# District Academic Senate (DAS) Meeting Minutes

**Tuesday, February 7, 2023**

**3:00 -5:00 pm**

<https://lrccd.zoom.us/j/84695861936?pwd=alhnSjMwTTAyRndOL1J0aTZNNHNSdz09>

Meeting ID: 846 9586 1936

Passcode: LosRios

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| --- | --- | --- | --- |
| Name | Campus | Role | Present |
| Alisa Shubb | ARC | District Academic Senate President | x |
| David McCusker | ARC | District Academic Senate Secretary | x |
| Carina Hoffpauir | ARC | Academic Senate President | x |
| Brian Knirk | ARC | Academic Senate Vice President | x |
| Veronica Lopez | ARC | Academic Senate Secretary | x |
| Alisa Shubb | ARC | Academic Senate Past President | x |
| Scott Crosier | CRC | Academic Senate President | x |
| Lisa-Marie Mederos | CRC | Academic Senate Vice President | x |
| Jacob Velasquez | CRC | Academic Senate Secretary | x |
| Greg Beyrer | CRC | Academic Senate Past-President | x |
| Eric Wada | FLC | Academic Senate President | x |
| Danielle Beck | FLC | Academic Senate Vice President | x |
| Lisa Danner | FLC | Academic Senate Secretary | x |
| Paula Cardwell | FLC | Academic Senate Past President | x |
| Sandra Guzman | SCC | Academic Senate President | x |
| Dawna DeMartini | SCC | Academic Senate Vice President | x |
| Amy Strimling | SCC | Academic Senate Secretary | x |
| Lori Petite | SCC | Academic Senate Past President | x |
| Bill Simpson | ARC | District Curriculum Coordinating Committee (DCCC) | x |
| Morgan Murphy | FLC | District Educational Technology Committee (DETC) | x |
| Ea Edwards | CRC | District Equity & Student Services Committee (DESSC) |  |
| Jason Newman | CRC | Los Rios Colleges Federation of Teachers (LRCFT) | x |
| Kandace Knudson | SCC | Instructional Accessibility Committee | x |
| Georgine Hodgkinson  Kalinda Jones | CRC  FLC | Prison Reentry Education Program Committee (PREPC) |  |
| Tamara Cheshire  Keith Heningburg | FLC  SCC | Ethnic Studies Faculty Council | x |

## Preliminaries

1. Welcome / Call to order

2. [Land Acknowledgement](#land) - ARC Land Acknowledgment read

3. Approval of Agenda - Approved

4. Approval of Minutes - Approved

5. Introduction of Guests: Nicole Woolley, Craig Davis, Angela Prelip

6. **Public Comment Period** (up to 3 minutes per speaker)

Members urged to bring SCC white paper on District Leadership to local senates for consideration. Belief expressed that the board of trustees needs to hear from senates on district leadership. Even a very short statement of support could be helpful. Following language suggested:

The Academic Senate of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Community College has reviewed the SCC White Paper on LRCCD Leadership from the Spring of 2022. We hereby affirm that the findings of the SCC White Paper are consistent with the concerns that have been advanced by our own faculty. Therefore we support this White Paper moving forward to LRCCD District Academic Senate and to our LRCCD Board of Trustees for review and action. We urge the Board to address the leadership deficiencies that have been identified.

7. DAS President’s Report

* Faculty recommendations needed for appointment to:
  + Math Competency Committee
  + Noncredit exploration [task force](https://docs.google.com/document/d/1qAylsr3QqyY-XSO15_QsTDLNwb4LaCFdGruqWuXs2_o/edit?usp=sharing)Noncredit exploration task force is beginning to convene.
* Dining and Vending Services Contract Evaluation Committee

## Consent Items (Any member of the DAS may request an item be removed for further discussion and separate action.)

## Decisions (10-15 minutes per item)

1. Adoption of Findings Related to Public Meetings Pursuant to AB 361: “the state of emergency continues to directly impact the ability of members to meet safely in person.”

Suggested that when the emergency sunsets, the option to publish a meeting location at each college seems the best option.

Suggested that tracking who was absent and judging excuse is not an attractive option.

Suggested that meeting in person communicates solidarity and power in a way that meeting online does not.

Concern that if we chose to meet at one location, attaining quorum could be a challenge.

Concern that managing a meeting where some people are physically present and some are attending via Zoom, is challenging.

