**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, December 18, 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 | X |
| 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 |
| Gayle Pitman | SCC | AS President | X |
| Lori Petite | SCC | AS Vice President | X |
| Sandra Guzman | SCC | AS Secretary | |
| Troy Myers | SCC | AS Past President | |
| Dyan Pease | SCC | District Curriculum Coordinating Committee (DCCC) | |
| 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: | | | |
| Matt Mitchell | ARC | Math faculty | X |

Preliminaries

1. Call to Order at 3:09pm
● Introduction of Guests
● Approval of the Agenda---approved.
● Approval of minutes (December 4)---deferred.
● Announcements
● Public Comment (3 minutes per person as time permits)

Information Items

1. December Chancellor's Cabinet Recap

Lopez reported that it was a short meeting. One discussion topic was the timeline for getting a district workgroup to work on "developing college-level goals that align with the systemwide goals in the Vision for Success, are measurable numerically, and specify a timeline for improvement" (see Attachment A).

2. December Board of Trustees Meeting Recap

Lopez reported that John Knight and Robert Jones have been elected Board President and Board Vice-President, respectively. He also reported that payment of adjunct hours will be increased for 2018-19 with new one-time funds with the hope that it will continue for 2019-20 (Action Item C). There was a fantastic presentation (one student from each of the colleges) on the NextUp Foster Youth program. He also noted that the Classified Senate president reported that they are now to be called "classified professionals."

3. Update on Collegial Consultation IBA facilitation status
Lopez reported that it will occur on January 14, 2019, from 1-5pm, with Dennis Smith (SCC retiree) as facilitator, a location to be determined, and with a goal of exploring ways to improve collegial consultation in the district.

Pitman reported that she and Myers had a productive conversation with Chancellor King on how to improve consultation;
1) Create some type of training for administration and faculty leadership on 10+1 issues
Oliver suggested the technical visit training provided by the Academic Senate for California Community Colleges (ASCCC) and the Community College League of California (CCLC). LRCFT President Dean Murakami suggested Pam Walker (former interim ARC president). Pitman (with input from SCC LRCFT Campus President Annette Barfield) also suggested looking at senate/union training

2) Formalize elements of meeting between senate presidents and the Chancellor (e.g. agenda and minutes)
3) In regard to items that need approval by DAS with a hard deadline, it was suggested to use a "backwards plan" (i.e. plan timeline back from deadline date so that all parts of the process (e.g. possibly going to local senates for review before it comes to DAS for final approval)) have appropriate amounts of time.

In the DAS discussion, it was suggested to also look at a meeting schedule more frequent than the current monthly meeting between the Chancellor and DAS President.

Decision Items

Discussion Items

1. Faculty Hiring Manual Revision Update (Lopez, Carter)

Lopez noted that the workgroup considered all the feedback received in emails from the field. He asked DAS members is there was any additional feedback.
Comments:
- Request for definitions/glossary (e.g. diversity, diversity, tradition, merit)
- ARC talked about the revised Hiring Manual at their ARC Senate meeting. Senators gave feedback to Jennifer Laflam, the ARC faculty representative on the workgroup. It was noted that a number of senators are trying to understand the proposed changes, would like opportunity for more discussion, and are concerned about not having sufficient time to review and get a fuller understanding of these powerful cultural changes. The Senate is excited about the goals of the proposed changes, but have concerns about "acceleration" of approval of the Manual. It is not going to sit well if the Manual is approved by DAS today, and the only opportunity is to speak at the Los Rios Board of Trustees meeting in January.
- It was announced at District Budget Committee that specific money was provided in the state budget to hire faculty (25 for Los Rios) with diverse backgrounds that reflect the demographics of the Los Rios service area. Proposed change is for interview committees to reflect the population of the district service area. A major goal is to have more diverse faculty on the interview committees and for the members of these committees to reflect the population of the district service area.
- Two proposed timelines---one for January Board meeting and other for February Board meeting.
- Even if the Hiring Manual is not approved at the January Board meeting, it does not mean that we can't have diverse interview committees---we can follow the spirit of the proposed Manual.
- One reason why the process seems rushed---this began in beginning of Fall 2018 with each college using different ways of informing the faculty of the issues. Unfortunately, the district closures due to the air quality issues took away the opportunity for first review/reading by DAS in November.
- CRC had a discussion at last Senate meeting, with concerns about the "speed" of the process and wanted more time to review.
- When there is a district workgroup, is this the typical process for it to go from DAS to the local senate and then back to DAS? Some presidents want to get a "sense of their senate" before voting/affirming on such important issues. Another college president sent the proposed revisions out to all faculty and expected feedback to be given to the college representative on the workgroup.
- There was consideration of sharing a "draft of a draft" earlier in the process, but there was concern that it would make the committee work more vulnerable. With such district workgroups, the DAS President appoints members (with input from the local senate presidents) and DAS affirms the work

