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

**Tuesday, Nov. 5, 2024 - 3:00 -5:00 pm**

Teleconference locations:

**Los Rios District Office Main Conference Room**

**ARC: ARC Administration Building Conference Room**

**CRC: College Center Conference Room 3, CC-259**

**FLC: FL2-145**

**SCC: PAC 135F**

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

## Members Present

DAS

* Paula Cardwell, President

ARC Academic Senate

* Brian Knirk, President
* Veronica Lopez, Vice President
* Jeff Sacha, Secretary
* Alisa Shubb, Past President

CRC Academic Senate

* Jacob Velasquez, President
* Lauren Wagner, Vice 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

* Amy Strimling, President
* Ilana Johnson, Vice President
* Nadine Kirkpatrick, Secretary
* Lori Petite, Past President

## Preliminaries

1. Welcome/Call to order at 3:00pm
2. The SCC Land Acknowledgement was read by Illana Johnson
3. Approval of Agenda
	* Agenda was approved
4. Approval of Minutes
	* Approval of minutes was postponed to give people more time to review the Oct 15 minutes.
5. Introduction of guests
	* Nicole Woolley
	* Liz Stevenson
	* Frank Kobayashi
	* Sean O’Neil
	* Kim Goff
	* Teresa Aldredge

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

Lori Petite, SCC faculty, noted that Sacramento City College has not had adequate dining options available to students for about 5 years. There is currently one service line, Oasis Cafe, which offers coffee, pastries, and pre-made sandwiches. It closes at 2pm. The Bookstore closes at 3pm, which means there is nowhere for students who take evening classes to get food or beverages on campus after 3pm. Also, there is no hot food option available to students. Lori encourages faculty from other colleges to review the dining options available to students and advocate for additional food options to be provided.

## 7. DAS President’s Report

* Fall 24 Plenary/Plenary Dinner Plans
* IEPI Meeting Report
	+ The meeting was largely about collegial consultation, not about IBA. Faculty brought up the “elephant in the room” which is that the Chancellor bamboozled everyone into doing this “IBA intervention” in the context of improving collegial consultation. The group of faculty did a great job making it clear to the IEPI team that IBA is not to be conflated with collegial consultation and they are two separate things.
	+ It would have been useful to have more faculty representatives at the meeting
	+ It will be interesting to read the summary/follow up report from the IEPI team
	+ Opinion expressed that it felt like faculty were being heard
* Risk/Waiver Form Request
	+ For certain classes, faculty are required to have all their students sign a risk/waiver form. Is there any way to automate this process? Paula submitted an idea ticket to DOIT to see if this is something that can be managed in eservices when students register for a class
* International Education Committee Appointment
	+ Paula has appointed herself to this committee, in the absence of any other interested persons
* AI Summit Update
	+ About 140 faculty are registered to attend
	+ Khan academy will attend
	+ Several other speakers planned, including our own Los Rios faculty
	+ There will be a faculty panel and a student panel
	+ Presentation about equity and AI
	+ There are 10 spots left!
* AI Policy Update
	+ A student was accused of using AI for an assignment, and the student challenged the instructor’s call. The VPI overrode the instructor’s decision, and the instructor is grieving this action by the VPI. The Union will keep us posted. This is difficult to navigate without AI policies in place.
* Chatbot update
	+ Paula is working with Gabe Ross on the chatbot issue - namely that the chatbots on the College website provide inaccurate information or in some cases, no information at all. For example, the chatbot can’t manage to provide any helpful information for a search as simple as “sociology.” [See more examples here](https://drive.google.com/file/d/1uCPv8n3Dqzj1UN5DVCG_iudAvkWAM7k6/view?usp=drive_link) - they were gathered by ARC Librarian David McCusker.
	+ The district is using AI to help improve the chatbot, but it is still very problematic. Please take this back to your senates. Do we want to consider taking down the chatbot until it is better-trained?
		- The search engines on the college websites are also terrible. They do not produce relevant results, and do not accommodate slight misspellings
			* An ARC Librarian did a project with students in summer 2023 to make recommendations on how to improve the website search engines. For example, the students noticed that a search for “spring break” provides no relevant results, and suggested adding a link to the academic calendar page in the search results. However, despite multiple requests the recommendations have not been implemented. [Here are the recommendations](https://docs.google.com/spreadsheets/d/1Ohsj6xPZvxmadyPzrDYZR6mjezUArinhDLS3f-5uXgY/edit?usp=sharing).
		- Additionally, how accessible is the chatbot? It would be worth exploring whether it meets WCAG 2.2 standards

