# **District Academic Senate (DAS) Minutes**

**Tuesday, December 5th, 2023 - 3:00 -5:00 pm**

**Los Rios District Office Main Conference Room**

**Teleconference locations:**

**Los Rios District Office Main Conference Room**

**ARC: ARC Administration Building Conference Room**

**CRC: College Center 250 Conference Room #2**

**FLC: FL2-145**

**SCC: Student Center 105**

[**Remote Participation Link**](https://lrccd.zoom.us/j/85212623490?pwd=Sk5WSDhxaExXanRuWC83RjVWUGJ1dz09) **Meeting ID: 852 1262 3490 Passcode: losrios**

## Members Present

DAS

* Alisa Shubb, President
* Sarah Lehmann, Secretary

ARC Academic Senate

* Brian Knirk, President
* Veronica Lopez, Vice President
* David McCusker, Secretary
* Alisa Shubb, Past President

CRC Academic Senate

* Jacob Velasquez, President
* Eric Anderson, Secretary
* Scott Crosier, Past President

FLC Academic Senate

* Eric Wada, President
* Wayne Jensen, Vice President
* Lisa Danner, Secretary
* Paula Cardwell, Past President

SCC Academic Senate

* Sandra Guzman, President
* Dawna DeMartini, Vice President
* Amy Strimling, Secretary

## Preliminaries

1. Welcome/Call to order
2. Land Acknowledgement was read by Alisa Shubb
3. Approval of Agenda
	1. Agenda was approved
4. Approval of Minutes
	1. Minutes were approved
5. Introduction of guests
	1. Guests present included: Craig Davis

## Public Comment Period

* No public comments

## DAS President’s Report

* 1. Convocation update regarding Ethnic Studies panel

## Consent Items (none)

## Decisions

### Establishing Low Cost Materials Designation at $30 pre-tax *(second reading)*

| Issue: Low Textbook Cost definition  |
| --- |
| **ARC** |  | **FLC** |
| Knirk | Yes |  | Wada | Yes |
| Lopez | Yes |  | Jensen | Yes |
| McCusker | Yes |  | Danner | Yes |
| Shubb | Yes |  | Cardwell | Yes |
|  |  |  |  |  |
| **CRC** |  | **SCC** |
| Velasquez | Yes |  | Guzman | Yes |
| Anderson | Yes |  | DeMartini | Yes |
|  |  |  | Strimling | Yes |
|  |  |  | Petite | Yes |

### MultiFactor Authentication (MFA) for student use of Canvas *(second reading)*

Notes from discussion:

* It was noted that students will use Okta for several aspects of College logins, not just MFA. Faculty will continue to use Duo for MFA but will use Okta for behind-the-scenes aspects.
* FLC has asked for feedback from the Student Senate but won’t hear back from January. Anecdotally, not many students have heard of Okta
* The contract for DUO will expire in October 2024, and at that point the district may switch to Okta for faculty and students for all MFA and SSO operations. At that point, students may be required to use Okta for Canvas because one class of people cannot be kept out of authentication for Canvas.
* Motion that we recommend against MFA for student use of Canvas until more information, demonstration and consultation is provided with and for students

| Issue: We recommend against MFA for student use of Canvas until more information, demonstration, and consultation is provided with and for students. |
| --- |
| **ARC** |  | **FLC** |
| Knirk | y |  | Wada | y |
| Lopez | y |  | Jensen | y |
| McCusker | y |  | Danner | y |
| Shubb | y |  | Cardwell | y |
|  |  |  |  |  |
| **CRC** |  | **SCC** |
| Velasquez | y |  | Guzman | y |
| Anderson | y |  | DeMartini | y |
|  |  |  | Strimling | y |
|  |  |  | Petite | y |

### R-7137 - Military Credit draft regulation (second reading)

Notes from discussion:

* There was no controversy or opposition at any of the four academic senates.
* Motion to approved the regulations

| Issue: Should we approve these proposed changes to the regulations?  |
| --- |
| **ARC** |  | **FLC** |
| Knirk | y |  | Wada | y |
| Lopez | y |  | Jensen | y |
| McCusker | y |  | Danner | y |
| Shubb | y |  | Cardwell | y |
|  |  |  |  |  |
| **CRC** |  | **SCC** |
| Velasquez | y |  | Guzman | y |
| Anderson | y |  | DeMartini | y |
|  |  |  | Strimling | y |
|  |  |  | Petite | y |

### AB 1705 Math Validation Study Excused Withdrawal (EW) request (second reading)

Notes from discussion:

* Reminder that this request came from our math faculty
* EWs can be requested after the fact, but it is more convenient for students to request an EW while they are currently enrolled.
* This hasn’t been discussed at all Senates yet and therefore this topic will come back for another second reading in Spring 2024.
* Some prefer to wait for the results of the study to better understand how this will impact other students
* Suggestion that it may be possible for students to request an EW with the extenuating circumstance being the new placement method
* Concern expressed over allowing an EW for current students but not future students who may be subjected to the same placement method
* Request that when this comes back in January, if we could have a summary of which campuses were involved, and the context for how and why the study was conducted.

### Textbook Affordability Task Force request to become a DAS standing committee *(first reading)*

[Proposal from the Task Force](https://docs.google.com/document/d/1dA56OVN8pJakg5zYj3ICj8B2ttUlNT0INXez67yg-VU/edit?usp=sharing)

Notes from discussion:

* The committee charge and roster were updated to reflect feedback from the last meeting
* Clarification requested for the administrative roles - to indicate that it should be an administrator who works with the OER/ZTC projects.
* This will come back for a second reading in January.

