**Los Rios Community College District**
**District Academic Senate**
**2017-2018**

DAS President…Julie Oliver
ARC President…Alisa Shubb
CRC President…Greg Beyrer
FLC President…Paula Haug
SCC President…Lori Petite

**District Office**
Main Conference Room
Tuesday, February 4, 2020
3:00 pm – 5:00 pm

**Approved Minutes**

| | | | |
|---|---|---|---|
| Julie Oliver | ARC | District Academic Senate President | X |
| Dan Crump | ARC | District Academic Senate Secretary | X |
| Alisa Shubb | ARC | Academic Senate President | X |
| Janay Lovering | ARC | Academic Senate Vice President | X |
| Amy Gaudard | ARC | Academic Senate Secretary | |
| Tressa Tabares | ARC | Academic Senate Past President | X |
| Greg Beyrer | CRC | Academic Senate President | X |
| Scott Crosier | CRC | Academic Senate Vice President | X |
| Teresa Aldredge | CRC | Academic Senate Secretary | X |
| Julie Oliver | CRC | Academic Senate Past-President | X |
| Paula Haug | FLC | Academic Senate President | X |
| Eric Wada | FLC | Academic Senate Vice President | X |
| Lisa Danner | FLC | Academic Senate Secretary | X |
| | FLC | Academic Senate Past President | |
| Lori Petite | SCC | Academic Senate President | X |
| Sandra Guzman | SCC | Academic Senate Vice President | |
| Kandace Knudson | SCC | Academic Senate Secretary | X |
| Troy Myers | SCC | Academic Senate Past President | X |
| Dyan Pease | SCC | District Curriculum Coordinating Committee (DCCC) | Excused |
| Alice Dieli | ARC | District Educational Technology Committee (DETC) | X |

| Karen Tercho | SCC | District Matriculation & Student Services Committee (DM&SSC) | X |
| Jason Newman | CRC | Los Rios Colleges Federation of Teachers (LRCFT) | X |

Preliminaries

1. Call to Order---called to order at 3:05pm.
2. Introduction of Guests
3. Approval of the Agenda---approved.
4. Approval of December 3, 2019 Minutes—approved.
5. Public Comment

DAS President's Report
6. Review of meeting notes and weekly recaps, and answering of any clarification questions.

| Week 1 Recap, Spring 2020 |
| --- |
| Week 1 Meetings |
| Tues Jan 21st<br>• DAS Presidents met with King and Nye. Notes from meeting approved by all in attendance.<br>Wed Jan 22nd<br>• Phone call with King and Oliver to set meeting time and have a general check-in. Nothing substantive discussed.<br>• Meeting with Nye. Notes from meeting approved by Nye.<br>Thurs Jan 23rd<br>• Attended ARC Senate meeting. |
| Week 1 Actions |
| • Appointed SCC Past President Troy Myers to the District Budget Committee as Faculty Co-Chair<br>• Appointed ARC President Alisa Shubb to the AB705 Work Group as Faculty Co-Chair<br>• Completed a formal request document to add final exam schedule to class listings and emailed to Nye.<br>• Confirmed that Dan Crump will continue to serve as the DAS Secretary.<br>• Began to schedule a meeting with articulation officers and curriculum chairs to discuss how to address classes which do not articulate the same way across the colleges.<br>• Discussed with DETC faculty co-chair Dieli about bringing a request to DAS regarding the automatic activation of Ally within Canvas. |

