



**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 18, 2020
3:00 pm – 5:00 pm

Approved Minutes

Julie Oliver	CRC	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
NONE	FLC	Academic Senate Past President	
Lori Petite	SCC	Academic Senate President	X
Sandra Guzman	SCC	Academic Senate Vice President	X
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 3:03pm.
2. Introduction of Guests---none.
3. Approval of the Agenda---approved.
4. Approval of Minutes of February 4, 2020—approved.
5. Public Comment---none.

DAS President’s Report

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

Week 3 Recap/Week 4 Outlook, and Week 4 Recap, Week 5 Update---See Attachment A.

- Academic Calendar---discussion about the shifting of Spring Break and possibly starting Spring Semester a week later.
- Exploring and educating about noncredit---including Career Development and College Preparation (CDCP) apportionment and possible use of noncredit for AB 705 co-requisite courses in Math and English.

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.

Oliver noted that the statement calls for the need for information/education and professional development for faculty before the service is turned on---messaging is very important. It was suggested that it would be good if the message about Ally came from the local senate presidents. The timeline needs to be clarified---it is different than was in the recommendations of the District Accessibility Task Force. Newman noted that the District has expressed interest in “accessible” and “accessibility” in the contract (nothing specific, yet).

ARC---has had a presentation. Vote will be if ARC AS supports the recommendation of Ed Tech to DAS.
 CRC---agenda for next meeting.
 FLC---after a robust discussion, in favor of Ally.
 SCC---has been presented as an information item.

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)

Action:
 Suspend rules to take proposal to a second reading at this meeting
 M/S/C Beyrer/Haug (ARC voted no).

ARC---what should be covered by low cost---if you advertise as low cost, then what if other things are covered---is this false advertising. Implication that there is a value judgement---the “dollar amount” of the cost.

It was noted that supplementary materials (e.g. goggles or field trips) are many times noted in the Course Outline of Record (COR) for a course. It was suggested that instructional materials are those materials that provide instruction (e.g. textbooks and lab manuals) as opposed to supplies.

Action:

Approval of the proposal.

M/S/C---Beyrer/Crosier (ARC voted no)

The proposal was approved with the strong encouragement that the Task Force ensure that students are appropriately informed on what is meant (and not meant) by the low-cost definition and designation, and that any review would include a discussion of the dollar amount in the definition. .

Discussion Items (15 minutes per item)

9. Collegial Consultation

Discussion regarding fall 2019 consultation, per DAS Resolution passed fall 2019 semester. (see supporting documents)

Evaluation of Collegial Consultation over the Fall 2019 Semester.

- Valiant effort to increase communication by increasing the number of meetings---not sure if it solved or “chipped away” at the need.
- Actions have been appropriately “corrective.”
- There have been good efforts made on improving communication, but “there needs to be “more.”
- There are deep-seated issues that require earnest and meaningful discussions with the academic senates. It needs to be understood that involving academic senate is not just about curriculum---there are more 10+1 issues (other than curriculum) for faculty. Student services have some specific faculty purview issues.
- Need to be more than responsive. Also need to get feedback from faculty from the “get-go.”
- Faculty---please help DAS President by keeping them up-to-date when you feel there is a 10+1 issue.
- Message to King and Nye---there has been improvement, but there needs to be more improvement.

10. Pronoun Project

Discussion of project to add pronouns to Canvas and other district systems, and providing professional development on the topic for employees.

- Example of pronoun use at the SCC Library about referring to students with the “they” pronoun. This is also a conversation that will continue.
- Professional development for employees.
- Go Emilie!!!!
- Embrace any consequences that comes from this technical change.

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)

Oliver reported that there is agreement from Chancellor King, Deputy Chancellor Nye, and Associate Vice Chancellor Montgomery that we are rolling back to what it was, also with the understanding that any further discussions will have faculty input.

