

Tuesday, February 18, 2020

3:00 pm – 5:00 pm

District Office

Main Conference Room

Agenda

Preliminaries

1. Call to Order
2. Welcome & Introduction of Guests
3. Approval of the Agenda
4. Approval of February 4, 2020 Minutes
5. Public Comment (3 minutes per person as time permits)

DAS President's Report

(10 minutes)

6. Review of meeting notes and weekly recaps, and answering of any clarification questions.

Decision Items

(15 minutes per item)

7. **DETC Statement of Support for the Implementation of Ally in Canvas [Second Reading]** *Recognition of the statement from District Ed Tech Committee (DETC) followed by discussion of implementation, including creation of implementation group.*
8. **Low-Cost Instructional Materials [First Reading]** *Consider adoption of recommendation from the District Task Force on Textbook Affordability on a definition of Low-Cost Instructional Materials. (see supporting documents)*

Discussion Items

(15 minutes per item)

9. **Collegial Consultation** *Discussion regarding fall 2019 consultation, per DAS Resolution passed fall 2019 semester. (see supporting documents)*
10. **Pronoun Project** *Discussion of project to add pronouns to Canvas and other district systems, and providing professional development on the topic for employees.*
11. **Enrollment 90% Rule Change** *Review the statement forwarded by the ARC Academic Senate in regard to the December enrollment management policy change. (see supporting documents)*

Reports*(5 minutes per item)*

12. Meetings with Chancellor, Deputy Chancellor, etc.
13. College Academic Senate Presidents
14. District Curriculum Coordinating Committee (Pease)
15. District Matriculation & Student Success Committee (Tercho)
16. District Educational Technology Committee (Dieli)
17. Other meeting reports-AB705, Calendar, Hiring Manual, etc.
18. Academic Senate for California Community Colleges (Crump, Wada)
19. Los Rios College Federation of Teachers (Newman)

Future Events**Next DAS meeting –March 3rd, Main Conference Room, District Office**

- LRCCD Board of Trustees Meeting, Wed March 11th, 5:30 CRC Winn 150
- [Academic Senate for California Community Colleges\(ASCCC\) Events](#)
- ASCCC Area A Fri March 27th Madera Community College
- ASCCC 2020 Spring Plenary, April 16 - 18, Oakland Marriott City Center

SUPPORTING MATERIALS:**Agenda Item #7****SECOND 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.

Agenda Item #8

Low-Cost Instructional Materials Definition

Course sections with the Low-Cost designation use instructional materials that cost a total of \$40 or less.

- *Instructional materials include items such as textbooks, websites, software programs, apps, courseware packages, and access codes to homework websites. It does not include items such as lab coats, goggles, notebook paper, art materials, thumb drives, or calculators.*
- *The designation is based on the cost of new permanent materials, not used or rentals books.*
- *The costs are based on the pre-tax retail cost of the new materials in the College Store.*
- *A section that uses free digital materials, but requires students to print some of the course materials, may be designated as Low-Cost if the print costs can be reasonably expected to be under \$40.*

The definition of “low-cost instructional materials” will be reviewed at least every three years.

Agenda Item #9

Resolution: Creating Accountability for Collegial Consultation on Academic and Professional Matters

WHEREAS, on January 14, 2019, the four college Senate Presidents, the LRCCD Academic Senate President, the LRCCD Chancellor, and the LRCCD Vice Chancellor of Education and Technology engaged in a facilitated discussion using the Interest Based Approach (IBA), and in doing so agreed upon specific ways of improving collegial consultation processes based on AB 1725, which requires that faculty make recommendations to the local board or designee with regard to academic and professional matters (otherwise known as the “10+1”), and Title 5 regulations, as codified in LRCCD Board Policies^[1] and Regulations^[2], which contain specific language delineating how collegial consultation with faculty regarding academic and professional matters should occur;

WHEREAS, for some academic and professional matters, local boards should “rely primarily upon” faculty, such that “the recommendations of the senate will normally be accepted, and only in exceptional circumstances and for compelling reasons will the recommendations not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the Academic Senate, shall promptly communicate its reasons in writing to the Academic Senate”² For the remaining academic and professional matters outlined in the 10+1, local boards and Academic Senates need to “reach mutual agreement,” and if they fail to reach mutual agreement, “existing policy shall remain in effect except in cases of legal liability or fiscal hardship. The local board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons”^[3];

WHEREAS, the LRCCD Academic Senate is very concerned that the voices from the Governor’s office, the legislature, and the state chancellor’s office have been having a much more powerful effect on our district-level decision-making processes than the voices of the Los Rios Community College District (LRCCD) Academic Senate or our local college Senates, and that the LRCCD Chancellor’s Office has not consistently been engaging in collegial consultation with the LRCCD Academic Senate as outlined by Title 5 and LRCCD Board Policies and Regulations;

RESOLVED, the LRCCD Academic Senate expresses to the LRCCD Chancellor, the Vice Chancellor of Education and Technology, and the Los Rios Community College District Board of Trustees its ongoing commitment to the collegial consultation process regarding academic and professional matters;

RESOLVED, the LRCCD Academic Senate urges the LRCCD Chancellor, the Vice Chancellor of Education and Technology, and the LRCCD Board of Trustees to work with the LRCCD Academic Senate to jointly reaffirm in writing our legal, ethical, and values-driven commitment to collegial consultation on academic and professional matters; and

RESOLVED, the LRCCD Academic Senate urges the LRCCD Chancellor and Vice Chancellor of Education and Technology to continue to work with the LRCCD Academic Senate to develop and implement a system of mutual accountability with clear and measurable criteria to ensure that collegial consultation on academic and professional matters is occurring consistently; and

RESOLVED, the LRCCD Academic Senate recommends that the LRCCD Academic Senate Executive Council, using the above-stated mutually agreed upon criteria, provide a report at least once a semester to the District Academic Senate documenting the status of collegial consultation between the LRCCD Chancellor's Office and the LRCCD Academic Senate.

^[1] LRCCD Board Policy P-3412, http://www.losrios.edu/general_counsel/Policies/P-3000/P-3412.pdf

^[2] LRCCD Board Regulation R-3412, http://www.losrios.edu/general_counsel/Regulations/R-3000/R-3412.pdf

^[3] Title 5 § 53203(d)(2)

Agenda Item #11

The American River College Academic Senate asserts that determination of when a student should be permitted to enroll in a course beyond the first day of instruction is an academic and professional matter directly related to a) delivery of curriculum, and b) student preparation and success, therefore the District should rely primarily upon the Academic Senate to decide policy around student adds once a course has begun.

Since the Academic Senate has not yet weighed in on the matter of changing policy related to student adds after the first day of instruction, the District should revert immediately to previous policy of requiring instructor permission to add any course after the first day of instruction.