| Week 2 Recap Spring 2020 |
| --- |
| Week 2 Meetings |
| Mon Jan 27th |

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|---|
| • Chancellor's Cabinet (CC)-DAS Leadership Team 3pm DO Conference Room [see notes taken by Oliver]<br>• Online Education Planning—DAS Leadership Team with College Presidents [see shared principles notes]<br>Tues Jan 28th<br>• SCC Senate meeting—Oliver will attend 12pm<br>Wed Jan 29th<br>• DAS President meeting with King and Oliver—affirmation of positive meeting with College Presidents to discuss online education and plans to meet again Mon<br>• DAS President meeting with Tercho and Oliver regarding District Matriculation and Student Services Committee—review of status of committee and plans for this semester<br>Thurs Jan 30th<br>• District Ed Tech Committee (DETC)<br>Fri Jan 31st<br>• District Curriculum Coordinating Committee (DCCC) |
| Week 2 Actions |
| • Scheduled a meeting with articulation officers and curriculum chairs on Mon Feb 24th from 12-1pm to discuss how to address classes which do not articulate the same way across the colleges. DO Main Conference Room.<br>• Writing Competency Chair appointed, Heather Hutchison CRC. Starting two-year term starting fall 2020.<br>• Riad Bahhur, SCC, appointed to the International Education Committee.<br>• Emailed Measure EE information to all Los Rios faculty on Mon Jan 27th.<br>• Communication with LRCFT, Nye, Montgomery, and DETC about enrollment 90% rule changes in PeopleSoft implemented for spring 2020, and the effects on faculty. Email from District will soon be sent to all faculty acknowledging concerns and promising to research the problem with DO-IT with some resolution before second 8-week classes this spring. |

Oliver will be providing weekly updates of meetings and actions. These updates will also be made available on the DAS page of the LRCCD website.

Oliver also noted that faculty membership on district committees is being updated for currency. Also, an agenda item for the next DAS meeting will be consideration of a recommendation from the District Task Force on Textbook Affordability of a definition of low-cost instructional materials.


Information Items

None


Decision Items

7. DETC Statement of Support for the Implementation of Ally in Canvas [First Reading]---see Attachment A.
*Recognition of the statement from District Ed Tech Committee (DETC) followed by discussion of implementation, including creation of implementation group.*

Started this conversation in December.  Three different entities---Ed Tech, DAS, and Admin.  Need to pull together as one group for implementation of Accessibility Task Force.

Dieli---drafted statement in December.

In response to concerns that turning on Ally would show actions that could show up in faculty performance reviews, there have been assurances from Administration that it would not be used in the review process. Newman also noted that this has not come up in any meetings of which he is aware.
What are 10+1 issues with turning on Ally?  Oliver acknowledged that union concerns exist, but DAS needs to focus on 10+1 issues.  Is it good for students?  Is it good for faculty?
Oliver noted that this is a first step for helping with accessibility, i.e. first part of the broad umbrella that LRCCD needs to do for accessibility.

Implementation of the recommendations from the District Accessibility Task force were discussed at the December 3 DAS meeting, basic items such are charge and membership of any implementation group.

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Action:
Oliver to put a draft proposal with a review through many lenses, including senate presidents.

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<u>Discussion Items</u>

8. Online Education
*Report of the meetings between College Presidents and DAS Leadership Team to discussion how to collaboratively more forward with online programs in Los Rios CCD.*

Background: December 18<sup>th</sup> meeting to discuss online education in Los Rios, including senate presidents and other faculty DE leaders, with a presentation by CRC President Ed Bush and Torence Powell (Interim Vice President of Student Access) on equity issues.
A decision was made for the college presidents and college/district senate presidents to hold a series of meetings on Los Rios online education efforts.  Several meetings have been held (described as "positive" and "very productive") and a statement of shared principles was developed and share with Chancellor King and Deputy Chancellor Nye.

| Statement of Shared Principles |
| --- |
| In a spirit of collaboration not competition, which includes clear and transparent communication, and informed by effective data practices, we have an interest in a shared infrastructure for a quality student learning experience in online education in Los Rios CCD that meets students where they are, helps them succeed, and finds those students who are not yet being served.<br><br>An Online Coordinating Council is needed to begin the work, and a district-wide shared system for online courses being offered is also needed. |

Students...

1. having access to fully online programs
2. having access to fully online student support services
3. having the ability to complete an online program in a timely manner

4. are prepared for online transfer options allowing the completion of online bachelor's degrees

Reports

9. DAS Leadership Meeting with J. Nye and B. King - February 3, 2020

Report from DAS Leadership:

1. Online Education Planning—College Presidents and DAS Leadership have created shared principles, statement, and goals; online consultation council suggested

2. Enrollment Change (90% rule to 100% rule)
• Review of the draft letter and discussion of how/when to send; want to discuss with LRCFT; hope to have letter sent to all faculty this week.