## Reports (5 minutes per report + 5 minutes for questions)

1. [Job Description](https://lrccd.instructure.com/courses/176134/files/45833075?wrap=1) for the Universal Design for Learning and Accessibility Support Coordinator position(s) – *Tammy Montgomery, Associate Vice Chancellor of Instruction*

Coordinators at each college to help faculty make their online classrooms acceptable. Comes from one-time funds, not the faculty bucket. Positions will be for three years. Tenured faculty can apply.

Concern expressed about possible lack of focus on local college. Following language suggested for addition to description: “The UDL/AS Coordinators will primarily serve the faculty of their appointed college.” That suggestion will be added.

Question as to why these positions would be three years, rather than permanent. Answer involves prioritization process. Suggested that when senates consider faculty prioritization, please prioritize these positions.

Concern expressed about the position judging the content of courses. This concern will be addressed.

Inquiry as to why these positions can be funded but not equity coordinators. The answer is that these are special district funds that could be allocated in this way. It was a unique opportunity.

Goal to have these positions in place for fall.

Please bring to local senates for feedback. If we can get feedback and bring this back to DAS by the 2nd meeting in March, then we would have April to begin a search.

Concern expressed about faculty not having an opportunity to participate in the process of creating this position earlier. Desire expressed to make sure faculty have adequate opportunity to provide input on faculty positions. Noted that this did go to the Instructional Accessibility Committee.

Concern expressed that three years might be a long time for full-time faculty to be away from their regular positions. Could it be opened to applicants who are adjunct faculty? Concern will be carried forward. Could need feedback from LRCFT.

Unanimous support expressed for moving forward with the positions. Yes: Carina Hoffpauir, Veronica Lopez, Scott Crosier, Lisa-Marie Mederos, Velasquez, Greg Beyrer, Eric Wada, Danielle Beck, Lisa Danner, Paula Cardwell, Sandra Guzman, Dawna DeMartini, Amy Strimling, Lori Petite, Alisa Shubb.

1. Los Rios Equivalency to Minimum Qualification Regulation & Processes *Jake Knapp, LRCCD General Counsel*

Current regulation creates an equivalency committee that is a subset of the hiring committee. Concern expressed that some members of the broader selection committee have already had a potentially negative or positive impression of a candidate if an equivalency is granted. Suggested that in a fully equitable process all members of the hiring committee have the same information about candidates. Other candidates who are not going through an equivalency process do not have the same exposure to the committee.

When a candidate applies to positions at multiple colleges, when a candidate is informed that they meet equivalency at one college and then denied equivalency at another, then informed that by virtue of the first determination they have district-wide equivalency, it doesn’t present the district in the best light to the candidate.

Concerns expressed that perhaps there is a push to make hiring decisions at a district rather than college level. Response that this is just a desire to improve the process.

Suggested that without data suggesting that this is a real problem, the concerns expressed don’t themselves warrant changing the process.

Suggested that there could be four separate college equivalency processes.

## Discussions (10-15 minutes per item)

1. Canvas Notifications for newly enrolled students

Faculty expressed desire for a notification when a student is added to a roster so that the student can be welcomed/onboarded. Inquired of DE Coordinator if that was something Canvas could do. It is however a PeopleSoft issue and we would need to develop a programming request to make that possible. An individual could submit the request, but senate requesting it would elevate it.

Suggested that we also need rosters updated in Canvas in real time.

Suggested that it would be great if Canvas sent an alert when a student’s roster status changed.

Suggested that we want a push notification whenever a new student is added to the roster, and let IT figure out how.

Suggested that senate leaders bring this up with Jamey.

DAS president will make a request via service central and discuss with Jamey.

1. Learning Communities priority registration

Please take back to local senates idea of prioritizing registration of students in learning communities such as Pride or Umoja.

Suggestion that this be at a .5 or 1.0 priority, after DSPS and EOPS.

Suggested that we need to be mindful of who will have access to this data (who will know which students are in what learning community).

Desire that we be clear that this is learning communities based on affinity groups, not on modality of courses.

1. Los Rios Regulation [R-3412](https://losrios.edu/shared/doc/board/regulations/R-3412.pdf) (Participatory Governance/Academic Senate)

Concern that reg needs updated.

Interest expressed in clarifying what happens when something academic comes before the non-senate committees.

Suggested that academic matters that come before non-senate committees should also be discussed at DAS.

Suggested that District Ed Tech should be a senate committee.

1. Los Rios Policy [P-2222](https://losrios.edu/shared/doc/board/policies/P-2222.pdf) & Regulation [R-2222](https://losrios.edu/shared/doc/board/regulations/R-2222.pdf) (Attendance)

Please take a look at the regulation and think about how we operationalize this for online courses for future discussions.