ARC Statement---there were issues that were not addressed. Shubb noted that the sense of ARC Senate members was that students were showing up and faculty were frustrated that student needs couldn't be properly addressed. Once the course starts, you are delivering curriculum for student success.

Comments:

- Faculty want to maintain control over the size of the course.
- Want to honor and recognize faculty voices.
- There are students waiting in line for hours to find out how to use a permission number. What is needed is that faculty should not be handing out permission numbers if class is at 90% size, but instead, telling students that there are spaces and for them to immediately go and register for the course.
- The use of the 90% Rule cuts off ability for students to get on the waitlist.
- Need to have information/instruction for students to know about permission numbers.
- By adding students in the first week, we are sanctioning such behavior.
- Need to give instructional faculty "real time" access to rosters, something we currently do not have.
- Issue is with the technical component. If the class is not full, there shouldn't be a waitlist. Access to students is really important---again, need real time access to rosters.
- There will be a conversation. Stay tuned. Tightrope balance. Students need access and faculty need control.
- Administration has repeatedly stated that it has been shared with VPIs and VPSSs---and frustration there was no appropriate discussion with local academic senates.
- What are the interests that are not being met by the current process?

Reports (5 minutes per item)

12. Meetings with Chancellor, Deputy Chancellor, etc.

DAS Leadership Meeting with King, Nye, and Montgomery---February 18, 2020

1. Enrollment-90% rule change, email to faculty, ARC statement

- Decision to revert back to 90% rule, and then have enrollment conversations with faculty and IT PeopleSoft folks to determine what, if any, changes need to be made to increase student access while still allowing faculty to have the ability to control enrollment once classes have started
- Counseling said many student don't know what to do with permission number once received from classroom faculty
- Discussion on possibility of eliminating late enrollment may also be needed

2. District Accessibility Implementation Committee-share draft of purpose and membership

- Ask LRCFT if they want more than one faculty member on the committee
- Faculty and Administrative Co-chair
- King and Nye will review draft document and offer other feedback and edits, and DAS/local Senates/DETC will also provide feedback

3. Two concerns about communication...

- Access to Canvas class shells given to one faculty member, who legitimately needed the access to complete assigned work, but without consultation with faculty especially LMS Coordinators and members of DETC. Uninformed faculty were concerned upon seeing this access in their course shells.
- Nye, Montgomery, and King were not aware of this issue. Nye will gather additional information and follow-up directly with Oliver.
- Front Door Re-Design, seems faculty may not have been appointed through a Senate process to ensure adequate faculty input on academic and professional matters.
- Additional clarification of project charter workgroups, such as the Front Door Re-Design, will occur in upcoming meetings between DAS Leadership and District Office Administration.

4. Homeless/Unhomed LRCCD Students—any plans for this crisis

- There may one-time funds available this year for food and housing insecurity
- Sara Goldrick-Rab (Temple University) recently spoke with King about the Schultz Family Foundation looking for multi-college district to do work with Edquity to support emergency insecurity funds for students; letter of interest deadline soon; must commit to be a part of statewide effort
- CRC is working to secure hotel vouchers for students. If all colleges worked together with hotel chains, we might get better deals.

5. Academic Calendar meeting Tuesday March 31st to discuss two main items for 2022 calendar

- spring break---when to have it---mid way through term, or status quo
- potentially starting one week later for spring semester, thus ending one week later in May

6. Noncredit—something for Los Rios to consider

- ASCCC position paper handed out with request for all to read
- AB705 corequisites may benefit from noncredit options
- discuss with AB705 Math and English subgroups to gather information on student preparedness and student success
- possibly request forum for Los Rios presented by ASCCC, make sure LRCFT representatives are at forum
- LRCFT would most likely want to pilot a program at first

13. College Academic Senate Presidents

CRC---presentation of Starfish (case management tool). Not using the PeopleSoft component of case management as they are using Starfish. Switching to BoardDocs to compiling agendas and minutes for committees.