Information Request
1. ARC Business Degree-what are the plans for this cohort
• How to clarify the fully online degree path? There are various answers. LRCCD still needs to grapple with answers.
• This is a two-year pilot, not all worked out for four semesters yet, some type of admission requirement from students committing to be in 100% online degree program
• Attempt to show how we can run a fully online program; 'proof of concept' to learn what students need through two-years (student services and support)
• Need to communicate this 'pilot' better to greater community and perhaps use 'proof of concept' instead of 'pilot'
• How many students? Approximately 80 in the cohort, will probably get enrollment at ARC first, but not opposed to pulling students from elsewhere
• To ensure their support the online pathway has been vetted and approved by the ARC Business Dept
• SCC concerns—thought the degree 'pilot' was stopped so faculty are confused [DAS will work together to clarify items to SCC business faculty; L. Petite will meet with SCC Business faculty.]

2. Admissions & Records Director position-explanation of this district position
• Ask Melanie Dixon to come and talk to this at our next meeting
• Oliver will be meeting with Dixon on Wed Feb 12th

3. Centralization at District-seems some things are being pulled in and centralized at DO (foundation, public information, etc); any others on the horizon
• According to King and Nye, the terms 'shared infrastructure' or 'collaboration' might be more effective in communicating alignment efforts...'centralization' term has baggage which isn't helpful in discussion.
• Examples of collaborative efforts—Online Education Planning, student services processes, IEPI collaboration successes (two million dollars in unrestricted funds), online grants

• College Futures Grant—bringing counselors together to share best practices and learn from each other; financial aid collaboration to help more students get Pell Grants and identify best practices in FA which is very siloed now
• Student Health Services Fee—agreement on baseline services; ARC has hired a director but not all colleges have funds to do this; College Presidents recommend a model with a districtwide Health Services Director to support student health work at all colleges; status quo on nursing faculty and hiring, but they would have a person to report to with more knowledge of health care; a director, even when shared across the colleges, may help alleviate some of the administrative work of nurses
• Metric for Success—alignment to help with research and determining what are the metrics where we see leading indicators, such as units students have taken, etc; coordination to have research measure same things across the district
• Accessibility—district coordination with new position hired to help all colleges with accessibility
• Accreditation—parts of standards 3 and 4 are similar for all colleges. To reduce duplicative, accreditation-related workload at the colleges and to ensure districtwide processes and services are reflected accurately in the appropriate ISER standards, the interest is to write a single version of those specific standards sections and include that language in all of the college ISERs. All of the colleges will be asked to review the proposed draft ISER language to ensure we have agreement across the district.
• King is always asking College Presidents to bring good ideas to the table at Tuesday DO Executive Team meetings, and encouraging them to work collaboratively more on issues which may benefit all the colleges.

4. College & District Enrollment Number-request for current numbers
• Handout from Nye given with enrollment numbers
• Goes from fall to fall, spring to spring and on exact days (with some exceptions which may make the numbers not quite accurate)
• Important to look at far right column, 'Total WSCH'
• Evening numbers are decreasing while online numbers are increased, may be related (students selecting online verses evening classes)
• Overall the district 'Total WSCH' is important, LRCCD is up 0.62%
• Should discuss what is working at CRC, opt-out enrollment to be rolled out to other colleges
• Online—look at 'Weekly Census' line to compare on-ground and on-line/hybrid Report from King

1. Thursday January 30th meeting with Sacramento Mayor Steinberg, B. King and R. Nelson (CSUS President) about construction programs and money available for them (one million dollars). Desire to have a construction workforce hub in the region. King to have continued conversations..

Oliver reminded senate presidents of training from the ACCJC (Accrediting Commission for Community and Junior Colleges on March 17 (8:30-12:30pm)

Questions/Concerns from DAS members:
- Concern that mental health services have not been addressed with the student health fees.
- ARC business degree---mention of "centralized student support system." Will the SCC grant for wraparound services for student services be incorporated into this?

10. College Academic Senate Presidents

ARC---discussed 90% enrollment---glad that it is being discussed at district level.
CRC---meeting this coming Friday
FLC---noted there are 321 faculty spots on committees. Possible area reorganization.

SCC---King/Nye heard presentation from our Achieving the Dream team---productive. Safety update (had faculty mugging at beginning of the term). Accreditation work teams. Committee appointments.

11. District Curriculum Coordinating Committee---see Attachment B. Shubb also noted that DAS will be seeing some proposed policy/regulation for student to choose from a variety of General Education patterns, e.g. local, IGETC, CSU GE for the local degree. Discussion of allowing C minus. Conversation to change catalog start date. Is there interest in discussing noncredit?

12. District Matriculation & Student Success Committee---met on January 27. Things are moving forward---Tercho and Melanie Dixon made a visual presentation to DM&SSC about the proposed new form of the committee. Looking at membership list (will probably be pared down---committee down, but with work groups). Plan to have online meetings. March and April---info to Chancellor's Cabinet and Board of Trustees.

13. District Educational Technology Committee---see Attachment C.

13. Academic Senate for California Community Colleges---Guided Pathways (GP) regional workshops---Fresno City College (March 13) and Merritt College (April 24)---focusing on data collection and analysis, and discussion for GP liaison and what they are doing in colleges. Area A meeting at Madera College on March 27. Faculty and Staff Diversification Symposium in Sacramento (March 19-20)--CRC sending team.

14. Los Rios College Federation of Teachers---see Attachment D.

15. AB 705 (Shubb)---conversation on how to make it clear for when students use GPA. Math is having serious issues with use of the term "transfer-level math"---students do not need to take transfer-level math in all programs. Would like use of the term "degree-applicable" math courses. ESL---now working on the issues that math and English have been working on; they also need a placement tool (approved by Chancellor's Office). Issue of reassigned time for the work---it is not equitable for faculty.


Adjourned at 4:50pm


ATTACHMENT A:

**FIRST READING: Statement of Support for the Implementation of Ally in Canvas**
The Educational Technology Committee continues to discuss implementation plans for Ally. Ally is currently available for instructors an opt-in feature within Canvas. It provides an accessibility status of attached files as well as guidance for remediating accessibility issues. Ally does not *fix* issues. However, without any intervention on the part of faculty, Ally provides alternative formats of attached files for all users. Alternative formats include Tagged PDF, HTML file, ePub, Electronic Braille, and Audio (mp3). When integrated into Canvas, Ally immediately makes these alternate formats available for users to download. It is important to note that the degree of accessibility within the alternate formats is dependent upon the level of accessibility in the original document.

Therefore, the Educational Technology Committee supports enabling Ally across the board for all LRCCD Canvas courses, as a benefit to students, with the understanding that Ally information cannot be used to penalize instructors in any type of evaluation.

The Educational Technology Committee also recommends that, concurrent with enabling Ally, a communication be sent to instructors with links to resources explaining how to use Ally, what the student view of Ally looks like, and suggestions for explaining how students can take advantage of the alternate formats Ally provides.

ATTACHMENT B:

**DCCC Report to the District Academic Senate, February 4, 2020**

1. **Curriculum:** Courses and programs on the January 31, 2020 DCCC agenda were reviewed and approved. New courses and programs and deletions that were approved at DCCC will appear on the next Board of Trustees agenda.
2. **Competency Committees:** The Math Competency Committee has been tasked with a re-review of POLS 382 (CRC) using the revised process outlined by the DCCC in December.
3. **New Designators/Thematic Blocks/Families:** SCC was approved for a new designator: CNC (CNC Machining) and associated thematic blocks.
4. **Collaboration Requests**: Open collaboration requests in the District were discussed. Progress is monitored by the Curriculum Chairs at each college.
5. **GE Alignment Project**: The GE alignment project will move forward at its first meeting of the semester on Monday, February 24, 2020. See Julie Oliver for details.
6. **AB 705**: As AB 705 has changed the way students are placed in Math and English courses, the SOCRATES terminology "Eligibility for…" is no longer appropriate. It was agreed that the task of determining a new way to communicate skill level required in a course will be discussed by the AB 705 Workgroup. Tammy Montgomery will bring the topic up at future meetings of the AB 705 workgroup.
7. **Non-Credit:** The topic of non-credit courses was brought up at the meeting. Tammy Montgomery indicated that the district does not have an interest in offering non-credit courses, however, it might be open to discussion if the Academic Senate wants to pursue it.
8. **SOCRATES Advisory Group (SAG):** No report
9. **District Report:** No report

Respectfully Submitted,
Dyan Pease, DCCC Chair

ATTACHMENT C:

**District Educational Technology Committee Report to the District Academic Senate Jan 4, 2020**

The following items were discussed during the District Educational Technology Committee meeting on January 30, 2020:

**Implementation of Gender Pronouns:**

Dr. Emilie Mitchell, the district LGBTQ+ liaison and ARC Pride Center Director, reported on efforts to allow the option for students and staff to select a preferred pronoun in Canvas and other platforms. She is a member of the district workgroup considering how to accomplish a unified rollout of gender pronoun options across multiple LRCCD platforms to provide a consistent experience for district students. She noted that Canvas has added the feature, however, the LMS Coordinators opted to hold off the active implementation until the district group had agreed on a strategy that includes a district-wide student survey, input from faculty at all colleges, prioritization from IT, and plans for professional development and support for users.

Within this discussion, the topic of the role of the LMS coordinators was brought up. The faculty who are members of the LMS Coordinator group (DE Coordinators, Instruction Dev Coordinators, OCDCs and college Canvas admins) meet bi-weekly with the district Canvas team. There is an expectation that the LMS coordinators represent their individual colleges, request information from the college groups as appropriate, and report back to their colleges. LMS Coordinators report is also part of the information sharing to the Ed Tech Committee.

**Ally Statement of Support:**
The DETC has continued to discuss the implementation of Ally in Canvas – it is now an opt-in request for faculty on a course-by-course basis. At the conclusion of work by the district Technology Accessibility Task Force last fall, DETC took two actions:
1. DETC formed a workgroup to look at implementation of the task force recommendation. Upon learning of the DAS plans for a similar effort, the DETC members volunteered to join the DAS group to combine efforts. Those names have been forwarded to DAS.
2. DETC finalized the following recommendation in support of Ally implementation in Canvas:

**Statement of Support for the Implementation of Ally in Canvas**
The Educational Technology Committee continues to discuss implementation plans for Ally. Ally is currently available for instructors an opt-in feature within Canvas. It provides an accessibility status of attached files as well as guidance for remediating accessibility issues. Ally does not *fix* issues. However, without any intervention on the part of faculty, Ally provides alternative formats of attached files for all users. Alternative formats include Tagged PDF, HTML file, ePub, Electronic Braille, and Audio (mp3). When integrated into Canvas, Ally immediately makes these alternate formats available for users to download. It is important to note that the degree of accessibility within the alternate formats is dependent upon the level of accessibility in the original document.
Therefore, the Educational Technology Committee supports enabling Ally across the board for all LRCCD Canvas courses, as a benefit to students, with the understanding that Ally information cannot be used to penalize instructors in any type of evaluation.
The Educational Technology Committee also recommends that, concurrent with enabling Ally, a communication be sent to instructors with links to resources explaining how to use Ally, what the student view of Ally looks like, and suggestions for explaining how students can take advantage of the alternate formats Ally provides.

**Informational Updates**
☐ IT/LMS– 52-53,000 unique students are using Canvas; 31,000 course activities. Proctorio is being discontinued and the district is looking into replacing it as well as NameCoach and Smarter Measure, but funding for replacements will be at a higher cost and there is currently no budget allocated for these purchases. VeriCite, the district's anti-plagiarism software, will also expire on 6/30/20. Turnitin, Simcheck and Unicheck are considerations to replace it. Simcheck and Unicheck lack basic functionality; Turnitin is costly. It was noted that after two years of work, the District is ready to go live with the CVC-OEI membership once the VPI/VPSS determine the optimal time to do this and enrollment concerns regarding waitlist and preferences are eliminated. It was noted that a communication plan needs to be in place before we go live with CVC-OEI.
☐ A recent change to the enrollment process caused enrollment/wait list issues for faculty and students and the update may have been formulated and implemented without faculty knowledge or input. It was noted that the updates were discussed at VPI/VPSS but may not have filtered to the campus. This issue occurred before the updates were made, but only if the class was under 90% enrolled. This is another instance where the technical piece is developed, but then the rollout and communication plan need improvement. It was noted that faculty were informed in December of the updates but by that time, the agreement to implement

