member so CRC should be able to participate. It was suggested that the district might want to pay the \$500 membership instead of SCC if everyone is going to participate.

DE Workgroup, District PIO, and LRCCD & the OEI Course Exchange

Last year, EdTech convened a Workgroup to gather information and resolve the differences in the ways distance education is defined in the district for reporting purposes, for curriculum purposes (among four colleges), and for student enrollment information. The EdTech workgroup was focused on ensuring that students have all the information they need in a timely way to inform their enrollment decisions, including whether a course is offered 100% online or has an additional on-campus orientation or exam requirement. This effort is being worked on with a greater sense of urgency with the recent acceptance of the four colleges into the OEI Course Exchange that necessitates that the district has a way for IT to accurately identify 100% online courses to facilitate informed enrollment across the 52 additional colleges in the exchange. Additionally, the current district website update will include a new course search engine that allows filtering by modality: in-person, partially online, and 100% online. There are two groups now working together towards developing a district-wide definition of an online class. The EdTech workgroup with the original purpose of providing accurate information for students is joining efforts with a district effort, a priority for the chancellor and led by the Associate Vice Chancellor of Communications & Media Relations. The goal is to create a new model for data that will support cleaner results from the new website search engine and provide accurate information for the IT-Course Exchange technical effort. The two groups are meeting together for the first time this week and the timeline for completion of their efforts is short - weeks not months.

College and DO CMS Updates

- ARC Coordinators and Dean presented at the Online Teaching Conference in June on “15 Tips to Engage, Guide, and Connect with Your Online Students” and it was a great success with standing room only at both sessions. ARC is offering an Accessible Course Creation Academy and an Online Teaching Institute and have three courses awaiting final approval for the CVC-OEI exchange. They have changed their governance structure and are using project teams. They have a Virtual Education Center 2.0 project team whose goal is to build a robust, fully operational Virtual education center. Cranium Café, a platform offered by CVC-OEI for student services, including counseling and financial aid, is being explored for use.
- CRC thanked the DOIT staff for their support of CRC’s use of Canvas for student services and their quick turn around on a particular job. It was noted that we have access to Name Coach, a tool in Canvas, as a result of being in the Equity Cohort for the CVC-OEI. It allows students and staff to record the pronunciation of their names so that others can address them correctly.
- FLC – no report
- SCC noted that six faculty requested peer review through their pilot program and about 1000 students successfully participated in the Student Success Tutorial. A summary of the results will be forthcoming and DSPS students seemed to be positively impacted.
- DO reported the following numbers for Canvas, (with comparative numbers listed for 9-26-17):
 - o 3700 courses are either wholly or partially in Canvas (2693 in 2017)
 - o 1800 faculty have course content in Canvas, and (1284 in 2017)
 - o 59,000 students are involved in these classes. (50,202 in 2017)

It was originally planned that students in the CVC-OEI could begin to enroll in Los Rios courses for Spring 2019 enrollment, but that deadline most likely won't be met because there are many details to be worked out including financial aid implications, different semester start dates, etc. The faculty evaluation kit has been fully deployed, and there are 90 courses that have requested to use this method. It was noted that the set up occurs at the request of the Area Dean, but it has not been negotiated with LRCFT to use this platform to evaluate non-Canvas classes.

Office 365 Migration

Successful pilot efforts at the district and for individual users at campuses have identified what steps need to be taken to mitigate minor issues that arise. Converted users report satisfaction and the migration effort continues by campus.