FLC---in process of forming joint institutional effectives and realigning/reorganizing departments and areas--possibly on the lines of meta majors. Charged with improving the effectiveness of the governance structure---working with dean of institutional research on how to do this.

SCC---BoardDocs presentation on campus. Starfish discussion at Senate. Robust discussion on hiring manual---last year, took it to four readings. Now, looking at multiple discussions before coming to first and second readings. Educating senate on what happens here at DAS.

ARC---use home-grown version of Board Docs (IGOR). Senate uses Canvas as a communication tool. Working on pathways communications areas---“homebases.” Faculty are concerned about the rotation of police officers among the colleges.

14. District Curriculum Coordinating Committee (Pease)---no report. Have not met since last DAS meeting.

15. District Matriculation & Student Success Committee (Tercho)---have not met since last DAS meeting---will meet this coming Monday. Oliver met with Melanie Dixon to discuss M&SSC issues (see Oliver’s notes in Attachment A). Oliver noted that committee revisions will be on the March 3 DAS agenda.

16. District Educational Technology Committee (Dieli)---have not met---will meet February 27.

17. Other meeting reports-
AB705---no report.

Academic Calendar---meeting March 31.

Hiring Manual (Crosier)---first meeting on last Tuesday---will meet every other Tuesday for the next several months. Went through part-time portion of the manual and looked at what to take from sections on full-time faculty. Using Google Doc. Encouraged to get input from local academic senates.

18. Academic Senate for California Community Colleges (Crump, Wada)---Area A meeting at Madera College (March 27) and Spring Plenary Session in Oakland (April 16-18).

19. Los Rios College Federation of Teachers (Newman)---see Attachment B. Newman also noted that concerns about lack of collegial of collegial have been manifested in contract negotiations.

Adjourned at 4:28pm.

Future Events

- Next DAS meeting –March 3rd, Main Conference Room, District Office
- LRCCD Board of Trustees Meeting, Wednesday, March 11th, 5:30, CRC Winn 150
- Academic Senate for California Community Colleges (ASCCC) Events
 - ASCCC Area A, Friday, 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.

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ATTACHMENT A:

Week 3 Recap

Spring 2020

Week 3 Meetings

Mon Feb 3rd

- Online Education Planning Meeting with DAS Leadership and College Presidents 12-1pm ARC; next meeting Monday February 24th DO Chancellor's Conference Room after Chancellor's Cabinet
 - Agreed upon statement:

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.

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*

Tues Feb 4th

- DAS Leadership meeting with King & Nye 2pm DO Chancellor's Conference Room [see attached notes]
- DAS 3-5pm DO Main Conference Room

Wed Feb 5th

- Meeting with King and Oliver 1:30pm King's Office [see attached notes]
- LRCFT Executive Board meeting 3-5pm

Week 3 Actions

- Sent join email on Thursday February 6th, Montgomery & Oliver, to all faculty acknowledging concerns and promising to research the problem with DO-IT with some resolution this spring.
- Appointed faculty from SCC (full time) and CRC (adjunct) to Adjunct Hiring Manual work group. Also, appointed Scott Crosier as a DAS representative to the group. See complete table of appointments on the next page.

Week 4 Outlook

Week 4 Meetings

Mon Feb 10th

- Meeting with Nye and Oliver 11am DO

Tues Feb 11th

- FLC Senate 3-4:30pm-Oliver will attend

Wed Feb 12th

- Meeting with Dixon and Oliver 12:30pm DO
- Meeting with King and Oliver 1:30pm DO

Report Back Needed from DAS Leadership

- Feedback from College Senates about turning on Ally across all Canvas courses.
- Updates needed from all colleges for District Committee Membership Lists.
- Feedback from nurses regarding possible districtwide health services director.
- Is there interest in talking about Career Development and College Preparation (CDCP) or credit/non-credit?
 - [CCCO Noncredit Curriculum and Instructional Programs](#)
 - [ASCCC Noncredit Instruction: Opportunity and Challenge](#)
- SCC needs a faculty member for the Academic Calendar Committee. Group will be meeting in February.
- Pronoun Project—feedback on the survey should be provided directly on the GoogleDoc and also brought to DAS for sharing on Feb 18th
- By **April** CRC needs to identify a faculty chair for the Math Competency Committee for two-year terms starting Fall 2020.

