

## Week 13 Recap

Spring 2020

### Week 13 Meetings

Monday April 20<sup>th</sup>

- DAS Leadership Meeting ConferZoom 9:30am
- Chancellor's Cabinet ConferZoom 2:30pm
  - Mainly discussed direct student funding from CARES dollars, and also LRCCD Foundation fundraising.
- ASCCC/CCCCO Planning for Fall 2020 Webinar ConferZoom 3pm

Tuesday April 21<sup>st</sup>

- DAS Leadership Meeting with King & Nye ConferZoom 1:45pm
  - See notes at end of this document.
- DAS Meeting ConferZoom 3pm
  - Highlights—
    - Julie Oliver confirmed to serve as DAS President for a two year term, 2020-2022.
    - GE Pattern decision postponed until Fall.
    - District Matriculation & Student Success Committee (DMSSC) membership changes to be a second read at May 5<sup>th</sup> DAS meeting.
    - Local DE Addendum for Future Closure Emergencies to be discussed at District Curriculum Coordinating Committee Fri April 24<sup>th</sup>.
    - A DAS ad hoc task group was formed to support the faculty working with Incarcerated & Formerly Incarcerated Student Education.
    - DAS Constitution will be reviewed, and necessary edits made for approval by the body in 2020-2021.

Wednesday April 22<sup>nd</sup> [HAPPY EARTH DAY!]

- CCCCCO Town Hall ConferZoom 9am
  - Focus on advocacy for California Community Colleges
- King and Oliver phone call 12:30pm
  - King expressed deep appreciation for the dedicated and collegial work of all the DAS leaders, especially through the COVID-19 crisis.
- Senate-Union Joint Issues Committee (SUJIC) ConferZoom 3pm
  - Weekly meetings between LRCFT and DAS leaders have been extremely useful to keep each other informed of workload and academic & profession matter concerns and determine where there is overlap. Very thankful for the collegial working between our two faculty groups. Thank you LRCFT for committing to these weekly meetings, we are stronger for it!

Thursday April 23<sup>rd</sup>

- Meeting with faculty involved with Incarcerated & Formerly Incarcerated Student Education. ConferZoom 9am

- See notes at end of this document.
- Meeting with Oliver, Nye, and VPIs/VPSSs. ConferZoom 11am
  - Discussion of scheduling online courses this fall similar to how we are this summer. For both terms courses not locally approved for online modality may be scheduled and those courses will be covered by the CCCCCO blanket DE Addendums for summer and fall which are expected to be approved.
- District Educational Technology Committee (DETC) ConferZoom 3pm

Friday April 24<sup>th</sup>

- Meeting with District Accessibility Plan Implementation Committee Co-Chairs, Tammy Montgomery (DO-Administrator) and Kandace Knudson (SCC-Faculty). They will be holding at least one meeting with this group before the semester ends.

### Week 13 Actions

- Appointed the following faculty to the District Digital Equity Work Group: ARC Brandy Worsfold, CRC Greg Beyrer, SCC Karen Tercho, and FLC Nicole Griffin
- District Accessibility Plan Implementation Committee has been appointed. Please see full membership list at the end of this document.

## Week 14 Outlook

### Week 14 Meetings

Monday April 27<sup>th</sup>

- DAS Leadership Meeting ConferZoom 9:30am
- Online Education Meeting ConferZoom 1pm
- Chancellor's Cabinet ConferZoom 3pm

Wednesday April 29<sup>th</sup>

- CCCCCO Webinar ConferZoom 9am
- ASCCC Discussion with SSSCC (Students) Webinar ConferZoom 11am
- King and Oliver phone call 1:30pm
- Senate-Union Joint Issues Committee (SUJIC) ConferZoom 3pm

Friday May 1<sup>st</sup>

- ACCJC Standard Training ConferZoom 1pm

## Report Back Needed from DAS Leadership

- Feedback on proposed membership changes to DMSSC (will become DESSC) charge. (second reading at May 5<sup>th</sup> DAS)
- District Writing and Math Competency Committee appointments due May 5<sup>th</sup>
- Updates needed from all colleges for District Committee Membership Lists.