of the workgroup.  This one has such significant changes that it was felt that it needed more direct DAS involvement.
- Don't make a decision/affirmation on an item that is listed as a Discussion Item in the agenda.

2. Los Rios Online Education Consortium (LROEC) Concept Update

Lopez reported that there had been a meeting (2pm, just before DAS meeting at 3pm) on an update of the proposed LROEC, including Vice Chancellor Jamey Nye, the five senate presidents, and the Distance Education Coordinator from each of the four colleges.  A handout of a proposed Design/Implement plan was provided at both meetings (see Attachment B). There will be faculty on all these bodies and some FTE will be allocated for the work.

- Project Team---focused on design of aspects within faculty purview
- Advisory Group---focused on design of aspects outside of faculty purview
- Rapid Development Team---focused on technical implementation;

Comments:
- This should have been a collaborative process between DAS and the Board (according to Board policy).
- This Project Team is based on concerns raised by DAS that there was not faculty involved.
- The meeting today with DE Coordinators was good---they possess an enormous amount of knowledge to share.  DE Coordinators might have idea of what Project Team will be like.
- Some issues will be 10+1 and some will not.
- When you work with a good consultant, need to give it a chance, look at it and see what feedback. And also decide on "who is going to fix it?"
- Need to  focus on the content, not the process.
- Why not ask DE Coordinators (and a few other faculty) to look over this proposal?
- Need to take "race the clock" off the table.  Focus on the proposal and bring to next DAS meeting (currently February 5).
- CVC-OEI will be online in about four weeks (www.cvc.org).
- Try to tweak the CVC-OEI algorithm so that we reach students with Los Rios courses before they access CVC-OEI.

Action:
Haug to create a Google Doc form (DAS and DE Coordinators) for discussion purposes.

3. District Curriculum Coordinating Committee recommendation regarding Reading Competency (Pease)

This recommendation will be a Decision Item on the next DAS agenda.

4. Request to include in-progress units towards student registration priority (Haug)

Haug reported that the FLC Counseling department has requested that in-progress units be included in the determination of a student's registration priority category.  Lambert mentioned that this is being discussed in DMSSC and they are planning a workgroup to explore this.  She noted that there has also been discussion of including Student Government members in the priority process.

5. Revision of Regulation 5123 to include district-wide Equivalency Committee for current employees.

Based on the recent experiences with determination of the English discipline for several Reading faculty, it was felt that the process for determining discipline equivalencies for current Los Rios faculty needs to be examined.

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Action:
Lopez will create Google Doc to solicit input.
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6. Review of District Academic Senate representation on District Committees

There is the need for DAS representation on two district committees---District Budget Committee and DMSSC.

Reports

1. Meeting with Chancellor/ Vice Chancellor

Chancellor King has proposed a change in the visits of the District Executive Team to the colleges for Convocation, with him visiting one college (instead of all four). He will be joining faculty and staff at Sacramento City College in Spring 2019 to attend their full Convocation program, which is focused on equity and inclusion and is highlighted by guest speaker Luke Wood (Dr. Wood is a leader in community college inclusion and equity work, and currently serves as Associate Vice President for Faculty Diversity and Inclusion and Distinguished Professor of Education at San Diego State University).

2. College Academic Senate President Reports

ARC---no report
CRC---Mills, Carter, and Lugo have resigned their positions, effective December 20.
FLC---busy with hiring committees
SCC---voted to approve recommendations to the Faculty Hiring Manual

3. District Curriculum Coordinating Committee (Pease)---no report

4. District Matriculation & Student Success Committee (Lambert)

A proposal for updating the charge and name of the committee was presented to DAS today. In January, a proposal for changes in membership will be presented. Lambert also reported that the committee is forming a workgroup to look at advanced education.

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Action:

Lopez to share with JP Sherry, LRCCD General Counsel, for initial review.

Senate presidents to share with local senates.
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5. District Educational Technology Committee (Dieli)

6. Academic Senate for California Community Colleges (May)

Crump reported that the ASCCC is hosting Faculty Diversification Regional meetings early next year---Bakersfield College (February 21), Yuba College (February 25), and Norco College (February 28)--- and encouraged senate presidents to consider sending representatives.

7. Los Rios College Federation of Teachers (Presidents/Perrone)

Adjourned at: 4:52pm

Future Events
Next DAS meeting – February 5, 2019 Main Conference Room, DO
● LRCCD Board of Trustees Meeting, January 10, 2019, 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

ATTACHMENT A:

## VISION FOR SUCCESS: LOCAL GOAL SETTING GUIDANCE AND DATES
*Based on November 5, 2018 memo from Laura Hope*

**Required Processes and Timeline:**
· By **December 15, 2018**: Colleges must certify to the Chancellor's Office that a process is underway to set measurable, aligned goals using a certification process completed online using a template the Chancellors Office will provide in November 2018 through a survey instrument. College CEO's will communicate to the Board President that this certification has occurred.
· By **May 31, 2019** district boards must adopt goals and submit them to the Chancellor's Office using the online Local Goals Reporting Form that will be available at the end of 2018. This must be signed by the Board President, Chief Executive Officer, and Academic Senate President.
· **NOTE:** all goals should be reported with an endpoint of 2021-22

Summary of the Chancellor's Office suggested approach/timeline to meet the May 31, 2019 deadline:

Review of Baseline Data
· Recommended November – December 2018
· Student Success Metrics (available on Launchboard)
· High Level/First Version of data available in October 2018
· Complete set of metrics and all the data for equity purposes available by February 15, 2019
· https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics
Review of Existing Plans and Priorities
· Recommended January 2019

- May use existing plans at college and district level as a starting point to identify current improvement priorities in development of local goals that comply with the regulations of the new law
- If existing plans already include numeric goals that align with the Vision for Success, district and colleges may use these as a starting point. However, they should be reviewed in light of the current data and system wide Vision for Success goals to evaluate if more ambitious goals are necessary.
- Improvement goals must include a timeline for goal achievement as well be stated in numeric/measurable terms.

Setting Goals
- Recommended February – April 2019
- Encourage dialogue (Examples: community forums, student focus groups and college consultation process).
- Institutional Effectiveness Partnership Initiative or other Initiatives can be re-purposed for local goal setting.
- Examples of discussion questions provided by CCCO in November 5th document
- Goals to align with the Vision of Success metrics/indicators although colleges may choose to set more goals than required

Adopting Goals and Role of Local Boards
- Trustees should be engaged in the goal setting process
- Once goals are finalized, must be included in a written board meeting agenda and formally adopted at a public meeting (as required by law).
- Must include explanation of how goals are consistent and aligned with Vision for Success

Reporting Local Goals
- Required by May 31, 2019
- CCCCO will provide Local Goals Reporting Form (online template)
- Districts will report goals using specified indicators form the Student Success Metrics Launchboard
- All Goals reported with an endpoint of 2021-22
- Boards should also submit the written agenda item regarding local goal setting and a summary of the board's action on the item.

Plan and Budget Alignment
- Ultimately, each district should align its "comprehensive plan" with its adopted local goals and align its budget with the "comprehensive plan".
- During 2019, CCCCO will work to revise/combine reporting for Guided Pathways, Student Equity and other major reports to assist districts in complying with requirements to align comprehensive plans with local goals.
- CCCCO will provide guidance on aligning budgets with comprehensive plans.
- Colleges will not be expected to submit their comprehensive plans and aligned budgets until May 31, 2020.

**Summer 2019**: CCCCO releases streamlined reporting requirements.

**Links:**
Vision Resource Center: https://visionresourcecenter.cccco.edu/
Student Success Metrics Launchboard: https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics

ATTACHMENT B: