**DRAFT District Academic Senate (DAS) Meeting Minutes**

**Tuesday, March 21st, 2023 - 3:00 -5:00 pm**

**Los Rios District Office Main Conference Room**

Link for guests and approved remote participants:

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

Meeting ID: 846 9586 1936 Passcode: LosRios

|  |  |  |  |
| --- | --- | --- | --- |
| 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 |  |
| Lori Petite | SCC | Academic Senate Past President | x |
| Bill Simpson | ARC | District Curriculum Coordinating Committee (DCCC) |  |
| 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) | x |
| Tamara Cheshire  Keith Heningburg | FLC  SCC | Ethnic Studies Faculty Council | x  x |

## Preliminaries

1. Welcome / Call to order

2. Land Acknowledgement: Noted that there is no land acknowledgment statement for the land which the district offices occupy. Suggested that one should be created.

3. Approval of Agenda: Approved

4. Approval of Minutes: Approved

5. Introduction of Guests: Brian Pogue

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

[New amendment to title 5](https://www.cccco.edu/-/media/CCCCO-Website/Office-of-General-Counsel/Form-400--Reg-Text-DEIA-Evalution-and-Tenure-Review-of-Dsitrict-Employees.pdf?la=en&hash=3370253B484C2DBA2FDF5C00117386D53C9C5EF0) to include diversity, equity, inclusion, and accessibility standards in the evaluation and tenure review of district employees.

Inquiry shared about where/how DAS meetings will be held next year.

7. DAS President’s Report

* AVC HR hiring committee: [20230313 Recruitment Timeline - Draft - revised 3-14-202360.docx](https://lrccd.instructure.com/courses/176134/files/47070293?wrap=1) - DAS president willing to serve, but please share recommendations if you know someone who would be good for this committee.
* Los Rios Vending & Dining services contract process. Announcement will be forthcoming. Concern raised that due to the opaqueness of the process, that it was impossible to know if inquiries that were made about sustainability were considered in the process.
* [ASCCC Area A](https://www.asccc.org/content/area-meeting-2019-10-11-170000-2019-10-11-220000) Friday, Friday, March 24, 2023, 10:00am - 3:00pm
  + [Spring 2023 Resolutions\_ASCCC Committees\_Area Meetings\_3.17.23-1.docx](https://lrccd.instructure.com/courses/176134/files/47070425?wrap=1)
* [ASCCC Plenary](https://www.asccc.org/events/2023-spring-plenary-session)April 20-22.
* Reminder that DAS president will be up for reaffirmation in April.
* Chancellor has stated that they will look into the possibility of increasing release time for the DAS president to .8 or .6. If there is no response by the April 4th meeting. DAS may want to draft a resolution. Suggested that this could constitute a first reading and our next discussion could be a second reading.
* The California Community Colleges Board of Governors approved regulatory action entitled “[DEIA Evaluation and Tenure Review of District Employees](https://www.cccco.edu/-/media/CCCCO-Website/Office-of-General-Counsel/Form-400--Reg-Text-DEIA-Evalution-and-Tenure-Review-of-Dsitrict-Employees.pdf?la=en&hash=3370253B484C2DBA2FDF5C00117386D53C9C5EF0)” was approved by the Office of Administrative Law and the California Secretary of State today, March 17, 2023.

## Consent Items (Any member of the DAS may request an item be removed for further discussion and separate action.) Inquiry as to whether we need to approve remote attendance by senators if they are for non-emergency reasons.

## Decisions (10-15 minutes per item)

1. DAS recommendation to DETC on when to reset Proctorio *(second reading)*

Inquiry as to whether DETC has a preference. There is no official position from DETC on when they would prefer this happen.

Shared that at SCC, very limited concern expressed by faculty about when resetting would take place.

Suggested that we need clear messaging for faculty informing them that Proctorio will be going away at the end of June. DETC has names of faculty who have ever used Proctorio and will be contacting them.

Inquiry as to why we are considering when to reboot when it will be going away at the end of June.

Response is that inequitable options built into Proctorio are still available until Proctorio is reset. So for those students whose privacy may be violated by Proctorio, there is a period of time when these violations can continue.

Shared that some students have shared feeling humiliated by invasive/inequitable Proctorio features.

Shared that reset will not eliminate faculty ability to use the webcam, so a reset would not address that concern.

