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

**Tuesday, December 3, 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
* Alisa Shubb, Past President

CRC Academic Senate

* Jacob Velasquez, President
* Lauren Wagner, Vice 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
2. ARC Land Acknowledgement was read by Brian Knirk
3. Approval of Agenda
   * Agenda was approved
4. Approval of Minutes
   * Nov 19, 2024 Minutes were approved
5. Introduction of guests
   * Teresa Aldredge
   * Oranit Limmaneeprasert
   * Vivian Dillon
   * Michelle Salluzo

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

No public comments.

## 7. DAS President’s Report

1. PREP Update
   1. The District has selected an interim PREP dean, James Telles (FLC Librarian and former Union president)
2. Noncredit Update
   1. Paula and other DAS members attended a discussion with District admin about the need to do some preliminary work and analysis before moving forward with a noncredit pilot. District admin will explore the union, budget, and student services aspects of offering noncredit. DAS has requested that faculty serve on this preliminary team.
3. Los Rios Compact
   1. A compact went out the Thursday before Thanksgiving regarding DACA. DAS was asked to sign off on the compact, but did not have enough time to review it before it went out. However, each of the colleges can discuss it with their own Senates and can sign onto the compact. The signatures of the College senates can be added, and DAS can sign on later if a majority of the Colleges sign off as well.

## Information Items

### Title 5 Changes to Work Experience Education

* 1. Vivian Orcasitas Dillon shared some changes to Title 5 regarding Work Experience courses. Los Rios regulations will be updated to reflect these changes.
     1. [Copy of Vivian’s Slideshow](https://docs.google.com/presentation/d/1I_nDV63sdx6j63VlY7U4LdR1MFnymXm8Qg-MdoerR9A/edit?usp=sharing)
     2. Highlights:
        1. Updates to repeatability
        2. Local college plans for work experience are no longer required
        3. Removed distinction between types of work experience courses
        4. Complex hour-to-unit ratio for paid vs unpaid work was simplified. It is now 54 hours: 1 unit.
     3. Request for clarification: will these changes come before the College senates and voted on at DAS for approval before they become official Los Rios policy?
        1. There was discussion about this topic.
           1. Opinion expressed that if this item is to come before Chancellor’s Cabinet, it should be approved and voted on by DAS, not just seen as an informational item
           2. Opinion expressed that since this is a state law and we can’t change it, we don’t need to vote on it. We also don’t want to give the impression to our local senates that changes can be made when they can’t.
           3. Opinion expressed that since there are *some* aspects of these changes that are not required, Senates should review the changes and make recommendations on which to implement.

There are some aspects where local decisions can be made. Example: there is leeway on how many units could be repeatable; the Work Experience workgroup recommends 20 units

Vivian Dillon will make a list of which aspects are mandated and on which aspects Los Rios has discretion

### Proposed Changes to International Education

* 1. Richard Mowrer, faculty lead from the [International Education Committee](https://employees.losrios.edu/our-organization/committees/international-education-committee) came to present
     1. [Link to draft of proposed Los Rios regulation changes](https://lrccd.instructure.com/courses/176134/files/68363483?wrap=1)
  2. Goal in the changes is to separate the instructor-led (usually summer) study abroad programs from the district-led, semester-long study abroad program.
  3. Clarifying that the instructor-led programs are moving to the colleges and will be managed individually by the departments that are offering the program.
  4. Question: there was a change in the GPA requirement to the definition of “Good Academic Standing.” What is the GPA that is required?
     1. Answer: this is in section 4.5.1. Now, students who participate in the program must have a GPA of 2.5 or better.

Question: As we bring this discussion back to our individual Senates, what aspects of this policy change are required by law and which ones allow for leeway?