## Information Items

1. Jason Ralphs updated DAS on regulations related to Admissions & Records.
	1. Regulations passed by CCCCO require colleges to give Priority 0 registration to Rising Scholars (aka formerly incarcerated or “justice involved” students). The District will update the Los Rios regs accordingly.
	2. They will also update the definition of “Armed Forces of the United States” to include the Space Force.
2. Sam O’Neil provided an overview/update on Dual Enrollment.
	1. Presentation Slides: [Dual Enrollment Update](https://docs.google.com/presentation/d/1MVOH9r6Q1optjKaRHDLa9NQ6BR-5Ofvz4eULHLY8FAQ/edit#slide=id.g2ad1a476626_0_13)
	2. There has been a 30% increase in dual enrollment participation, year over year, for the last few years
	3. Districtwide success rate for all dual enrollment students is about 82%
	4. Average GPA for dual enrollment students is about 3.2 GPA
	5. Slides also included a breakdown of student ethnicity
		1. Please see slides
	6. Slides also included Spring 2024 Success Rates broken down by ethnicity, gender, and socioeconomic status
		1. Please see slides
	7. Concern expressed: As an academic program of the colleges, dual enrollment is within faculty purview. What is the district doing to include faculty in decision making regarding dual enrollment?
		1. The decisions happen at the campus level, Sean is more of a coach for the campuses
	8. Do we know how many faculty are teaching in this program as a Los Rios adjunct when they would normally be teaching at the high school?
		1. According to Sean, there are very few faculty who are also high school instructors.
		2. It is unclear if anyone knows the actual number
	9. What can you tell us about “self-enrollment?” What does this mean, particularly in terms of parental involvement?
		1. The presenters reviewed the steps involved in self enrollment
		2. Can self-enrolled students enroll in any course on campus, or just dual enrollment courses?
			1. Any course on campus that they meet the prerequisite for
			2. Is there a way to flag for faculty the fact that a student is a dual enrollment student, so that they can get access to all the services they are entitled to?
				1. The roster notes if the student is under 18

It was noted that a student can be under 18 and not be a dual enrollment student

* + 1. Do CCAP students have access to Los Rios Canvas?
			1. Yes they do if the instructor uses Canvas

## Consent Items

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

* Approval of remote attendees

## Committee Reports

(Written reports will be posted to Canvas supporting material section and included in subsequent meeting minutes)

1. District Curriculum Coordinating Committee (DCCC) – Renee Medina
	1. Most of their work has related to Common Course Numbering
	2. We learned that our common courses will not automatically have articulation, and we will need to resubmit everything. There is some concern about course-to-course articulation
	3. There is a CCN implementation group that meets regularly
	4. All the initial courses will be ready for the district curriculum committee to review by late November
	5. The Articulation Officers are working very hard right now to get this work done
2. District Equity & Student Success Committee (DESSC) – TBA
	1. No updates
3. District Educational Technology Committee (DETC) – Morgan Murphy
	1. [EdTech Report - Oct 24, 2024](https://lrccd.instructure.com/courses/176134/discussion_topics/3023290)
	2. DOIT and DSPS are working on figuring out how to get DSPS-related information to faculty
	3. Zoom recordings created before January 2024 will be deleted soon, because our zoom recording storage space is way over capacity
		1. Faculty don’t have a good place to store instructional videos they’ve created. What will happen to videos faculty created for their classes that they are still using?
			1. DOIT are working on that. Faculty can use Canvas Studio and 3C Media.
	4. Multiple due dates in discussions will be available as an option in Canvas in a few weeks
	5. There will soon be a way to report fraudulent enrollment in Service Central
		1. Question: faculty have heard that there are some fraudulent students who are actively participating in classes with discussion posts, etc. Will there be any training on how to detect fraudulent students?
			1. Morgan will ask about this
	6. There were discussions about different places where pronouns are referred to. Request that the terminology “preferred pronouns” are not used, and instead it should just say “pronouns.” Morgan submitted an IT idea request to investigate and fix these instances.
4. Prison & Reentry Education Program Committee (PREP) – Kalinda Jones
	1. No report
5. Ethnic Studies Council – Tami Cheshire - on hiatus
6. Instructional Accessibility Committee - Beki Mendel
	1. For the DIAC, we continue to gather more information on compliance with accessibility law, such as the 2024 ADA Title II ruling. We are drafting a proposal to DAS that Los Rios work with the CCC Accessibility Center on the Accessibility Capability Maturity Model (ACMM). We are developing talking points for committee members to share with their local senates and administrations to get the word out about the ACMM. The committee believes the ACMM should be done as a district, with all four colleges participating simultaneously. If that is not possible, then any colleges wishing to participate, can become the vanguard groups to work on the ACMM. The committee is also requesting that District leadership share any plans to address the Title II deadline of April 2026. The ruling impacts websites and technology of public institutions (including colleges). This includes social media, Web pages, third party apps/software, which go beyond the scope of the DIAC. If there are any questions about the ACMM, folks can reach out to DIAC Faculty Chair Beki Mendell.
7. District Affordable Learning Materials Committee – Andi Adkins Pogue
	1. DALMC wants to alert faculty that the zero textbook cost (ZTC) reporting requirements to the State Chancellor’s office have changed, now requiring more granular information about how ZTC was achieved in each section. This will impact the form that faculty fill out in eServices to report their classes as ZTC. It will also mean that data rolling over from previous semesters (happening at some colleges) will now be inaccurate in many cases. Some manual updates will be made for spring 2025 and changes behind-the-scenes are happening now with the help of DOIT. The committee will provide resources and training to help faculty understand the changes once everything is in place. Each college will decide whether further manual updates by their respective instruction offices are needed