Faculty Hiring Manual – Adjunct Information - Review & Updating Team

	ARC	CRC	FLC	SCC	DO	DAS
Admin	n/a	Kim Harrell	Carlos Lopez	Robin Ikegami	Victoria Rosario; Jake Knapp; Mellonie Richardson	Julie Oliver [Scott Crosier, backup]
Faculty (1 FT from each campus & 2 PT	Jennifer Laflam	Theresa Aldredge	Daniel Hale	Dawna DeMartini and Riad Bahhur (back-up)		

from district)	Marrin Thuston (adjunct)	Bill James (adjunct)			

**DAS Leadership Meeting with J. Nye and B. King
Tuesday 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 M. Dixon to come and talk to this at our next meeting
 - J. Oliver will be meeting with M. 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 B. King and J. 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.
 - B. 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 Bring King

1. Thursday January 30th meeting with Mayor Steinberg, B. King and R. Nelson (CSUS) 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.

Meeting with B. King and J. Oliver-Wed Feb 5, 2020

- Desire to have a regional construction workforce hub. Steinberg, King, and Nelson have been discussing. B. King has also had conversations with E. Bush, K. Harrell, J. Nye, T. Montgomery, F. Kobayashi, and T. Greene. Construction faculty, including R. Connelly (CRC), have also been involved in conversations.
- Metrics for Success-I asked that faculty be more involved in making decisions about what metrics to focus on and I will contact B. Glycer-Culver about getting more faculty involved. B. King mentioned that a future focus needs to be on completion, getting more students to complete with certificates and degrees.
- Might be considering elimination of late enrollment for students. This is not an immediate issue, but has been brought out in conversations. DAS Leadership may want to get a sense of how faculty would feel about this change.
- General review of other items we have been discussing—online education planning, health center directors, college presidential searches, BOT retreat in March

Week 4 Recap Week 4 Meetings

Spring 2020

Mon Feb 10th

- Meeting with Nye and Oliver 11am DO (see notes at end of this document)

Tues Feb 11th

- FLC Senate 3-4:30pm

Wed Feb 12th

- Meeting with Dixon and Oliver 12:30pm DO (see notes at the end of this document)
- Meeting with King and Oliver 1:30pm DO
 - California Guided Pathways Project (CAGP)—College Presidents are in favor of FLC and SCC joining for Cohort 2. ARC and CRC already apart of CAGP in cohort 1. Applications for interested colleges due March 6th.

Week 3 Actions

- Appointed Troy Myers to the Academic Calendar Committee representing SCC.

Week 5 Outlook

Week 5 Meetings

Tuesday February 18th

- DAS Leadership meeting with King and Nye 2pm DO Chancellor’s Conference Room
- DAS Meeting 3-5pm DO Main Conference Room

Wednesday February 19th

- Meeting with King and Oliver 1:30pm DO
- LRCFT Meeting 3pm
- Board of Trustees Meeting 5:30 DO Board Room

Friday February 21st-Saturday February 22nd

- ASCCC Accreditation Institute La Jolla, CA

Report Back Needed from DAS Leadership

- Feedback from College Senates about turning on Ally across all Canvas courses.
- Updates needed from all colleges for District Committee Membership Lists.
- Is there interest in talking about Career Development and College Preparation (CDCP) or credit/non-credit?
 - [CCCCO Noncredit Curriculum and Instructional Programs](#)
 - [ASCCC Noncredit Instruction: Opportunity and Challenge](#)
- By **April** CRC needs to identify a faculty chair for the Math Competency Committee for two-year terms starting Fall 2020.
- One adjunct position available on the Faculty Hiring Manual-Adjunct Section revision work group. An adjunct from ARC, FLC or SCC preferred as there is already an adjunct from CRC on the group.

