



**Los Rios Community College District  
District Academic Senate  
2019-2020**

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

**Zoom Confer**  
Tuesday, April 21, 2020  
4:00 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	X
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	X
Kandace Knudson	SCC	Academic Senate Secretary	X
Troy Myers	SCC	Academic Senate Past President	X
Dyan Pease	SCC	District Curriculum Coordinating Committee (DCCC)	X
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
James Telles	FLC	Faculty	X
Belinda Lum	SCC	Faculty	X
Charles Silber		Faculty	X
Connie Zuercher	SCC	Faculty	X
Kalinda Jones	FLC	Faculty	X
Mariko Peshon McGarry	DO	Director, Prison & Re-Entry Education	X
Alex Casareno	CRC	Dean, English & Language Studies	X
Nicholas Miller	SCC	Faculty	X
Georgine Hodginkson	CRC	Faculty	X

### Preliminaries

1. Call to Order---called to order at 4:01pm.
2. Introduction of Guests---listed in Roster
3. Approval of the Agenda---approved.
4. Approval of March 31, 2020 Minutes—approved.
5. Public Comment

### DAS President's Report

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

See the full text of the DAS President's weekly Recap/Outlook Reports on the DAS page of the District website--- <https://employees.losrios.edu/our-organization/committees/district-academic-senate>

- Appointments---Dyan Pease as faculty co-chair (Torence Powell as administrative co-chair) of the Los Rios Colleges Online Coordinating Council, and Kandace Knudson as faculty co-chair (Tammy Montgomery as administrative co-chair) of the Accessibility Implementation Plan Committee (note: still need faculty appointments from ARC and SCC).
- Formation of a new workgroup---Digital Equity Workgroup (digital equity for students)---visioned by Melanie Dixon, Paula Allison, Tamara Armstrong---Greg Beyrer appointed as DAS representative, need a faculty appointee from each college.
- Summer---will be fully online---almost full FTE level of offerings;
- Fall---will be a 10% cut in FTE in schedule. It will be scheduled for on-ground, but will need to be ready for remote operations in a moment's notice. Even if shelter-in orders are lifted, there might be physical distancing orders.
- Quick-Start Canvas training and professional development---all such training is voluntary, but highly suggested.

- Chancellor King and Deputy Chancellor Nye asserted that there will be support (including compensation) for DE coordinators to provide support during the Summer.

To Do:

- ARC and SCC senate presidents nominate faculty members to serve on the Accessibility Implementation Plan Committee.
- Nominations from all senate presidents for the Digital Equity Workgroup.

Decision Items (15 minutes per item)

7. DAS President Confirmation

*Decide whether to extend the current president's term according to DAS Constitution Article 5, Section 2-3.*

Beyrer reported that the officers of the CRC Academic Senate have designated Julie Oliver as DAS President for 2020-2022 (as per Article V, section of the DAS Constitution---"The DAS President shall be selected by the officers of the local Academic Senate from the college whose turn it is to appoint the DAS President").

8. GE Patterns [Second Reading]

*Consider approval of GE Pattern LRCCD policy language change proposed by the District Curriculum Coordinating Committee (DCCC). (see supporting materials)*

ARC---unanimous vote (with several abstentions) to support. Based on the discussion at the meeting, there was awareness that this does not address extra units of graduation requirements. There were strong discussions about the local graduation requirements in previous DAS meetings.

CRC---has not yet voted, discussion item several weeks ago---with both pro and con arguments...and confused. Beyrer noted a fundamental tension in local requirements (especially PE) which are not needed at the receiving transfer institution. Support for the proposal came from instructional areas and counseling who were concerned about students needing to take additional units. If we have ADTs, why do we have local degrees? Would hope that we not vote today, so that an FAQ can be developed.

FLC---senate supports proposal, especially for students with high-unit majors. Pushback from transfer counselor and articulation officer who were in opposition to proposal as it is written. Concern with Title 5 requirements with additional units for students.

SCC---first reading last week; second reading today---voted to strongly reject suggestion. Concerns with not being a true substitution, confusion for students---not clearly seeing the benefit to students.

Oliver noted that she has received questions within the last several hours. She suggested to have counselors who have been involved with the proposal to also talk with counselors who have concerns. It was also noted that "financial aid overrides." General Education is within the counselors' expertise and responsibilities (content experts) and it sounds like this group is speaking clearly

Pease noted that there is not an expectation of a decision on this before the end of this semester. Continue talking and revisit in the Fall---agreement from the four senate presidents to continue discussion. Need to look at an FAQ to inform the discussion.

It was strongly emphasized that any changes to the local graduation requirements is a separate discussion item from this discussion about GE for the local degree.