## Decisions

(10-15 minutes per item)

### Proposed Faculty Hiring Manual Revision: Proposal to request inclusion of Equity Representative/Faculty Representative in second-level faculty hiring interviews. (First Reading) Should this be a resolution?

Discussion:

* 1. Support expressed for the idea of including a faculty equity rep in second level interviews
	2. When would District HR have the bandwidth to do a full hiring manual revision?
		1. Paula will reach out to Carrie Bray at DOHR to ask about this. The manual is overdue for revision, but in the meantime we may want to make requests for critical updates to happen sooner
			1. Support expressed for a full revision of the hiring manual, but we should not wait to request faculty equity reps be involved in second level interviews. This is an urgent intervention and we should ask for it to happen now
				1. Would we need to get board approval to make this update?
	3. It sounds like there is an interest in pushing for the idea of a faculty equity representative at second level interviews
		1. What is our overall goal? The equity aspect? Faculty voice? Content expert? Should the chair of the department be in the interviews?
			1. The faculty equity rep is typically someone outside the discipline. Support expressed for a faculty discipline expert to be in the second level interview.
			2. It was noted that there has been an interest expressed in a faculty member who was in the first round interview committee also be present during the second round interview
			3. Opinion: now that we have expanded this conversation, it would be wise to take this discussion back to our Senates for further input
				1. It was noted that this is at first reading, so there is still an opportunity for faculty input
			4. The equity rep may have confidential knowledge that had been shared by other members of the committee, and could take that forward
			5. Concern that for very small department, this would add an extra layer to the hiring process, which is already very laborious
			6. There is an interest in accountability to faculty from the administrators who are running the second level interviews. For example, do the second level interviewers explore the follow up aspects that the committees generate during debriefing?
		2. Please take this back to your Senates for further feedback.
			1. This will come back at the December 3 DAS meeting

### Proposed DAS Senate By-Laws Revision: Article 11, Section 2: No action shall be taken on any item not appearing on the posted agenda. No action shall be taken on any item upon a first reading. Propose adding: The “No action shall be taken on any item upon a first reading rule” is suspendable with a ⅔ majority vote. (First Reading; By-Laws Revisions require a ⅔ majority vote)

Background: Do we want to be able to suspend a first reading?

Discussion:

* Feedback from ARC: Yes, we want to be able to suspend first reading. The opportunity should be available in our bylaws
	+ Broad agreement from other colleges for the ability to suspend a first read
* Do we want a simple majority to suspend first reading? Supermajority? Full body?
	+ ARC prefers ⅔ majority
	+ Support for ⅔ majority
	+ Clarification: the ⅔ would be based on the members present, correct?
		- Yes, that is correct
* Paula will write this up as a resolution and bring this back at the next DAS meeting

## Reports

(5 minutes per report + 5 minutes for questions)

1. No reports

## Discussion

(10-15 minutes per item)

1. Khanmigo in Canvas

Background: The District Ed Tech committee recommends enabling Khanmigo in the beta instance of Canvas so that any interested faculty can explore the tool. It is an AI tool designed to help faculty adapt course content, create rubrics, write discussion posts, contextualize content to particular populations, etc. It would be opt-in, no one would be required to use it. District Ed Tech is interested in getting feedback on the tool from faculty in various areas as well as from the LMS coordinators. Note: the content that is input is not used to train the model.