Faculty Hiring Manual – Adjunct Information - Review & Updating Team

	ARC	CRC	FLC	SCC	DO	DAS
Admin	n/a	Kim Harrell		Robin Ikegami	Victoria Rosario; Jake Knapp; Mellonie Richardson	Julie Oliver [Scott Crosier, backup]
Faculty (1 FT from	Jennifer Laflam	Teresa Aldredge	Daniel Hale	Dawna DeMartini and		

each campus & 2 PT from district)				Riad Bahhur (back-up)	
		Bill James (adjunct)			

Meeting with Nye and Oliver—February 10, 2020

Accessibility/Canvas/Ally

- Ally—any potential workload LRCFT issues will be discussed once DAS weighs in; LRCFT MOU will be crafted to protect faculty from anyone looking at or using Ally information against faculty especially for performance reviews; Ally is informational for faculty, no district mandate to fix all issues in any set amount of time
- Accessibility—Oliver work with Nye to add appropriate college and DO administrators to the proposed group

AB705

- Group of researchers working on data to inform AB 705 decisions
- Interest of district AB705 group to have college researchers pulling the data using similar methodologies to assist in determining the appropriate GPA cut off based on the data; college researchers should be very engaged with college departments
- College researchers will present data to AB 705 group; need to look carefully at the data

Enrollment

- letter sent by Montgomery and Oliver, all feedback from faculty is being forwarded to Montgomery and Nye

GE Articulation Project

- Feb 24th to discuss next steps; perhaps invite an AVPI to join group for subsequent meetings

ARC Business Degree

- Oliver needs to check in with Petite about conversation with SCC business faculty
- Should a session be scheduled with Powell to explain where we are in the ‘proof of concept’ plans for online business degree cohort? Who should attend such a session?

IBA training for all Senate leadership

- All Los Rios CCD Senate Leaders should attend IBA training; especially AS Presidents

Accreditation Training with ACCJC in March

- ACCJC session on March 17th important to have cohorts from all colleges in attendance to learn about new process

College Futures has been awarded

- Melanie is lead and work will move ahead

Construction Hub

- Desire to have one somewhere regionally, perhaps CRC; moving forward in discussions

Meeting with Dixon and Oliver February 12, 2020

District Matriculation and Student Services Committee

- review of plans for membership and timeline for vetting and getting changes to the Board of Trustees
 - recommended splitting faculty and classified membership item to make more obvious
 - also change in language for work groups to make it clear that administrators need to request appointments of faculty through the Academic Senates
 - agreement Academic Senate and Student Services Administrators to work in partnership to ensure the right expertise is at the table with consideration to workload and expanding opportunities beyond the same players

Academic Senate Faculty Appointments

- affirmed the need for all faculty appointments to committees, work groups, task forces, etc. to occur through the Academic Senates including needs from the Student Services areas
- agreement to help communicate this need to Student Services Administrators
- agreement for Academic Senate and Student Services Administrators to work in partnership to ensure the right expertise is at the table with consideration to workload and expanding opportunities beyond the same players

Health Services

- district executive team has approved a plan to eventually have a district director (current director at ARC) to help all colleges; model (how this will work) not determined
- health fee money not enough for each college to have own director
- ‘minimum services document’ outlines shared baseline services (medical record services, and student health 101 online medical journal) agreed to when the implementation of the health services fee was being discussed
- Allotment of funds will be determined once a health services model is selected and executive decision on any remaining funds not utilized to implement approved model.
- next steps: M. Dixon visits each college spring 2020 and talks with health service teams about expansion of services and then health services teams across the district will come together to explore models for recommendation and identify partner/s for new mental health services grant
- mental health services 2018-2020 (5/30/2020) grant allowed for contracted services through Wellspace Health, but support is limited (only one day a week for each college), grant ends this fiscal year

- new mental health 2020-2022 grant possible partnership with Sacramento County and/or independent contractors; addressing limited support with current contracted doctor through Sutter Health to increase support and partnership with Health Centers; preliminary award is \$500k we are waiting for governor’s budget to be finalized; other grants possible in the future given the demand for wellness services

A&R Director

- new district position to help with shared A&R projects across the district to take some of the load off A&R at colleges

Some Examples of projects...

- Degrees When Due—regionally project (CSU, UC, CCs) focused on degree attainment
 - looking at students close to a degree (6 units or less to completing) and encouraging them to finish degree
- creation of automated process to minimize workload impacts at the colleges, currently manual, for accessing student transcripts before a student arrives
- refining Degree Audit where needed
- enhancing the graduation petition process in collaboration with the colleges
- Intent of position is not to centralize A&R

Front Door Re-Design

- charter doc created spring 2019 which involves items that didn’t fall under one distinct committee or falls between two or more
- M. Dixon, G. Ross and J. Oliver to meet on Friday February 28th to discuss this topic more in-depth

Advanced Ed/Dual Enrollment

- ‘dual enrollment’ projects have been developed across the district (ARC, FLC, CRC- SCC IP), but they are using advanced education application which isn’t appropriate for a dual enrollment situation
- February 18th there is a LRMA presentation scheduled with managers about this topic
- Desire is to have a districtwide meeting this semester to talk about dual enrollment and advanced education (CAP/non Cap)
- District contacts—F. Malaret (dual enrollment); M. Dixon (advanced education) – will move under A&R Director once on boarded

College Futures

- VPSS team will meet February 24th to plan the pre –kickoff meeting agenda. The initial group that worked to write the grant will meet on March 2nd for a pre kickoff meeting hosted at SCC
- Focus of sharing ideas and identifying best practices at colleges to inform a districtwide model that can be adapted at each college to best serve their specific community
- March 17th at the LRCEA conference provide all counselors with an update on purpose, plans with a tentative timeline

EOP&S

- Previously discussed how to efficiently provide services for more students on a year-round basis, how to scale up EOP&S, not to discontinue the program



ATTACHMENT B:

Greetings to the District Senate:

1. The LRCFT Exec. Board continues to plan the **International Women's March** for March 7 and **Cesar Chavez March** for March 28.
2. The LRCFT Exec. Board continues to work with the CFT to pass **Measure E**.
3. The LRCFT Exec. Board is taking a central role in planning the international **Trinational Labor Conference** which meets this year in Sacramento, May 15-17.
4. **Negotiations** update: 4 workgroups continue to meet: **Finance, Workload, Distance Ed, Adjunct**. The key issues of both sides are expressed and winnowed to issues of mutual interest. Report-outs will take place on the campuses in April and May.
5. **Los Rios Board Trustee Race**: In November, voters will elect a new trustee for District 4. The LRCFT is planning a candidate forum (4 candidates so far) at CRC in September. The LRCFT PAFC in the past has endorsed candidates.
6. **Calbright hearing** Feb. 13: Faculty testified at a Senate hearing against the wasteful spending practices and misguided policy of Calbright. Legislators may cut part of Calbright's funding.
7. **Social Justice Caucus** update: Announcement of meeting and event dates forthcoming.
8. **Enrollment policy** change update: The LRCFT Dispute Resolution Team continues to meet with DO regarding workload concerns associated with the new and problematic policy. The LRCFT has issued a demand to negotiate in the context of an unfair labor practices charge for failing to discuss the matter with our union prior to implementation.
9. **ASU 2+2** update: The LRCFT Dispute Resolution Team continues to meet with DO regarding a demand to bargain over the recent partnership. DO is providing documents on the partnership.
10. **Ally** update: The LRCFT asserts that faculty participation in Ally is an opt-in process rather than a mandatory process for all faculty with Canvas courses. We are negotiating the issue.

Jason Newman, President CRC LRCFT