**NOTE**—there were still many other impromptu meetings (phone calls and ConferZoom) that are not detailed in this document because quite honestly there are still just too many to keep track of during this time period.

## DAS Leadership meeting with King & Nye Tuesday April 21, 2020

### Online Education

- King & Nye would like...
  - The Executive Sponsorship team to set measurable goals for Online Coordination Council
  - Contemplate what lessons have been learned during this time of remote operations- logistical and student service needs, need for PD on best practices in online education and Canvas usage, need to address the digital equity divide
  - Consider the questions, “what would success look like in two years if we are doing this well?”

### Coronavirus Aid, Relief, and Economic Security (CARES) Act

- [CARES](#) funding comes in two pieces-a piece for direct student assistance and a piece for organizational assistance
- Available for direct student assistance is 13.5M
  - First half of that money to be distributed to students using FAFSA eligibility to distribute
    - amount of awards will be tiered according to unit load, based on Financial Aid census
    - direct cash to students by end of April
  - Second half of the money, metrics will be developed for a fall distribution process to try to expand the net to reach other students outside of FAFSA eligibility
  - Dreamer students are not eligible for CARES money, but the district will use other money to assist those students
  - In communication with Sara Goldrick-Rab to discuss LRCCD using [Edquity](#) technology tool for students to quickly seek aid

### Budget Reduction Planning Process

- LRCCD is planning sooner rather than waiting, since all state budget realities may be delayed from typical timelines because of tax deadline extensions
- Future budget may be quite stark given the realities of the state, nation, and globe
- Summer is a fairly full FTE schedule, although all online
- Fall will be a 90% FTE schedule, so a 10% FTE reduction in fall is necessary; reductions will likely continue for spring 2021
- With such stark budget realities positions for temporary classified, adjunct faculty, and non-federal aid student workers will end up being reduced.

### COVID-19 Situation for Fall 2020

- All faculty need to be prepared for the possibility for 100% online instruction in the fall
- With the unknown situation of ‘stay at home’ and ‘physical distancing’ requirements for the fall, there is a very real chance of being online in the fall

- Online and Canvas training opportunities will continue to be provided this spring and through the summer
- LRCCD will not be partially open if there are physical distancing requirements. In that situation the decision will be to move to 100% online instruction and remote operations, with possible exceptions for 'cannot converted' courses to be worked out on a case by case basis.

**MOU with LRCFT**-for 100% online teaching load for tenured faculty for 2020-Spring 2021 by mutual agreement; additionally, faculty may ask for ADA accommodation for online teaching with a doctor's note

**Quick Start Training**-launches May 1st to help faculty with Canvas basics; not required to attend if you already are proficient in Canvas; Increasing resources in summer for DE coordinator compensation to meet increases training needs

**Email**-District Office Executive Team has decided to eliminate the use of 'everyone on exchange' emails beyond one's home college. Some exceptions will be made, for example to allow college leaders the ability and allow for professional development opportunities to be shared across the district.

## Incarcerated and Re-Entry Student Education Meeting

Georgine Hodgkinson (CRC), Kalinda Jones (FLC), Nick Miller (SCC), Mari Peshon McGarry (DO), Jill Bradshaw (FLC Faculty Researcher) and Julie Oliver (DAS) Julie Oliver

Thurs April 23, 2020

### **DAS Liaison Appointment-Scott Crosier**

- This ad hoc task group will have a continue item in the report area of the agenda in order to report to DAS. Scott may do those reports or anyone from this group may join us at DAS to report.

### **Professional Development**

- Professional Development at each college should have an Academic Senate appointed faculty leader and that faculty member should be reporting back to local Academic Senates
- When working with local PD you then would have a connection to the Academic Senates through this appointment and reporting structure
- Also, would be encouraged to reach out to local Academic Senates to request a place on the agenda to present information like what was done at DAS
- Important to solidify a pre-assignment (before a faculty member is offered the course) PD plan for faculty to make sure they are prepared for teaching in a incarceration facility and understand the limitations (technology, academic freedom, etc.)

- Would need to work closely with administration to make sure they knew of this PD plan, and likely a LRCFT conversation

### **Curriculum**

- Each college has a local curriculum committee and there is the District Curriculum Coordinating Committee (DCCC)
- Courses needing curriculum go through the local process, then once approved locally move to DCCC, from DCCC all curriculum goes to the Board of Trustees for approval
- Looking into the process for a correspondence course addendum for those courses taught for incarcerated students will need to happen considering COVID-19
  - On the DCCC agenda for Fri April 24<sup>th</sup>
- With current COVID-19 crisis
  - assignments have due dates
  - instructor-initiated contact with students happens through written letters delivered back-and-forth
  - student-student interaction to discuss and work on content may happen in the facility without on-site presence of instructor
- Current instruction may in fact be more of a hybrid between the federal definition of distance education and the federal definition of correspondence education
- Where does the quality of the education come into play?

### **Equity Plans/Matriculation**

- District Matriculation & Student Success Committee (DMSSC), soon to be District Equity & Student Success Committee would be a place that makes sense for a work group involving this group
  - Mari should connect with co-chair Melanie Dixon AVC about this possibility
  - Also faculty could reach out to faculty co-chair Karen Tercho
- Each college also has a committee (various names) that work on matriculation and equity issues
- Interest in recognizing re-entry students as a DI population
- Perhaps recognize re-entry students in each college's equity plan, which would be important for funding purposes
  - CRC may already be considering this; need to check in with T. Emiru and A. Casareno
  - District would need to create student level identifier to track re-entry students

### **Other items...**

- Re-Emerging Scholars to become a pathway at SCC with first year seminar for it (similar to Puente and Umoja pathways); FYS anchor class each semester for these students and then the pathway courses
- HDC 112 dedicated to re-emerging scholars for CRC this summer
- Important to consider the many SUJIC issues which exist
- How to involve ARC in the dialog?
- At DO, Sue in the grant department is supportive and may be a good resource

- Would be good to increase Mari's visibility and interaction at the colleges with the administrators to gain more support, for instance with the need for some pre-assignment PD for faculty considering working with incarcerated students

## District Accessibility Plan Implementation Committee-Membership

### Faculty (13)

Faculty Co-Chair (DAS Member)

Kandace Knudsen SCC DE Coordinator

DE Coordinator, ODCD, Universal Design Coordinator, or faculty with experience in online course development and/or course accessibility (two faculty from each college)

ARC Leslie Reeves Universal Design for Learning Coordinator  
[one unfilled]

CRC Jena Trench ODCD & Biology Professor  
Pat Crandley DE Coordinator

FLC Daniel Hale Physics/Astronomy Professor  
[New Hire]

SCC Janelle Pettler CIS Professor  
Brian Pogue Instructional Development Coordinator

DSPS Faculty (two representatives)

Scott Hamilton CRC

Toni Newman SCC

LRCFT Faculty (two representatives)

Veronica Lopez ARC Nutrition Professor

Katie Carbary SCC Psychology Professor

### College Classified (4)

ARC Mike Warner Student Personnel Assistant, DSP&S

CRC Lauri Nicolosi Educational Media Design Specialist, Counseling

FLC Christy Pimental Student Personnel Assistant, DSP&S

SCC Stacy Bernstein Instructional Assistant Computer Lab

### College Administration (4)

ARC Nick Daily Interim Dean Equity/Inclusion

CRC Tadael Emiru Associate VP, Equity, Innovation, and Institutional Effectiveness

FLC Matt Wright Dean Athletics, Kinesiology, and Distance Education

SCC Kirt Sosa Dean IT

### District (4-5, including co-chair)

Tammy Montgomery (co-chair), Associate Vice Chancellor of Instruction

Tamara Armstrong, Associate Vice Chancellor of IT

Torence Powell, Interim Vice President of Student Access and Online Engagement

Ken Cooper IT Analyst, Canvas Support DO-IT

Ken Sorenson IT Assistant, Programmer DO-IT