Discussion:

* Could Ed Tech prepare a short summary about this to take back to the colleges?
	+ Yes. It was also noted that ideally we would get this done before the AI summit, because Khan Academy will be at the summit to present this
	+ Will this tool require district funds?
		- No. It is a partnership between Canvas and Khan Academy
* It was noted that it is a standard practice to install new technologies in a beta environment
* Clarification: Are we being asked to vote on a discussion item?
	+ No. District Ed Tech is informing us that they are recommending that this tool be enabled in the Canvas beta.
	+ There is interest in getting faculty feedback about this tool
		- Yes, Ed Tech would like faculty feedback on this tool.
* It was noted that we may need to provide input on whether to adopt this tool more broadly, and we will need to try it out first
* How will this tool be rolled out in Beta? Will information go out to faculty on how to use it? How will faculty find out about it?
	+ Part of the beta test is letting faculty know it exists and how to use it. The Khan Academy will host a training session about the tool. The DE coordinators will also help get the word out to faculty about the tool
1. Draft Academic Calendars ([26-27](https://lrccd.instructure.com/courses/176134/files/67509155?wrap=1) and [26-28](https://lrccd.instructure.com/courses/176134/files/67509165?wrap=1))
	1. Please look these over and bring back any concerns next time
2. Moratorium Task Force Update
	1. Tabled until Nov 19 meeting
3. CCC Online Education Survey
	1. The state Chancellor’s Office has requested that this survey go out to all CC faculty in the state. [The survey is in the supporting materials](https://lrccd.instructure.com/courses/176134/files/67509249?wrap=1), so that we can preview it before it goes out to all Los Rios faculty. If there are any concerns, please let Paula know ASAP.
4. Status of Equivalency Discussion at SUJIC.
	1. This has been brought to SUJIC. The Union has let us know that this is definitely a Senate matter and they will not be getting involved. Senate will therefore take up this issue on our own.

## Items from Colleges for District Academic Senate Consideration

* ARC is having issues with the new hiring practices for students that require fingerprinting. It takes a lot of time and may go against existing Board regulations. This is a new practice put forth by the district as of October. It is a district practice, therefore ARC requests it be taken up at the district.
	+ SCC and CRC agree; there have been issues with employees being let go after being fingerprinted. This may particularly be an issue for rising scholars
* Request for academic calendars to be posted in more accessible places. Too many things are on the employee side of the website, when they should be on the public side.

Meeting adjourned at 5pm

## Future Returning Items:

* None

## Upcoming Meetings / Events

* None

## Land Acknowledgements

[Los Rios Community College District Indigenous Land Acknowledgment Statement](https://losrios.edu/about-los-rios/our-values/indigenous-land-acknowledgment) “In the spirit of community and social justice, we acknowledge the land on which our four colleges reside as the traditional homelands of the Nisenan, Maidu, and Miwok tribal nations. These sovereign people have been the caretakers of the health of the rivers, the wildlife, the plant life, and the overall eco-social balance in the greater Sacramento region since time immemorial.
 Despite centuries of genocide and occupation, the Nisenan, Maidu, and Miwok continue as vibrant and resilient tribes and bands, both Federally recognized and unrecognized. Tribal citizens of these nations continue to be an active and important part of our Los Rios college community. We take this opportunity to acknowledge the land and our responsibility to the original peoples, the present-day Nisenan, Maidu, and Miwok tribal nations.”

[ARC Indigenous Land Statement](https://arc.losrios.edu/student-resources/native-american-resource-center#:~:text=We%20acknowledge%20the%20land%20which,Maidu%2C%20and%20Miwok%20tribal%20nations.&text=Despite%20centuries%20of%20genocide%20and,both%20Federally%20recognized%20and%20unrecognized.)

“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.”

Voting Template

| Issue:  |
| --- |
| **ARC** |  | **FLC** |
| Knirk |  |  | Wada |  |
| Lopez |  |  | Jensen |  |
| Sacha |  |  | Danner |  |
| Shubb |  |  | Cardwell |  |
|  |  |  |  |  |
| **CRC** |  | **SCC** |
| Velasquez |  |  | Strimling  |  |
| Wagner |  |  | Johnson |  |
| Anderson |  |  | Kirkpatrick |  |
| Crosier |  |  | Petite  |  |