the updates was a "done deal," and the faculty were not aware of the implications nor were they involved in the process.

☐ OCDC– Fast Track & OEI Rubric Academy Report - 125 courses have gone through the academy, the majority of which are required for CTE and or GE patterns; 24 courses are already aligned. As noted previously the CTE grant funds are being used to hire temporary OCDCs, students and temporary classified staff and a Web & Media Design Specialist has been funded through the end of June.

☐ Library– Alma system implementation is complete and appears to be working well. It was noted that it includes an auto renewal of books after the first date of return is reached to eliminate the automatic assessment of late book fees. An email is sent to the student notifying them of the renewal and the future date at which time fees will be assessed. However, if the book in question is on reserve for someone else, there is no automatic renewal.

☐ SCC– 30 Chromebooks were issued to students to help with the digital gap. Their Spring Online Teaching and Learning Academy will start February 10th. They will employ a CityWayz Program to improve student experience by making a personal connection, using relatable material, and providing clarity, flexibility, and communication.

☐ FLC- an Instructional Design Coordinator is being sought; the CIS program at FLC was recognized as a Top Ten Program in the state; they received their first OEI course approval and have two more pending.

☐ CRC– 26 faculty have enrolled in the Online Teaching Institute and they will offer PD opportunities around accessibility and the OEI rubric.

☐ ARC– the Spring Online Teaching Institute has started, they are working on home bases based on area of interest in the program maps; scaling up dual enrollment focus.

Respectfully submitted,
**Alice L. Dieli**
ARC Faculty Instructional Development Coordinator/DETC Co-chair


ATTACHMENT D:

**LRCFT Report to DAS, February 4, 2020**
Greetings to the Senate:

1. **ASU 2+2**: the LRCFT presented the district with a demand to negotiate the new program with the potential of an unfair labor practices charge for not discussing the program prior to implementation. District is currently in the process of providing documentation about the partnership for our union to review.

2. **Enrollment Policy changes**: the LRCFT presented the district with a demand to negotiate with the potential of an unfair labor practices charge regarding the new enrollment policy announced during final exam week last semester. More meetings are planned to discuss the process.

3. The LRCFT PAFC is organizing an **International Women's Day** march and a **Cesar Chavez Day** march in our local community in conjunction with city residents and other local unions.

4. **Negotiations**: the LRCFT negotiating team of 12 members met recently with the District team to lay out negotiation meetings for this semester. Report-outs will take place during the semester. The following small teams of 4-6 people were formed and discussed key problems based on the faculty survey and union leadership input:

a. Workload issues: Pay increase, Performance Review, College Service, Work Week, etc.
b. Distance Education issues: On line load, interactivity, accessibility, etc.
c. Part-Timer Adj. issues: Longevity, health ins., professional development, equity, etc.
d. Financial issues: Pay increase, lecture/lab parity, health insurance, etc.

5. **Senate hearing 2/13 at 9 am re: Calbright**: Faculty union leadership and interested faculty will attend the Senate hearing and testify about the problems of Calbright for community colleges.

6. **FACCC conference** in March: Union leadership will attend this conference.