* Opinion: It’s not clear that this needs to be approved by the Colleges or by DAS. The International Education Committee is not a subcommittee of the DAS. They are not necessarily asking for our permission, they are giving a heads up that they are making this change. There were faculty representatives on the committee.
* Debate/discussion about whether this needs to be voted on at the Colleges and at DAS.
  + Opinion expressed that since this will come before the Chancellor's Cabinet, it implies that DAS has reviewed and voted on it.
  + DAS president will review DAS past practices and bylaws over winter break to make sure we are following our practices regarding which items need formal approval from DAS and which can be considered informational.
* Opinion expressed that there may be policy implementation matters which require a higher standard of collegial consultation, namely to rely primarily on faculty recommendations from the DAS. Workgroups don’t have the authority to make those recommendations.
* Opinion that International Education is clearly an educational program and therefore these proposed changes should get full approval from DAS before being implemented
* Observation that over the years, definitions of 10+1-related matters such as “student success” have shifted significantly over the years to encompass anything that impacts students in any way, such as parking lot resurfacing, air quality, food pantries, etc.
* Opinion: “Rely primarily upon” items are handled by the DAS committees. “Mutually agreed upon” items are not DAS committees. There are items for which it is mutually agreed upon that a College or District office/department/group will take primary responsibility for the decision making in that area.
* If someone wishes to propose a change to [district policy 3412](https://losrios.edu/shared/doc/board/policies/P-3412.pdf), that is possible to do
* The mechanism for ensuring faculty representation on “mutually agreed upon” items is for the committees to be faculty weighted and that there is a DAS representative on the committee who will report back to DAS.
* Suggestion that this broader issue of DAS involvement in decisions like these be on a future DAS agenda.

### Recommendations from Ed Tech re: Zoom AI and Canvas AI

* 1. Documentation was created to explain the features of these tools. They clarify that these AI features are opt-in
  2. Discussed the process for future AI tools, and agreed that similar documentation would be created
  3. Ed Tech recommends that these tools be enabled so that faculty who want to use the tools can use them.

Question: what is the source of the AI information sheet documents?

* They were made by District IT staff at the request of the Ed Tech faculty co-chair, and they pull from the documentation provided by the AI tools themselves.
  + Were there faculty involved in the development of these documents? It seems like the features described in the documents relate to faculty purview issues, therefore faculty should have been involved in creating the documentation.
    - Yes, faculty were involved - the documents were created at the request of the Ed Tech committee, which includes 12 faculty members. They were reviewed by faculty and suggestions for changes were made.
    - It was noted that faculty are requesting that these tools be turned on and asking why they are not yet turned on. Ed Tech wants to enable faculty to have the academic freedom to use them or not use them.

## Consent Items

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

* None

## 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. A Common Course Numbering Coordinator position will be created to help shepherd the many, many courses left to create. This is project management/organizational work. It is a lot of work and there needs to be some coordination.
      1. This semester we did 6 courses and that was a lot of work.
      2. Next semester: we need to do 20 courses
      3. Following year: we need to do 50 courses
   2. Phil Smith has done a tremendous job to change SOCRATES to accommodate needed changes related to CCN. There is still much work to do with SOCRATES changes. Thank you Phil!
   3. We need to identify the need for manual fixes where course information was typed manually into websites and cannot be auto-updated.
2. District Equity & Student Success Committee (DESSC) – TBA
   1. This committee met yesterday. They have sunsetted the Basic Needs Task Force, not because it is not needed anymore, but because basic needs have become so well-resourced and institutionalized at each college that the subcommittee is no longer needed.
   2. The transfer evaluation systems will be updated. The changes will allow for a much more streamlined process.
   3. Dual Enrollment is expanding. We have more agreements with more high schools.
      1. Was there any discussion about the impact of non-CCAP students on counselors?
         1. No, there was not any discussion about counseling at the meeting.
            1. Request that Paula bring up the counseling impacts of dual enrollment at the next DESSC meeting.
3. District Educational Technology Committee (DETC) – Morgan Murphy
   1. Leslie Reeves gave an update about the revival of the CVC-OEI Fasttrack program. Nine faculty have already applied to participate. Stipends are available.
   2. There was a recent discussion at DAS about pronouns not being available to update in Teams and eServices. Morgan submitted a Service Central request for both items. Pronouns are now enabled in Teams, and DOIT is working on how to address the issue in eServices.
4. Prison & Reentry Education Program Committee (PREP) – Kalinda Jones
   1. Ongoing conversations about LiveScan. No changes have been made to Ed Code regarding LiveScan. But Los Rios has made its LiveScan policy more restrictive, even though doing so is not required by the Chancellor’s Office.
   2. Current PREP chair has heard concerns from PREP faculty about the hiring process for the interim PREP dean. The concerns are not about the person – the process was confusing. According to the PREP chair, no one ever came to the PREP committee to ask PREP how they would like to be involved. Instead, PREP inserted itself in the process at multiple points. PREP had expressed an interest that the interim PREP dean should have CDCR experience, but the person who was selected does not have CDCR experience. Please read the [report PREP prepared](https://lrccd.instructure.com/courses/176134/files/68592809?wrap=1) on this topic. PREP believes there is a perception that the issues with PREP are due to interpersonal issues on the PREP committee, but the PREP committee doesn’t think interpersonal issues are the problem. Instead, they think the problem is that administrators don’t know how to work with faculty. Opinion expressed that PREP faculty and incarcerated students aren’t getting their needs met.
      1. Difference of opinion was expressed regarding faculty being excluded from the PREP dean hiring process. The DAS President clarified that she requested that a member of PREP was included in the interview committee, and a PREP member was indeed included. Also, the DAS president asked PREP to develop a list of attributes they would like to see in a new PREP dean. This list was shared with the hiring committee.
         1. Prep chair noted that administration did not come to the PREP committee to ask how they wanted to be included
         2. It was noted that for interim hiring committees, it is not mandated that any faculty be involved
5. Ethnic Studies Council – Tami Cheshire - on hiatus
6. Instructional Accessibility Committee - Beki Mendel
   1. No report
7. District Affordable Learning Materials Committee – Andi Adkins Pogue
   1. A new state law requires California Community Colleges to be transparent in all course material costs. Faculty have always been required to report their textbook adoptions, this new law requires reporting other required supplies such as calculators, safety equipment, or art supplies. DALMC has determined that in most cases, reporting required supplies to the bookstore is the easiest way to comply while providing students with needed information before they register for classes. Committee members have created a slide show to help faculty with this process: [Reporting Material Costs and Adopting Supplies at the Los Rios Bookstore](https://docs.google.com/presentation/d/1fHs_yCqkn9ORcZekmUjE2YQhkJLyBE4aN0U9JZ3-84M/edit?usp=sharing). Faculty are asked to begin this practice now so that spring 2025 students get an accurate idea of course-related costs.
   2. This change comes as Los Rios is also making changes to the zero textbook costs (ZTC) reporting form in eServices. The State Chancellor’s Office is requiring more detailed information about how colleges are achieving ZTC status in each class section. DALMC will be hosting a flex event to explain these changes more fully and to help faculty navigate the processes. The event will be virtual and advertised at all four colleges. A date and time will be shared soon.