## Reports

(5 minutes per report + 5 minutes for questions)

(None)

## Discussion

(10-15 minutes per item)

### Cluster Hiring

Notes from discussion:

* A cluster hire is a method to intentionally hire faculty with a particular demonstrated expertise, such as supporting Hispanic/Latinx students or engaging in antiracist practices. This allows a college to rapidly expand capacity in a particular area
* Often, a supplemental questionnaire is offered to specifically screen for this expertise
	+ It was noted that LRCCD HR has discouraged/prohibited supplemental questions in the past, but has now agreed to allow supplemental questions for cluster hires
* This method has been used by many colleges to hire more faculty of color
* It was noted that it is important to onboard and support the faculty who are hired as part of a cluster hire
* What will this look like in Spring 2024?
	+ SCC’s Senate has approved this concept and has offered to serve as a pilot campus for the cluster hiring process. However, it’s unclear if they’ll be ready to launch a cluster hire in Spring 2024.
* Lots of discussion around a draft set of supplemental questions shared by SCC.
	+ Concerns, questions, and surprise expressed - would these questions exclude people from applying or narrow the pool?
	+ Some newly minted candidates might be deterred from applying because they haven’t yet had much opportunity to build the skills asked for in the criteria, even though they have a strong interest in supporting students of color and anti-racism.
	+ Support expressed for the skills/mindsets questions – these are the types of new faculty we want to hire
	+ Suggestion that this is a good starting point that we could build on

### LRCCD General Education & Graduation requirement revisions

Notes from discussion:

* DAS President shared information that will eventually go on a district website meant to help faculty give input into the decision about the new graduation requirements
* There will be a brief presentation about this at Convocation
* Suggestion to adopt the recommendations of DCCC
	+ It was noted that the DCCC’s recommendations were meant as a starting point for discussion
	+ CRC’s Political Science faculty have expressed vehement opposition to eliminating the American Institutions requirement.
	+ Some of ARC’s faculty have also expressed concern with eliminating American Institutions
* Request to send DAS president any feedback on the process for gathering input
* Concerns with hosting a charette because the people who attend will be the faculty from disciplines who are most impacted by the changes.
* It was noted that at Fall plenary, there were several resolutions about this issue. At plenary, folks were reminded that the American Institutions courses are embedded into other requirements

### ASCCC plenary debrief

### Revisions to proposed R-3412 section 2.1.1.1.1

### Collegial consultation report for Fall 2023

Notes from discussion:

* DAS president proposes this as the final report for Fall 2023. This will be shared with the Trustees.
* Appreciate expressed that contract ed was included

Meeting adjourned at 5:14pm

## Items from Colleges for District Academic Senate Consideration

None

## 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*

* DESSC CHAIR REPORT NOVEMBER 2023 ● Meeting Held on 11/20/2023 ● Minutes: https://docs.google.com/document/d/1-H8Exxw2LnCPvEC0cBaP0WAzztAg9La2iZF YzcLNxqE/edit ● Chair report ○ Dates for spring 2024 meetings reviewed. New calendar invites forthcoming. Meeting dates will be 1/22, 2/26, 3/18, 4/15 ○ Future agenda item for spring 2024: Financial Aid Policies regarding Course Applicability, Consortium, and Undecided majors ■ Yolanda Garcia has asked for specifics on what to prepare to present. Ea will check in with DAS President and follow-up ● Administrator report: ○ District Student Services Webpage (NEW) ■ Program and department updates and resources will be housed here. ● Discussion: ○ A&R redesign update: ■ As of January 1st, 2024, the departments will report to district ● A&R operations will remain the same in terms of campus presence and support ■ By summer 2024, first draft of all procedures documented districtwide ○ Update on Student Parent Priority Registration ■ Los Rios was one of the only districts in CA that successfully implemented student parent priority registration as required by the new law ■ Over 1000 students completed online verification ○ Financial Aid Redesign Update ■ Updated FAFSA will be open by 12/31/23. Predicting CADAA to follow-suit ■ 2,000 additional students receiving Pell Grants compared to last year ■ Sending out monthly updates to the district ■ Centralized office is handling all FA calls for all colleges; will soon be handling email and also be answering Chatbot ○ Student Major Change Automation Process: ■ As part of our A&R Redesign work, we have been working to improve CCCApply and align with each college’s meta-majors ● Another element of improving the application process, has been to make it easier for students to change their major online. The goal is to fully automate this process so that a student can change their major without needing to have A&R staff to process the request manually. ● These are changes a student could make using Peoplesoft. ○ How the iSEP interacts with the major change process won’t be addressed until next semester with counseling faculty input and discussion. ○ Equity work and events across the district were discussed

### District Educational Technology Committee (DETC) – *Morgan Murphy*

### Prison & Reentry Education Program Committee (PREP) – *Kalinda Jones*

### Ethnic Studies Council – *Tami Cheshire, Keith Heningburg*

### Instructional Accessibility Committee  *- Kandace Knudson*

## Other meeting reports

### Budget – *Troy Myers*

### Calendar

### Program Placement Council (PPC) – *Alisa Shubb*

### LRCFT – *Jason Newman*