Concern about possible disruption to instruction. If we reset, faculty who use it would need to do some labor on their settings.

Unknown if Proctorio is reset, if evidence of possible academic dishonesty from prior to the reset would be recoverable.

Unknown how many faculty are using this tool. DAS has asked this question multiple times, but have not been able to get that data. Concern expressed that it has been difficult to make this decision when we cannot get info to make an informed decision. Shared that getting data like usage statistics from Proctorio is very difficult.

Motion and second to recommend to DETC that Proctorio be reset at the end of the semester. Motion adopted.

Yes: Sandra Guzman, Carina Hoffpauir, Brian Knirk, Veronica Lopez, Scott Crosier, Lisa-Marie Mederos, Jacob Velasquez, Greg Beyrer, Eric Wada, Danielle Beck, Alisa Shubb.

No: Lori Petite, Lisa Danner, Paula Cardwell.

Abstentions: Dawna DeMartini.

1. R-2211 technical clean-up revisions *(first reading) AVC Educational Programs & Student Success*

* [20230214 P-2211.pdf](https://lrccd.instructure.com/courses/176134/files/47065977?wrap=1)
* [20230214 R-2211.pdf](https://lrccd.instructure.com/courses/176134/files/47076367?wrap=1)
* [20230214 P-2242.pdf](https://lrccd.instructure.com/courses/176134/files/47076321?wrap=1)
* [20230214 P-2523.pdf](https://lrccd.instructure.com/courses/176134/files/47076323?wrap=1)
* [20230214 R-2254.pdf](https://lrccd.instructure.com/courses/176134/files/47076329?wrap=1)
* 20230214 R-2821.pdf

Changes clarify what dual enrollment is. R-2211 is the one with the most substantive chances. There is a change to incorporate a statutory requirement, requiring that community colleges offer highest level of priority enrollment to student parents. Defines student parent as parent of one who is under 18 and will receive at least 50% of support from that parent. Also makes a change supporting prior dual enrollment students with .5 level of priority enrollment. This can only happen with counselor evaluation. Students would need to go to a counselor and have that assessment made. Intent is to give counselors more options for supporting prior dual enrollment students.

Change to R-2254 gives students more time to get a refund for a course.

Please bring these policy and regulation changes to local senates.

All policy and regulations changes go to Chancellor’s Cabinet. Policies then go to the Board of Trustees twice.

Suggested that it would be advantageous to review all levels of priority registration and make sure they make sense. It would help to know the numbers of students in the levels of priority groups.

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

## Discussions (10-15 minutes per item)

1. Use of online proctoring services

Do we as a body want to take a stand on online proctoring?

Documents from DeAnza: [Resolution](https://www.deanza.edu/gov/academicsenate/ResolutionProctoringSoftware.pdf) [Summary of Concerns and Documentation](https://www.deanza.edu/gov/academicsenate/meetings/Surveillance%20Software%20summary.pdf)

Inquiry as to whether district is actively looking for proctoring software. If they are, then we want something from the Academic Senate to help inform that decision. No one is looking at this time.

Support expressed for the idea of statement. Appreciation for how DeAnza highlights equity concerns.

Suggestion that it would be advantageous to have something in place before the district would begin looking at software.

Suggestion that Senate draft a statement that would discourage passing cost of proctoring software to students.

Suggestion that whatever criteria we want considered should be included here. Needs to include concerns about privacy, equity, anti-racism, and accessibility.

Suggested that we need to involve students in creation of a statement.

How do we proceed? Perhaps the first act is to bring some info including the DeAnza statement and the process to [Request an LTI Integration for Canvas](https://employees.losrios.edu/forms-and-services/request-external-application-or-lti-for-canvas) to local senates.

1. Faculty hiring processes

Shared that 10 LTTs hired this semester at SCC. Faculty hiring should be under faculty purview. Confused and frustrated that admin can decide to hire 10 LTTs with no faculty input, and that process does not seem to match up with guidelines on hiring LTTs that were shared in Fall.

Data of students waiting for a counselor does not seem to be considered whereas waitlists for classes are considered. Data not considered evenly.

Shared that at FLC a counselor was hired for a 5 year period, not on the tenure track, funded by grant money. Concern that this creates a new classification of employee, and that they may not covered by a bargaining agreement.