## Decisions

(10-15 minutes per item)

### Proposed DAS Senate By-Laws Revision: Article 11, Section 2 as follows:

“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.”*

(Second Reading; By-Laws Revisions require a ⅔ majority vote)

Discussion:

* There was significant pushback about this idea at CRC’s Academic Senate. Concerns about whether suspending a first reading affords enough time for faculty throughout the district to give input and feedback on important matters. Should there be criteria added to explain when we would suspend a first reading?
  + Opinion expressed that adding criteria might defeat the purpose of this rule, since the items that would warrant rule suspension are often urgent and emergent. Opinion that the criteria would need to be very general.
    - Opinion that we could add criteria such as a need to move quickly, a sense that the item would be non-controversial, etc.
* Would this ability to suspend the rules also apply to changing the constitution and bylaws this quickly? Opinion expressed that it likely would not be desirable to change the constitutions and bylaws this quickly.
  + No, this rules change would not apply to constitutional amendments or bylaws changes.
* It was noted that the District administration tends to create a false sense of emergency and urgency. Could this ability to suspend the rules be used against us, if they know we have the ability to suspend a first reading?
* Given the interest from one of the colleges in adding clarification, and the fact that it is not time sensitive, suggestion that this revision be tabled.

This item was tabled indefinitely.

### Proposal to amend District Academic Senate Bylaws, Article IV: Officer Removal as follows:

### Section 1: A sitting DAS President may be removed from office by formal resolution approved by two thirds of the DAS. Should the position be vacated by this method, a currently seated past president or president will become acting DAS President for up to thirty calendar days. The college which provided the removed DAS President will appoint a permanent replacement within thirty days. The new DAS President will serve the remainder of the college’s existing two-year term. If the college is not able to appoint a different DAS President, ~~the next college in the rotation~~ the least recent college to have completed a rotation shall appoint someone to serve the remainder of that year and then be eligible for its full two-year term. Under extreme or unforeseen circumstances, the DAS has the authority to determine which college is next in the rotation. (Second Reading)

Discussion:

* This proposal clarifies and makes article 2 of our bylaws consistent with article 4.
* Friendly amendment suggested to add a section 2: “If a sitting DAS President is removed, the DAS Secretary and any other ex-officio members of DAS will continue to serve until the next regular change of officers…” (wording was pulled from Article 3, section 2).
* Question to clarify the process: how would a formal resolution to remove the DAS President get on the agenda to be approved?
  + DAS President noted that our bylaws say that any DAS member can add something to the agenda (and the DAS President has to put it on the agenda).