CVC-OEI Update

Currently, 56 CC colleges are part of the OEI consortium with each member sending a representative to regional meetings. Los Rios is also well-represented with two members on the OEI Advisory Group. One goal of the Consortium is to facilitate cross-college enrollment as the detail of financial aid, semester start dates, transcript procedures are worked out. The current CVC-OEI consortium name will be going through a rebranding. The Finish Faster Online app and website will help students find online classes throughout the consortium colleges with priority results for courses that are from the students' home college, aligned with the OEI course design rubric, and are Zero Textbook Cost. Colleges from the consortium can provide the data for the app, but all courses that are available from a public search will be available in the app, just not prioritized. Any student can use the app to find classes to fill their requirements. Student will either be (1) brand new to college (not enrolled anywhere); (2) enrolled in one of the 58 non-consortium colleges; or (3) matriculated at one of the 56 consortium colleges. When a student finds a course, the tool will determine the student's next step based on their enrollment status. If they are not yet a student anywhere they will need to enroll in a college and go through the process. If they are in one of the 58 and they are selecting a class in the other 56 colleges, then they will also have to enroll at the other campus. If they are in the 56 colleges and they pick a course in their group of colleges, then they are automatically enrolled in the class as if they were a student at that campus.

Accessibility Task Force Update and Ally

A limited pilot of Ally, the tool to enhance the accessibility of digital teaching and learning resources, is continuing on an Opt-In basis. In conjunction with the Accessibility Task Force, the LMS faculty coordinators and district team will solicit feedback from users at the end of the semester. The results will inform a decision about a wider pilot in the Spring, as well as future implementation options. Shared governance and faculty workload issues remain important considerations in the implementation plans.

Respectfully submitted,
Alice

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Alice L. Dieli

ARC Faculty Instructional Development Coordinator
DETC Co-chair

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ATTACHMENT C:

HIRING PRACTICES

Why Diversity Matters.

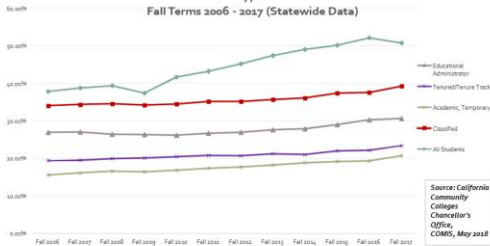


Overview

- Diversity Hiring – a Statewide Context
- The Los Rios Hiring Practices Administrative Guide
- Questions?



Under-Represented Minority* Percentages by Student & Employee Types
Fall Terms 2006 - 2017 (Statewide Data)



Student Success

Studies prove the educational benefits of a diverse faculty.



Closing achievement gaps by

20-50%

Fairlie, R. W., Hoffman, F., Oreopoulos, P. (2014). A Community College Instructor Like Me: Race and Ethnicity Interactions in the Classroom. American Economic Review, 104(8): 2507-2531.



Example: DeAnza Study (Fairlie)

	Underrepresented minority			Minority Base Rate
	Similar Instructor Effect	White-Min Achievement Gap	Percent of Gap (change)	
Dropped Course	-0.020	-0.039	51%	0.281
Passed a Course	0.012	0.054	23%	0.835
Course Grade	0.54	0.318	19%	2.587
Grade of B or Higher	9.924	0.112	21%	0.567



Education Code Requirement: Continually Responsive Workforce

“A work force that is continually responsive to the needs of a diverse student population [which] may be achieved by ensuring that all persons receive an equal opportunity to compete for employment and promotion within the community college districts and by eliminating barriers to equal employment opportunity.”

- Education Code Section 87100(a)(3):



Title 5: Richly Diverse Workforce

Establishing and maintaining a richly diverse workforce is an on-going process that requires continued institutionalized effort.

- “Richly Diverse Workforce”
- “Continued Institutionalized Effort”
- “Establishing and Maintaining”

Title 5, Section 53024.1



Statewide Focus on EEO Data

Office of the General Counsel

Equal Employment Opportunity

**LONGITUDINAL
DATA GUIDE**



California Community Colleges Chancellor's Office

- The Chancellor's Office and the Statewide EEO and Diversity Advisory Committee developed a guide for the use of local EEO data
 - What is Longitudinal Data?
 - Title 5 EEO Longitudinal Data Requirements
 - Why Should I Collect and Analyze Longitudinal Data?
 - How Do I Use Longitudinal Data?
 - Examples and Best Practices
- The EEO Longitudinal Data Guide was released in April of 2018
- Training sessions and webinars to follow in Fall 2018