Concern about loss of faculty control/input in hiring. Suggested that this is something SUJIC/LRCFT should be looking at.

Noted that with UDL positions, which are funded for 5 years, existing employees are hired.

Concern about lack of transparency from district around LTTs.

Suggested that grants often want positions to be institutionalized. The grant money helps get things going, but it’s not typically the intent for a position to last 5 years and then disappear.

Suggested that we need to familiarize ourselves with the info in the [audit described here](https://www.bakersfield.com/news/california-community-colleges-rely-too-much-on-part-time-faculty-and-misspend-funds-audit-finds/article_b7b5da7e-b93b-11ed-9e70-5fd006aad8d7.html). Suggested that the audit be a discussion item next meeting.

Concern that distinction between restricted and general funds may at times be arbitrary.

Suggested that we should make inquiries at District Budget Meeting.

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)

* [Document with Title 5 references](https://www.smc.edu/administration/governance/academic-senate/committees/documents/student-affairs/2016-2017/april-5-ars-for-review.pdf)
* [Document with definitions](https://www.canyons.edu/_resources/documents/administration/board/bp-ap/4000academicaffairs/BP4233.pdf)

Title 5 does not define excessive absences. It sets a minimum threshold of 6% but instructors can use a different threshold.

Inquiry as to how online participation is defined. Students must participate in an academic activity. Logging in is not sufficient.

Noted that students can engage in academic activity without it being recorded in any way online.

Shared that 34 CFR 602 defines academic engagement:

Academic engagement: Active participation by a student in an instructional activity related to the

student’s course of study that—

(1) Is defined by the institution in accordance with any applicable requirements of its State or accrediting

agency;

(2) Includes, but is not limited to—

(i) Attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where

there is an opportunity for interaction between the instructor and students;

(ii) Submitting an academic assignment;

(iii) Taking an assessment or an exam;

(iv) Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction;

(v) Participating in a study group, group project, or an online discussion that is assigned by the institution; or

(vi) Interacting with an instructor about academic matters; and

(3) Does not include, for example—

(i) Living in institutional housing;

(ii) Participating in the institution’s meal plan;

(iii) Logging into an online class or tutorial without any further participation; or

(iv) Participating in academic counseling or advisement.

Suggested that we want to look at disaggregated data on instructor-initiated drops.

1. Collegial Consultation

[Draft Report](https://docs.google.com/document/d/1FIxM4IO21UWLgpHOCZ7nj0PXeqQCFDwT/edit?usp=sharing&ouid=105543737585314241560&rtpof=true&sd=true) Please add items.

Inquiry as to whether there was a response to the first report. There was not.

Concern that there does not appear to be an effort to address the lack of transparency and communication on the part of district.

Noted that years ago, the Chancellor used to frequently stress transparency. Now there seems to be lots of surprises. Surprises and lack of communication is the norm.

## Items from Colleges for District Academic Senate Consideration

Shared that resolution supporting SCC White Paper will be up for a second reading at ARC senate this Thursday.

Shared that collegial consultation reports have been shared at SCC and faculty have been interested. Suggested that perhaps we should share a report twice a semester.

Shared that it has been difficult to get items on the Chancellor’s Cabinet agenda.

## Committee Reports (as time permits, written reports will be posted to Canvas supporting material section and included in subsequent meeting minutes) – None at this time.

**Future Returning Items:**

* Learning Communities priority registration
* Revisions to Los Rios Regulation [R-3412](https://losrios.edu/shared/doc/board/regulations/R-3412.pdf) (Participatory Governance/Academic Senate)
* Student-facing information on Academic Conduct across Colleges
* Operationalizing Equity-minded Professional Learning (mandatory equity training)

## Upcoming Meetings / Events

* [LRCCD Board of Trustees](https://losrios.edu/about-los-rios/board-of-trustees) Meeting: Wednesday, March 8th 5:30pm (DO Board Room)
* District Academic Senate Meeting: Tuesday, March 21st 3-5pm (DO Main Conference Room)
* District Academic Senate Meeting: Tuesday, April 4th 3-5pm (Teleconference locations)
* [ASCCC](https://asccc.org/calendar/list/events) Spring Plenary – April 20-22 DoubleTree by Hilton Hotel Anaheim - Orange County

## 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.”