To Do:

Shubb, Wada, and Pease to develop an FAQ on the proposed GE Pattern LRCCD policy language change.

#### 9. District Matriculation & Student Success Committee (DMSSC) [First Reading]

*Consider approval of DMSSC policy language change to membership. (see supporting materials)*

Structure was approved by DAS in May 2019.

It is still faculty-weighted. It was also noted that some had confusion (due to all the strikeouts on the document) about the number of faculty on the committee. Oliver will send out both a “track changes” and “clean” version out.

Tercho has received feedback from constituency groups. She noted a recent modification about student membership (bullet e)---" One (1) student representative from each College, appointed by the Associated Student Government. Up to two (2) additional students from each college to serve as designees of the appointed student representative."

Concern that local matriculation chairs do not necessarily need to serve and questions about work over the summer. Tercho noted that not all the colleges have a local matriculation committee and also will have discussion about summer work.

Oliver requested that senate presidents take the listing of membership back to local senates in order to have a second reading at DAS in May.

To Do:

Oliver to provide “clean” and “track changes” versions of the proposed membership to DAS members. Senate presidents to share with local senates to provide feedback/input for May DAS meeting.

#### Discussion Items (15 minutes per item)

#### 10. DE Addendum & Curriculum

*Discuss plans to add emergency DE option on local curriculum by December 30th as per the CCCCCO requirement for summer and fall DE addendum application requests, and other curricular concerns.*

Currently operating working under Chancellor’s Office DE addendum for spring. For summer and fall, we are hoping for similar state action. CO Guidelines are much more robust than spring. Item #4---local emergency curricular work---falls under 10+1 issues---will stay with college and district curriculum committees and academic senates.

Oliver has had two conversations with state senate leaders---it can be a different process than our usual curriculum---it can be an expedited shorter process. It is possible that the Socrates Advisory Group (SAG) can create a “text box” part in the Course Outline of Record---"emergency for closures". This is not for DE approval in perpetuity. Need for every college in the state to have a contingency plan for emergency closure and it was emphasized that this DE process is for facility/college closures because of an emergency, not because an instructor cannot be found to teach an on-ground section of a course. Oliver has developed a draft statement (with feedback from the ASCCC) and has asked DCCC to work on this, including local curriculum committees and academic senates. There is a deadline of Dec 31, 2020 for final approval.

There is the need for faculty to control this statement. This statement can be included in the District's Summer/Fall application to the CO and can also be fine-tuned in the Fall. Pease noted that this will be on agenda for the DCCC meeting on this upcoming Friday (including Oliver's second draft of the statement). In response to a question about a distinction between distance education and correspondence education, Oliver noted that the District does not have much of an interest in CE, but there will need to be discussion because of incarcerated education being conducted by Los Rios.

In response to a question about the role of Department Chairs Councils, Oliver noted that not all the colleges have such a council, so communication should be with all department chairs with or without a council being present.

Oliver quoted from a statement by ASCCC President Stanskas from yesterday's webinar---"now is the time to speak up if you can't teach the course remotely. If it can't be done remotely, you need to speak up now!" Tough decisions in that we might not offer some courses in the Fall that we usually do.

It was noted that we were fortunate in Spring 2020 that we had half of the semester in person to handle many of the hands-on lab skills needed. We are contractually obligated to teach to the COR---if we can't offer this course remotely, what is in place that faculty have something to do, i.e. to make load? Oliver noted that this is a question for LRCFT and that the senate and LRCFT have been meeting about this.

It was also noted that faculty need to think of how things are ordered in the course (especially lab sequences) in order to have more possibly to meet all the SLOs if there is a disruption in the normal mode of instruction. Newman noted that if courses are cancelled, there is a guarantee from the District that the instructor will be given other duties, even if it takes an entire year. Another comment was that if a course section were offered in the Fall that was not covered under the DE Addendum, it would have to be cancelled if there was a total conversion to remote education.

To Do:

Pease to present draft statement to DCCC for consideration and to bring back to DAS for approval.

#### 11. Incarcerated and Formerly Incarcerated Students

*Discuss the request for the formation of a DAS ad hoc task group focusing on academic and professional matters related to serving incarcerated and formerly incarcerated students and support faculty working with these students.*

The current purpose of such an ad hoc task force would be to have a communication tool with faculty leadership for exchange of information. There are curricular implications to serving incarcerated and formerly incarcerated students. Also need for districtwide professional development (currently through FLC) as it is not just FLC faculty who are involved in the program and that such professional development be standardized and consistent before faculty start in the program.

Oliver will work with the Incarcerated Group to meet at least once this semester to discuss formation. While this will be a DAS task group, there will definitely be senate-union issues to be discussed.