Vote:

| Issue: Friendly amendment: Add “If a sitting DAS President is removed, the DAS Secretary and any other ex-officio members of DAS will continue to serve until the next regular change of officers…” | | | | |
| --- | --- | --- | --- | --- |
| **ARC** | |  | **FLC** | |
| Knirk | abstain |  | Wada | y |
| Lopez | abstain |  | Jensen | y |
| Sacha | absent |  | Danner | y |
| Shubb | y |  | Cardwell | y |
|  |  |  |  |  |
| **CRC** | |  | **SCC** | |
| Velasquez | y |  | Strimling | y |
| Wagner | y |  | Johnson | y |
| Anderson | absent |  | Kirkpatrick | y |
| Crosier | absent |  | Petite | y |

Vote:

| Issue: Approve change to bylaws Article IV (with friendly amendment) | | | | |
| --- | --- | --- | --- | --- |
| **ARC** | |  | **FLC** | |
| Knirk | y |  | Wada | y |
| Lopez | y |  | Jensen | y |
| Sacha | absent |  | Danner | y |
| Shubb | y |  | Cardwell | y |
|  |  |  |  |  |
| **CRC** | |  | **SCC** | |
| Velasquez | y |  | Strimling | y |
| Wagner | y |  | Johnson | y |
| Anderson | absent |  | Kirkpatrick | y |
| Crosier | absent |  | Petite | y |

The motion carries.

### Proposal to adopt Regulation R-7241 General Education Requirements (First Reading)

Background:

* [Text of draft changes](https://docs.google.com/document/d/11RPseFT0Sy6sY3mEPn80X4SI8NKzpT1OQP8yF7cuxvY/edit?usp=sharing)
* Highlights and areas that need particular attention:
  + Origin: there is currently a regulation R-7241, but it will be stricken because it describes the competency committees, which will no longer exist.
  + These draft regulations were created by the four articulation officers because they felt they needed more clarity when evaluating student transcripts, especially from outside our district. Example: when we say units, we mean semester units.
  + 2.2 needs discussion and a real vote. This regards students with catalog rights prior to 2025-2026 catalog. Will we allow those students who complete either IGETC or CSU Breadth to satisfy the local requirements?

Discussion:

No discussion (?)

### Proposal to form an Ad Hoc DAS AI Coordinating Committee (First Reading)

Background:

* The colleges are in different places regarding AI, but it seems there is a districtwide interest in having further conversations, sharing practices and ideas, etc.
* Interest in preserving local autonomy around AI
* Envisioned as a temporary committee, but could become permanent if desired
* Recognition that faculty are asking for guidance and resources
* Request to take the idea back to your colleges, and this will come back either on Dec 17th or in January

Discussion

* Opinion expressed that it is unclear what is being proposed. Suggestion that some interested DAS folks work on it before we send it to the Colleges.
  + One issue is that AI is so new that we don’t know what we don’t know. Originally envisioned that the members of the AI Coordinating Committee would do their own work to clarify the goals of the group
* This is emerging as a need now.
* At ARC, this would require a lot of conversation. There is a similar conversation happening at the local level. The collaborative process takes a long time, and better decisions happen with more discussion.

## Reports

(5 minutes per report + 5 minutes for questions)

1. No reports

## Discussion

(10-15 minutes per item)

1. EQ Process and Timeline Questions for HR
   1. Postponed until next meeting
2. Proposed NAGPRA Policy
   1. Postponed until next meeting
3. Noncredit Task Force Next Steps
   1. Postponed until next meeting

## Items from Colleges for District Academic Senate Consideration

* None

## Future Returning Items:

* Recommendation re: faculty on 2nd round hiring committees
* Recommendation to remove chatbot feature:
* Faculty Hiring Manual Revisions: LTT Hiring Process
* Faculty Diversity Internship Program (FDIP)
* Strategic enrollment management plan
* District Budget/LAO Report

## Upcoming Meetings / Events

* Dec. 5: PREP Subcommittee Meeting, 9 a.m.
* Dec. 6: IEPI/PRT Visit, 7:45 AM
* Dec. 16: Chancellor’s Cabinet, 3 pm
* Dec. 17: DAS Meeting
* Dec. 18: District Budget Meeting, 3:30 pm
* Dec. 18: Los Rios Board Meeting, 5:30 pm

## 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 |  |