The Los Rios Strategic Plan

- Goal 2: Ensure equitable academic achievement across all racial, ethnic, socioeconomic and gender groups.
- Indicators of Achievement:
 - Achieve a 71% course success rate for each student group by 2021
 - Achieve a 17% degree and completion rate for each student group by 2021
 - Recruit faculty, staff and administrators to reflect the demographics of the District's service area
- Strategies
 - Promote courageous conversations that address institutional barriers
 - Develop effective strategies for promoting inclusivity and social justice as well as mitigating bias inside and outside the classroom
 - Increase recruitment outreach to diversify applicant pools



The Los Rios EEO Plan

Title 5 § 53003 requires:

- Adoption of a written Equal Employment Opportunity Plan (Review/revise every 3 years)
- Process for filing discrimination complaints
- Data collection and review
- Process for training screening or selection committees (Hiring the Best Training)
 - State and federal nondiscrimination laws
 - Educational benefits of workforce diversity
 - The elimination of bias in hiring decisions
 - Best practices for serving on a selection committee
- A new Los Rios EEO Plan will be drafted this year!



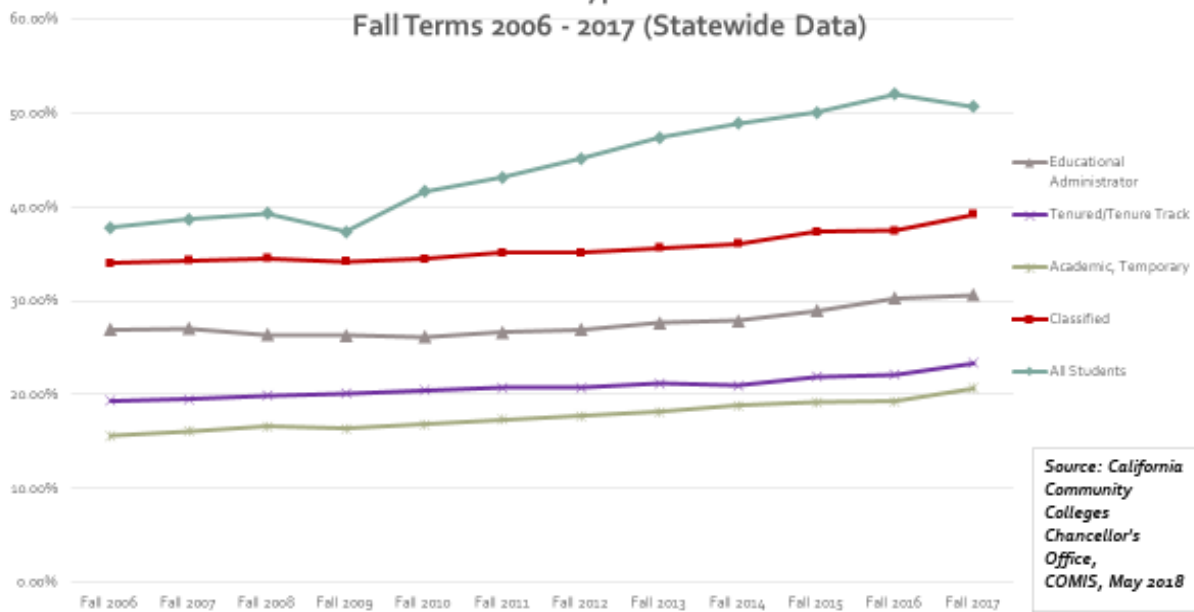
Bottom Line

- A diverse workforce benefits our diverse student population
- A diverse workforce is increasingly a matter of both state and local concern
- The law requires that we provide applicants with an equal opportunity to compete for employment and promotion
- It's important to follow established Los Rios hiring practices



Under-Represented Minority* Percentages by Student & Employee Types

Fall Terms 2006 - 2017 (Statewide Data)



Source: California Community Colleges Chancellor's Office, COMIS, May 2018

*Under-Represented Minority: Black, Hispanic, Native American, and Pacific Islander
 Note: Fall 2017 data is subject to change due to missing values from some districts.