To Do:

Oliver to meet with members of the Incarcerated Group to discuss formation of the ad hoc task group.

#### 12. DAS Constitution Review

*Officially open up a review and edit suggestion process for the DAS Constitution with the goal of approving any edits by the end of Fall 2020. GoogleDoc will be shared with all members of DAS.*

Need to edit and “tighten” the Constitution, especially sections on voting and elections Oliver will share a document on Google Drive.

**To Do:**

Oliver to share a Google Doc for the purposes of any suggested changes to the DAS Constitution.

Reports (5 minutes per item)

- Meetings with Chancellor, Deputy Chancellor, etc.
  - Online education---LRCFT MOU for tenured faculty to teach 100% of load online for Fall 2020 and Spring 2021 (by mutual agreement between dean and faculty member), but does not apply to tenure-track faculty. Oliver noted that this does not preclude faculty requesting medical accommodations (health concerns with teaching in-person) to teach remotely. There is the need for full flexibility.
  - Quick-Start training for Canvas (starting May1)
  - Federal CARES Act---provides Los Rios with \$13.5 million for direct student support. It was noted that such support can only go to students who are eligible for federal aid under Title IV of the Higher Education Act (which includes filling out the FAFSA). This excludes DACA and other undocumented students as they are not allowed to access federal financial aid---Oliver reported that King will be exploring other sources for helping those students. In response to a comment that the financial aid (especially FAFSA) process is a “bear” and that many students need help with filling out the FAFSA, Oliver noted that she will stress that to King and Nye.
  - Budget reductions----there will be cuts to adjuncts, temporary classified, and student workers (if not funded by federal Work Study).
  - District IT will be eliminating the ability for somebody at one college to send Everyone-in - Exchange or All-Faculty at another college. Will only be able to send to your own college. Specific faculty leaders (e.g. senate and union presidents) will still be able to send district-wide and there will need to be a process for items such as notification of districtwide professional development activities.
  - Everyone needs to be prepared for quick responses to change in the Fall. We don’t know if or when online will happen for the Fall---need to be prepared for that possibility.

● College Academic Senate Presidents

SCC---dealing with re-imagining/reinventing of different activities---looking at revision of program review process (different unit planning process) Staff Resource Center---reorganize and reduce FTE (refining mission). Been selected as a Guided Pathways 2.0 College---3-year cohort for 2020-2023.

FLC---big things are budget reductions. Looking collaboratively at what courses are needed for program maps. Will have another “space war” on administrative efforts to repurpose shared instructional space for other uses.

CRC---reflection on what is important to do now and what not to do; approved new program review cycle; postponed discussion of GE themes under the umbrella of Guided Pathways.

ARC---reviewing Project Teams---DI Populations, Professional Development and Training, Sustainability, and Strategic Enrolment Management; also updating bylaws and holding senate elections.

- District Curriculum Coordinating Committee (Pease)---Pease and Wada will have a meeting on Monday with new reading and math competency chairs

- District Matriculation & Student Success Committee (Tercho)---update on Advanced Education work group. With the goal of streamlining the process for students and having less obstacles, a task group has made it a totally digital process---incorporated electronic signatures and allowing unofficial high school transcripts to be sent electronically, and personal statement is not required (seen as an equity issue). Group is working on creating a web form. In response to a question about recruitment and concern that it is not getting to all potential populations, Tercho noted that each college has their own initiatives for recruitment. The concern was also expressed that, with fewer classes being scheduled for Fall, Advanced Ed students might not have access to classes.

- District Educational Technology Committee (Dieli)---no report.

- Other meeting reports-AB705 (Shubb), Calendar (Myers and Oliver), Hiring Manual (Aldredge and Crosier), etc.

Calendar meeting has been postponed;

Hiring Manual---rough draft completed and will be distributed to local senates, approval probably will not happen until Fall; concerns expressed that not much was addressed about emergency hires and there was also a request to look at interview section (“smile” and “look” at candidates, which can be seen as Euro-centric and culturally limiting),

AB 705---meeting next week.

- Academic Senate for California Community Colleges (Crump, Wada)—ASCCC has conducted a large number of webinars on the role of faculty during the COVID-19 crisis; no Spring Plenary Session; and elections for the Executive Committee will be held online---there are two candidates from Los Rios---Ginni May and Julie Oliver.

- Los Rios College Federation of Teachers (Newman)---message to faculty about getting in touch with union about life needs (e.g. food and housing insecurity), statement at faculty workload committees at each of the colleges, new MOU about 100% online teaching load for full-time faculty. Dean Murakami’s union update from yesterday. Reminder to hold to preference for part-time faculty---have seen deans not paying total attention to preference. In response to the question if LRCFT has a position on FT layoffs v FT pay cuts, it was noted that the LRCFT position is to maintain as many jobs (PT and FT) as possible---we work in a fiscally conservative district that we hope will serve us well.