ATTACHMENT E:

DAS Leadership (Beyrer, Haug, Petite, Shubb, Oliver) Meeting Brian King and Jamey Nye
Tuesday January 21, 2020

1. Collegial Consultation—Ed Code, Title 5, LRCCD Policies & Regulations
• Simply a reminder that we are legislatively required to consult on all academic and professional matters

1. Debrief of December Districtwide Online Meeting and Expectations for Upcoming Online meeting with all College and Senate Presidents on Jan 27th
• Agreement that the December meeting was good, and appropriate to have paused the work on any "2+2" agreements to reconsider how we are doing this work.
• January 27th meeting with DAS leaders and College Presidents will focus on how move forward to build our online degree program and strengthen our online offerings (especially accessibility issues) in Los Rios. Then, plan for future discussions of how to assist students with online transfer pathways to complete four-year degrees. An Online Coordinating Council may need to be proposed and formed with a similar task as the PPC.
• ARC cohort will start in the fall and continue through two-year cycle of business online degree program. The cohort will be monitored so improvements may be made, especially in terms of online student services.
• By Fall 2022 there is hope that more online degree programs will exist in Los Rios. The district has an interest in supporting the development and offering of online degrees.

2. Guided Pathways-where are the colleges now, expected spring semester activity, areas for alignment across colleges
• High Point Degree Planner-degrees are being entered and will be live with phase one for summer 2020. Displays of pathways will be similar across the colleges. GE options may vary from college to college.
• Consider ways to align with other colleges when rolling out new ideas when such alignment will help avoid confusion for students.

3. Accessibility Support for Faculty/Employees & PD Support in general
• District has hired one accessibility specialist to help faculty across the district with making sure their classes meet accessibility guidelines. Hoping to have more PD offerings, and perhaps a "train the trainer" option.
• DETC has a desire to have Ally turned on for everyone in Canvas, not having it only optional anymore. In the past LRCFT had concerns about this and any influence Ally reports might have on the performance review process. Believe those concerns are not valid since only the instructor of records sees the Ally results. DETC needs to bring the request to DAS, and then DAS needs decide to support or not support turning Ally on for all. [J. Oliver will talk with DETC Faculty Chair A. Dieli about bringing to DAS.]

• A district implementation team is needed to focus on implementation of the Accessibility Task Force Recommendations. Would need representation from across the district.

4. Bond Measure and Capital Improvements-ensuring faculty input during planning process
• Bond measure is on the March 3rd election ballot. B. King will forward language to share with faculty across the district.
• New building planning needs to include future users in the process. We need to ensure that the proper stakeholders participate in these meetings and understand the 'realities' of the process (you won't always get everything you want in a new building!).

5. Long Range Plans-accreditation, strategic planning, other projects
• A draft accreditation timeline (see Attachment F) was distributed. March 17th ACCJC training from 8:30-12:30 for all DACC members and standards chairs.
• The current Strategic Plan for Los Rios ends in 2021. There will have to be some level of work to update the current plan to take us past 2021. More to come on this later.
• Work with the College Futures Grant will be happening this semester. Mainly with counselor and student services.

6. ARC Presidential Search Timeline
• B. King will forward timeframe to A. Shubb.

7. Other…Need to address classes which do not articulate the same way across the colleges. J. Nye will send a document outlining the scope of the problem. Suggested to have a group work to come up with a plan. [J. Oliver will consult with DCCC Faculty Chair Dyan Pease and DAS to start this process.]


ATTACHMENT F:

**Overview of District and Local Accreditation Timeline**
**12-6-19**

**2019-20 – Preparatory work**
**Fall:**
 □ District Accreditation Coordinating Committee (DACC) develops ISER timeline
 □ DACC meets with Gohar Momjian, our ACCJC liaison, to discuss the Formative/Summative review process on Nov. 1
 □ DACC finalizes timeline on Dec. 6
**Spring:**
 □ College information kick-off
 □ College ALOs form organizing committees (with representatives from college constituency groups)
 □ Identify standard leads and workgroups
 □ ACCJC training held at DO (place TBD) on March 17 from 8:30 am-12:30 pm (hold)—all DACC members as well as Standards chairs must attend (others are welcome as space permits)
 □ ACCJC liaison visits colleges (all who are interested are invited to attend the meet and greet)
   o March 17, 2:00-4:00 pm at FLC
   o March 18, 9:00-11:00 am at ARC
   o March 18, 12:30-2:30 pm at SCC
   o March 18, 3:00-5:00 pm at CRC