Inconsistency of “shall be dropped” vs “may be dropped” noted.

Suggested that local senate presidents ask student senates to review this and provide feedback.

1. Operationalizing Equity-minded Professional Learning (mandatory equity training)

LRCFT negotiated 6 hours beginning in fall and eventually 8 hours.

DAS president will prepare a draft that can be shared with local senates.

## Items from Colleges for District Academic Senate Consideration

## Committee Reports (as time permits, written reports will be posted to Canvas supporting material section and included in subsequent meeting minutes)

* District Curriculum Coordinating Committee (DCCC) – *Bill Simpson*
* District Equity & Student Success Committee (DESSC) – *Ea Edwards*
* District Educational Technology Committee (DETC) – *Morgan Murphy*
* Prison & Reentry Education Program Committee (PREP) – *Kalinda Jones,* *Georgine Hodgkinson*
* Ethnic Studies Council – *Tammy Cheshire, Keith Heningburg*
* Instructional Accessibility Committee  *- Kandace Knudson*
* Other meeting reports
  + AB705
  + Accreditation (DACC) – *Alisa Shubb*
  + Budget – *Troy Myers*
  + Calendar
  + Other…
* LRCFT – *Jason Newman*

## Upcoming Meetings / Events

* [LRCCD Board of Trustees](https://losrios.edu/about-los-rios/board-of-trustees) Meeting: Wednesday, Feb 8th 5:30pm (DO Board Room)
* District Academic Senate Meeting: Tuesday, Feb 21st 3-5pm
* LRCCD Board of Trustees Retreat: Friday – Saturday, Feb 24-25 (DO Board Room)
* [ASCCC events](https://asccc.org/calendar/list/events)-events and institutes are listed on the website

## Land Acknowledgements

[ARC Indigenous Land Statement](https://arc.losrios.edu/student-resources/native-american-resource-center#:~:text=We%2520acknowledge%2520the%2520land%2520which,Maidu%252C%2520and%2520Miwok%2520tribal%2520nations.&text=Despite%2520centuries%2520of%2520genocide%2520and,both%2520Federally%2520recognized%2520and%2520unrecognized.)

“We acknowledge the land which we occupy today as the traditional home of the Maidu and Miwok tribal nations. These sovereign people have been the caretakers of this land since time immemorial. Despite centuries of genocide and occupation, the Maidu and Miwok continue as vibrant and resilient Federally recognized tribes and bands. We take this opportunity to acknowledge the generations that have gone before as well as the present-day Maidu and Miwok people.”

[CRC Land Acknowledgement](https://crc.losrios.edu/about-us/our-values/equity-and-diversity/land-acknowledgment)

“We pause to acknowledge that Cosumnes River College sits on the land of Miwok and Nisenan people. We remember their continued connection to this region and give thanks to them. We offer our respect to their Elders and to all Miwok and Nisenan people of the past and present.”

[FLC Land Acknowledgement](https://flc.losrios.edu/about-us/our-values)

“We respectfully acknowledge the land currently occupied by Folsom Lake College as the traditional home of the sovereign Nisenan, Maidu and Miwok peoples who have a unique and enduring relationship stewarding this land since time immemorial. Despite colonization, occupation and genocide, the Nisenan, Maidu and Miwok people continue and thrive in their resilience and self-determination. We celebrate and recognize our Nisenan, Maidu and Miwok tribal neighbors and honor their sustained existence.”

[SCC Land Acknowledgement](https://scc.losrios.edu/student-resources/native-american-student-success/land-acknowledgement)

“We acknowledge the land currently occupied by Sacramento City College as the traditional home of the Maidu, Miwok and Nisenan people. These sovereign people have been caretakers of the area since time immemorial. Despite centuries of genocide and occupation, the Maidu, Miwok and Nisenan people continue as vibrant and resilient federally recognized and unrecognized tribes, bands, and rancherias. Today, we honor and recognize our Maidu, Miwok and Nisenan tribal neighbors for their contributions as the caretakers of the Sacramento Valley and honor their sustained existence. It is with their blessing and continued guidance that Sacramento City College seeks to provide an accessible, equitable, and supportive institution of learning and experience.”

**Supplemental Materials**

**District Curriculum Coordinating Committee Report**

The committee met on Jan. 27.

* All of the curriculum proposals were approved.
* A new thematic block in the CISD designator was approved.
* The following courses were approved for math competency:
  + MATH 375 (SCC)
  + MATH 372 (CRC)
  + MATH 373 (CRC)
* There was some discussion, and many questions, regarding best practices for resuming in-person meetings of Brown Act committees in March.
* The committee discussed what happened to students when we switched from the 1.0 version to the 2.0 version of the Business Administration ADT. A workgroup will be created to iron out how to handle this type of situation in the future.
* The four Articulation Officers are helping DCCC draft a resolution supporting 100% AO assignments in the near future to enable them to respond to recent legislation, like AB 928.

The next DCCC meeting will be held Feb. 24, 2023.

Respectfully submitted by Bill Simpson, DCCC Chair.

# **District Educational Technology Committee Report**

## Proctorio

* Proctorio feature turn off resulted in 10 complaints district wide
  + Faculty advised to reach out to their Academic Senate representatives

## Title 5 Updates

* Los Rios Legal are revising Title 5 language

## Foundations 2.0 & Load

* Foundations 2.0 does not qualify faculty for 100% remote assignment
  + Some faculty expressed interest in 100% remote assignment
  + District following the contract regarding remote assignments.

**District Equity & Student Success Committee Report**

* **DESSC meeting on 1/23/2023**
  + Jacob Knapp provided context for the new meeting modality requirements under the Brown Act
    - DESSC will meet remotely on 2/27/23
    - March and April meetings will have an in-person meeting place at ARC CRC, FLC, SCC and DO and will still have a Zoom link
  + A&R/Financial Aid Redesign Update (Jason Ralphs, Yolanda Garcia)
    - The Metrics were approved by district in Fall 2022
    - On Financial Aid:
      * Launched FA call center on 12/1/22;
      * Working to align policies and procedures
      * Develop FA metrics and assessing data/outcomes
      * As of January 1st, FA offices now reporting to Yolanda
      * New director of Financial Aid is Dana Tate- started
  + Dual Enrollment Update (Sean O’neil, Jason Ralphs)
    - New regs adopted 12/12/23; some initial changes to forms and websites made for spring 2023, but common online form that addresses changes in new regs will be in place in February in time for summer and fall enrollment
    - District dual enrollment webpage launched
    - Dual Enrollment Workgroup finalizing report of recommendations on dual enrollment for Los Rios– will be shared and presented to DESSC
    - [Link to PPT](https://docs.google.com/presentation/d/1wQ3TYaCqCDax-yKSvhhZms6uswLE9VJiPAC5Gxptd5k/edit#slide=id.g1880b188122_0_0):
  + Ethnic Studies in Relation to Dual Enrollment (Dr. Tamara Cheshire)
    - Ethnic Studies Council has been looking at ES in the high schools and the district/college’s capacity to teach ethnic studies in the high schools as dual enrollment
  + Each Campus Shared updates on equity work happening at their site
  + Spring meeting are 2/27, 3/20, and 4/17

LRCCD District Instructional Accessibility Committee

# Update for District Academic Senate

February 7, 2023

Submitted by Co-Chair Kandace Knudson

The IAC met Jan. 31, 2023.

## WCAG Standards

The committee members agreed that WCAG 2.0 Standard level AA would be the most appropriate level of accessibility to set as a standard for the IAC-related work; that standard is also referenced in LRCCD Policy 7136.

## Accessibility Team

With the sunset of the Fast Track program, their accessibility support team will do other accessibility work for a wider audience. The 4 new Universal Design for Learning coordinators starting in Fall 2023 will be well-suited to help determine and guide the work of the Accessibility Team (“A-Team”) in collaboration with the A-Team leader, Summer Cavalier.

* + How they will do that is to be determined
  + The job description for the UDL coordinators is being vetted by the district academic senate
* It is clearly impossible to scale up Fast Track-level accessibility for all faculty at all campuses; the resources are too limited.
* District funding has been set aside for accessibility-supporting vendors (such as Code Mantra) for 2023-2024 (for remediating of documents via vendor rather than via A-Team)

## Captioning Project

The captioning project funding is expiring in April; faculty should submit their videos ASAP in order to receive captions quickly and easily. A new process using the CCCCO state captioning grant funding is in development and will replace the current process when the funding expires.

## OER Remediation

This funding is also expiring this semester. There is an effort to find other sources of funding for remediating OERs once the current funding is depleted.

## Big Picture

The committee members have discussed what the suite of accessibility support services would look like in the next few years and will be continuing this discussion in order to provide informed and continuing recommendations to the district and campuses.