Many thanks to Dyan Pease (DCCC), Karen Tercho (DM&SSC), and Alice Dieli (DETC) for their service as chairs of these committees. And thanks to Eric Wada, Jena Trench, and Bernadette Anayah who will be serving as the new chairs.

Adjourned at 4:55pm  
Next meeting---May 5

\*\*\*\*\*

**SUPPORTING MATERIALS:**

**Agenda Item #8**

**GE Pattern Choice Recommendation [Second Reading]**

At the March 3 meeting of the District Academic Senate, the District Curriculum Coordinating Committee (DCCC) reported the following:

- GE Pattern Choice: The DCCC has voted to recommend the following section be added to Board P-7241: 2.3.8 Students may elect to complete these General Education Requirements by following any one of the following: the General Education pattern approved at the College; the CSU-GE Breadth pattern; the

Intersegmental General Education Transfer Curriculum (IGETC). Regardless of the GE pattern selected, all local graduation requirements must be successfully completed.

Clarification from Dyan Pease, DCCC Faculty Chair:

The DCCC wants to emphasize that this change would NOT change college graduation requirements (E.G. Area III (a)).

The main purpose is to allow students to choose one pattern and stay with it, regardless of type of degree (non-ADT) – not having to keep two GE patterns “in sync”; and second to allow students who are earning an AA/AS and transferring to choose a Transfer GE pattern and have it funded by Financial Aid.

A good example is Computer Information Science. Due to the inability of SCC to make necessary curriculum unit changes, the department does not have a transfer degree. This is an issue statewide since many of the math and science courses necessarily have high unit levels. So, students earn the AS degree and then transfer. These students should be able to choose the GE pattern that works for the institution to which they plan to transfer.

The DCCC voted on whether or not to forward this to the DAS and the support to do so was overwhelming. There were no dissensions or abstentions.

---

#### Agenda Item #9

##### DMSSC [First Reading]

Please review included PDF for version showing tracked changes to the membership area of R-3412.

##### Academic Senate R-3412

#### 1.3 District Equity and Student Success Committee (DESSC)

1.3.1 Purpose: To provide recommendations to the District Academic Senate and advise the Board of Trustees or its representatives on matters affecting District-wide issues of equity in our educational system, including initiatives and legislation, and those of student support services and technologies designed to onboard students and move them through to completion.

#### 1.3.2 Areas of Responsibility:

1.3.2.1 Recommend policy related to issues of equity in our educational system, including initiatives and legislation, and to student support services and technologies related to onboarding students to a college and moving them through the college to successful goal completion as defined in Title 5 regulations;

1.3.2.2 Examine those areas relating to issues of equity in our educational system, including initiatives and legislation, and those of support services and technologies related to onboarding students to a college and moving them through the college to successful goal completion which impact two (2) or more Colleges and support the effort to move toward consensus;

1.3.2.3 Convene and adopt existing workgroups which pertain to issues of equity in our educational system, including initiatives and legislation, and to student support services and technologies related to onboarding students to a college and moving them through the college to successful goal completion; and

1.3.2.4 Develop recommendations related to issues of equity in our educational system, including initiatives and legislation, and to student support services and technologies related to onboarding students to a college and moving them through the college to successful goal completion that are assigned to the committee by the District Academic Senate or by the Board of Trustees or its representatives.

#### 1.3.3 Committee Composition:

1.3.3.1 All appointments are for two-year terms; all members are voting members, except the Chair who will vote only in the event of a tie.

#### 1.3.3.2 Membership

a) The DESSC chair is a faculty member appointed by the District Academic Senate President to serve a two-year term following the academic calendar. The DESSC Chair must have served as a college committee



chair. The Chair shall serve for two academic years from June 1 through May 31 in a rotating basis by College as follows: SCC, FLC, CRC, and ARC. The faculty chair is the representative of the District Academic Senate.

b) One (1) faculty member from each college and (1) classified member from each college who are involved in equity efforts (examples: equity coordinator, disproportionate impact workgroup, student equity committee chair), and/or core matriculation services, and/or serving on a workgroup designed to facilitate academic goal completion, appointed by the appropriate district governance group's president.

c) One (1) counseling faculty member from each college appointed by the District Academic Senate President.

d) Associate Vice Chancellor of Educational Services, or designee, who serves as the Administrative Liaison Officer.

e) One (1) student representative from each College, appointed by the Associated Student Government.

f) Two (2) Vice Presidents of Student Services, or designees, to serve on a two-year term on a rotational basis: as follows: CRC & ARC, SCC & FLC.