- ☐ Workgroups develop outlines
- ☐ Quality Focused Essay (QFE) topic determined at College
- ☐ DACC meets monthly; District-focused standards discussed

## 2020-21 – Draft of ISER completed
**Fall:**
- ☐ College accreditation workgroup organizes committee meetings and information campaign
- ☐ Develop document library, track information, and organize evidence
- ☐ Hold meetings and provide updates for College Community (flex, senates, etc.)
- ☐ Conduct campus climate surveys (faculty, staff, students, admin)
- ☐ Writing: Analysis and Evaluation
- ☐ Writing: Conclusion
- ☐ Writing: Improvement Plans
- ☐ DACC meets monthly; District information shared for consistency

**Spring:**
- ☐ College accreditation workgroup organizes committee meetings and information campaign
- ☐ Develop document library, track information, and organize evidence
- ☐ Hold meetings and provide updates for College Community (flex, senates, etc.)
- ☐ Complete evidence list
- ☐ Seek feedback from college constituencies and faculty/staff/students on programs and services of the College
- ☐ College accreditation workgroup integrates feedback and completes revisions
- ☐ Full draft of ISER completed
- ☐ DACC members meet monthly, review each other's drafts and provide feedback (which may or may not be used)

## 2021-22 – ISER finalized and sent to ACCJC
**Fall:**
- ☐ College accreditation workgroup conducts local accreditation information campaign
- ☐ Constituent groups review and provide remaining feedback in September
- ☐ Colleges make final edits and update evidence in early October
- ☐ Full draft of ISER completed and approved by college constituencies in the second half of October
- ☐ ISER approved by Board of Trustees in November

**Spring – January 2022:**
- ☐ Self-Evaluation sent to ACCJC Core Team in January
- ☐ The ACCJC Team ISER Review takes place. (This will be 6 months prior to the Focused Site Visit).
- ☐ The ACCJC Team will specify areas of operations where no concerns remain, and thus need not be addressed during the subsequent Focused Site Visit. The ACCJC Team will also identify "Core Inquiries" and communicate these to college leadership so that additional information can be provided or improvements made prior to the Focused Site Visit.
- ☐ College accreditation workgroup continues to conduct local accreditation information campaign
- ☐ Upon receipt of recommendations from the ACCJC Core Team, College accreditation workgroup prepares responses with documentation

## Fall 2022 – Accreditation visit
- ☐ Responses to recommendations go to ACCJC Team

- ☐ College prepares for ACCJC Focused Site Visit by having produced additional supporting evidence, as specified by the Core Inquiries, and will have documented the continued maturation of its structures or processes in order to demonstrate alignment and compliance with ACCJC Standards and policies.
- ☐ College arranges hotel for Focused Site Visit team
- ☐ College arranges requested interviews on campus
- ☐ DO works with colleges to schedule visiting team meetings with DO and BoT members
- ☐ Focused Site Visit occurs. The team report to the Commission is based on the status of the institution at the time of the Focused Site Visit, reflecting the progress achieved in the interval following the Team ISER Review
- ☐ Pay ACCJC - Travel, etc. for team

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ATTACHMENT G:

DAS President Oliver Meeting with Jamey Nye
Wednesday January 22, 2020

1. Misalignment of articulation for GE courses—J. Oliver will request a meeting with all articulation officers and the curriculum chairs to discuss how to start this process. N. Edmonson will help with logistics.

2. DETC request to turn on Ally—J. Oliver will talk with A. Dieli and also attend the Jan 30th DETC meeting. Goal to bring Ally request to DAS on Feb 4th, send to colleges for discussion, and return to DAS on Feb 18th for decision. If approved, remainder of semester could be used to develop messaging and trainings for faculty.

3. Creation of an Implementation group for Accessibility Task Force Guidelines—J. Nye will bring to DETC to start process of creating a group. Request for faculty involvement will come to DAS.

4. Alignment of GPA for English—research group from district and colleges will be reviewing all the data from AB705 changes and presenting the results to have a discussion about GPA cut-offs. Interest of J. Nye to align to 2.6 GPA cut off for mandatory co-requisite requirements.


ATTACHMENT H: