

# District Academic Senate (DAS) Minutes

**Tuesday, October 21, 2025, 3:00-5:00 pm**

**Los Rios District Office Main Conference Room**

[Remote Participation Link](#) Meeting ID: 852 1262 3490 Passcode: losrios

## Members Present

### DAS

- Paula Cardwell, President

### ARC Academic Senate

- Veronica Lopez, President
- Daniel Slutsky, Vice President
- Andréa Pantoja Garvey, Secretary
- Alisa Shubb, Past President

### CRC Academic Senate

- Lauren Wagner, President
- Jason Patterson, Vice President
- Emily Bond, Secretary
- Scott Crosier, Past President

### FLC Academic Senate

- Wayne Jensen, President
- David Lacy, Vice President
- Lisa Danner, Secretary
- Eric Wada, 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. Land Acknowledgement was read
3. Approval of Agenda
  - Agenda was approved
  - Suggestion to spell out acronyms in future agendas
4. Approval of Minutes
  - Oct 7 Minutes were approved
5. Introduction of guests

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

No public comments

## 7. DAS President's Report

### 1. HR Adjunct Pools

DAS President shared the response from HR regarding the request to keep the adjunct pools open continuously:

*"Hi Paula, Including Alex as he oversees Recruitment. HR does not have the capacity to keep pools open continuously. We also want to refresh them on a regular basis to help with recruiting diverse applicants. The main focus of the adjunct applicant pool process is to provide applicant pools that are as diverse and up to date as possible for our campuses. Keeping pools open indefinitely leads to the applicants becoming "stale." Our goal is to provide the campus with current applicants who currently have interest in the position and to avoid the hiring department needing to sift through many old and outdated applicants, who may no longer have interest in the position. Without actively reposting the positions, there is no active recruitment being done to attract new applicants and help expand the diversity of our adjunct faculty. Refreshing the pools on a regular interval helps in the effort to recruit diverse candidates by reaching more and new candidates when the position is re-posted and readvertised. HR has a process to determine which adjunct pools will be kept open for a two- year cycle. It includes those disciplines in which adjuncts were hired in the previous two (2) fiscal years. There are some small departments that we include in the two-year cycle. If the department needs to hire an adjunct in a discipline where there is not an open pool, the Dean can request HR to post a pool. The advertisement is by default for 40 days, but a 30-day posting can be requested."*

- Suggestion for department chairs to regularly ask for their pools to be refreshed
  - Suggestion for DAS to develop boilerplate language for department chairs to use to request that the pools be refreshed
  - Do deans need to request that the pool be reopened, or can department chairs make the request themselves?
    - DAS President will find out
      - ARC Secretary's experience is that the dean must make the request
      - It is unfair that faculty would do this work if it is not their responsibility - can we get clarity if it is in fact the deans' responsibility?
    - Sometimes, deans do not request pools in a timely manner, which slows the process down
- Request for DAS PResident to ask HR that pools be opened within 10 business days of receiving a request from a department

## 2. California Department of Corrections and Rehabilitation MOU referenced by Kalinda during last meeting's PREP report

- This MOU was vetted statewide in 2022-2023 between CDCR and the Statewide Academic Senate
- However, CDCR will accept and appreciate feedback about the MOU. Faculty should please send their comments to FLC faculty [Scott Faulds](mailto:fauldss@flc.losrios.edu), [fauldss@flc.losrios.edu](mailto:fauldss@flc.losrios.edu)
- There is a resolution regarding the CDCR MOU to be considered at November's ASCCC Plenary

## 3. Lab Waiver Issue

- There had been a request/recommendation by DAS to streamline the lab waiver process (that students would check the lab waiver box while enrolling, rather than faculty having to gather all the waivers from students once class begins). This request was approved by DOIT. However, it has not been implemented. DAS President reached out to Vice Chancellor of IT Manveer Bola to find out the status, and is waiting to hear back.

## 4. AI Summit

- Attendance for the summit is full! If people still want to come, please email DAS President Paula Cardwell and she will put you on the waitlist

## 5. Hiring Manual Task Force updates

There had been an interest from DAS in more transparency around how DO factors in faculty retirements into their calculations on how many new faculty to hire at each college the following year. Paula reached out to the Executive Vice Chancellor of Finance (Mario Rodriguez) to ask to see the faculty retirement reports. The Faculty Hiring Manual task force was interested in seeing this information to better understand how District makes decisions about how many faculty positions each college will get. The task force is also asking for information regarding the 900:1 counseling ratio. How much of the 900:1 ratio is "real?" For example, when a general counselor is reassigned to a specialized area such as athletic counseling, how does this adjust the ratio?

## 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
  - a. DCCC meets this upcoming Friday. The Governor is hosting a webinar on Monday Oct 27 from 2pm - 3pm about the Governor’s Master Plan for Higher Education and the Role of Community Colleges.
  - b. Upcoming regional curriculum meeting in Woodland
  - c. Statewide CCN Office Hour is coming up on Monday Oct 27
  - d. The timing of CCN Phase 3 is still unknown.
2. District Equity & Student Success Committee (DESSC) – Paula Cardwell/Lydia Delgado
  - a. Financial aid and A&R redesigns are ongoing
  - b. AI task group will meet Friday
  - c. Academic Probation Language task force met Monday. Last week, we learned that there has been Title 5 language created on academic probation. The suggestion is to change “academic probation” to “academic notice.” So, likely all the colleges will adopt the new language. Academic dismissal will be changed to “academic pause.” The group will meet on Nov 3 to strategize how to update the Los Rios regulations accordingly.
    - i. Initially this group was meant to develop new language. Is this group now adopting and recommending changes to the regulations?
      1. Paula believes that changing the language in the regulations will only take 1 or 2 meetings to accomplish
      2. DAS President advises local senates to update task force members from each campus to let them know about the new scope of work
      3. Any proposed changes will first come through DAS
3. District Educational Technology Committee (DETC) – Morgan Murphy
  - a. No update
4. Prison & Reentry Education Program Committee (PREP) – Kalinda Jones
  - a. No update
5. Instructional Accessibility Committee - Beki Mendel
  - a. The ACMM kickoff went well, Beki conveys her appreciation
6. District Affordable Learning Materials Committee – Andi Adkins Pogue
  - a. No update
  - b. DAS President noted that she attended a recent ZTC forum at CRC, and was impressed to learn that CRC has achieved 78% of courses being ZTC.

## Decisions

(10-15 minutes per item)

## 1. Proposed amendment to DAS By-laws Article 11

- a. Change “Article 11: Brown Act-Open Meeting Provisions” to “Article 11: ~~Brown Act-Open~~ Meeting Provisions.” (Second Reading).

Issue: Approve amendment to DAS by-laws, article 11			
ARC		FLC	
Lopez	yes	Jensen	yes
Slutsky	yes	Lacy	yes
Garvey	yes	Danner	yes
Shubb	yes	Wada	yes
CRC		SCC	
Wagner	yes	Strimling	yes
Patterson	yes	Johnson	yes
Bond	yes	Kirkpatrick	yes
Crosier	yes	Petite	yes

## 2. Proposed amendment to DAS By-laws Article 11, Section 2

- a. Change “No action shall be taken on any item upon a first reading” to “Although decision items typically go through first and second readings at separate meetings, the body may suspend the second reading rule with a unanimous vote”. (First Reading)

### Discussion:

- Suggestion to change the amendment language to “No action shall be taken on any item upon a first reading unless the body suspends the second reading with a unanimous vote”
- Opinion expressed that requiring a unanimous vote to suspend the second reading will resolve previous concerns
- Suggestion to discuss this proposal locally, though local senates do not necessarily need to approve this decision, as it will not affect their operations.

## Reports

(5 minutes per report + 5 minutes for questions)

No reports

## Discussion

(10-15 minutes per item)

### 1. International Ed Committee membership

- a. Our International Education Committee has invited DAS representative(s) to participate in screening faculty applications for the Fall 2027 Barcelona and Spring 2028 Florence District Study Abroad Programs. Do we wish to accept this invitation? If so, how many DAS representatives might we appoint? Screening will begin on or about Dec. 1 and should be completed by the end of the Fall 25 semester.

Discussion:

- Would it make sense for there to be a DAS representative from each college?
  - Each college does already have representatives, but there could be additional representatives for DAS
    - What would be the interest or advantage in sending additional representatives specifically from DAS?
      - We would need to ask the folks who asked for there to be more DAS representatives
      - Sense that it was more of a courtesy offered to DAS rather than a strong interest or need for there to be more DAS representatives
  - Sense that we already have great faculty representatives from each campus and don't need to appoint additional representatives
  - DAS President will let the committee chairs know DAS does not intend to appoint additional representatives

### 2. [R-2222 \(Attendance Policy\) Feedback Draft](#)

As far as DAS Presidents knows, our attendance policy has been the same for a very long time. Do we wish to review the policy and recommend changes?

[Relevant definitions](#) from the California Code of Regulations

Discussion:

- A lot of discussion around the policy that students may be dropped after missing 6% of an on ground class.
- It was noted that a faculty member can put in their syllabus that if a student hits the 6% absence threshold after the final drop date, the faculty member will not accept any more work from them
- It was noted that faculty members are not *required* to drop students after three absences; a faculty member may state in their syllabus that they allow more than three absences.
- Concerns that 20% is too much of a class to miss. Isn't there a minimum number of hours a student must attend class, and isn't it 48 hours for a standard 3-unit lecture class?

- Students need to know that every faculty member's drop policy might be different
- If we kept the 20% in there, faculty would not be able to drop a student unless and until a student missed that amount of class.
- Is the current 6% rule tied to articulation?
  - District Curriculum chair does not know
- Opinion that the percentage should be kept lower, closer to 6%.
- Request to clarify when students are eligible to drop and still get a refund
- Perspective shared that the 6% rule gives faculty the ability to drop students who are clearly not committed to the class as early as possible.
  - We need to clearly define what a "no show" is
  - Opinion that we should consider changing the language to "shall drop" rather than "may drop"
    - Caution that "shall drop" could become a faculty responsibility and therefore a workload issue
- What would be the percentage of classes an instructor could cancel and not have to add additional hours at the end of the semester? Should the drop % align with this number?
- Observation that we could choose a number that is more than 6% but still less than 20%, such as 8% or 10%.
- Opinion: it is important to also take into account student learning. There is only so much time a student can miss and still meet the SLOs. How do we balance meeting student needs and being equitable and also ensuring students are taking away knowledge from our course?
- If a student is dropped in the first two weeks, they should be dropped as a no show - and within a certain time frame, they could still get a refund.
- Opinion that the point of dropping the no-shows is to make more room in the class to add additional students who actually do want to take the class
  - What about the fact that the students you add will have by default already missed that maximum of 6% of class?
    - It is up to faculty to decide whether or not to add additional students after dropping no shows. One approach shared could be to spend extra time catching those students up if you choose to add them
- Opinion: can't remember many students who could have missed 15%+ of classes and still been successful. Students don't benefit from being allowed to miss so much class.
- Need for a focus on parity with online attendance policies. Example of an in person student who is coming to all the classes but not turning in any work. On the other hand, in an online class a student is turning in work but not accessing any of the course content. This faculty member cannot drop either student – our attendance policies don't cover these circumstances.
- In in-person classes, we can drop a student who is not there on the first day. There is not an equivalent provision for online students. Do we want to add language to this policy that would distinguish between traditional in person classes and online classes?
  - There is an inequity that a student in an in-person class could be dropped on the first day because they missed the bus, whereas an online student would have the whole week to get it together and do the work.
- Opinion that 6% is a very low number for many students who are experiencing issues getting to class - because those students have chosen a synchronous class
- Suggestion to use the terms "synchronous" and "asynchronous" rather than on ground and online
- Opinion that Friday could be an acceptable deadline for participation for asynchronous classes
  - Concerns that this is too long an amount of time to give students, and would set the class schedule back by a week

- Could we change the guidance to say faculty may drop asynchronous students who fail to complete the first assignment?
  - Or, “within the first week of class?” and then instructors could choose to give students a deadline of Wednesday rather than Friday?
- Suggestion that we should have our DE faculty weigh in on the aspects related to asynchronous instruction
  - Opinion that we could ask for their opinions, but should also heavily weigh the input of faculty who teach asynchronous classes.
- Question: how would the guidance apply to 8-week or 5-week asynchronous courses?
  - Observation that in other areas of regulation, we do not typically offer guidance for other term classes; we leave it up to faculty to extrapolate from the general guidance and decide what to do for their shorter term classes
- DAS President will use the draft minutes to create a clean draft based on the discussion and suggestions and will bring it to the next meeting.

### 3. Resolution in support of changing the 900:1 counseling ratio (which is a negotiated item) to a different number? The ASCCC recommends 370:1.

#### Discussion

- DAS President asked LRCFT what number they would support. LRCFT did a bunch of research; colleges are all over the place with their ratios. LRCFT supports 370:1 – ASCCC has done a lot of research, their recommendation is codified and has been vetted by the Board of Governors
- Question: if we were to say that we need TWICE the amount of FTE for counselors, where would that FTE come from? Would that result in the District saying we can't hire faculty in any other area? Or that we can't allocate FTE to any other area and can't add any more classes?
  - Opinion that it would need to be a gradual rollout and a phased-in approach
  - Probably this would become an aspirational goal, likely not a reality
  - We would like the number to be based on actual general counselors, not taking into account counselors who are reassigned to other duties or specialized areas
- Opinion that a 370:1 counselor ratio is likely Dead on Arrival for District, but it opens up a conversation. A resolution would support LRCFT in putting it on the table.
- This resolution would be a Senate recommendation on an LRCFT negotiated item. It gives clout to our union as they go into negotiations. It doesn't mean we'll be successful, but it shows that there is faculty support.
- Is this 370:1 ratio a reality anywhere in the state? Is it possible? Who is doing it?
  - We are unsure. The Union can research this
- Opinion that this body should write a resolution in conjunction with whoever is going to be at the negotiating table so that it provides the best leverage and support for them. The resolution should be written to be as powerful, impactful, and realistic as possible
- Agreement that the resolution will be written in conjunction with our Union colleagues



#### 4. Upcoming ACMM Visits to District and Campus

- This was a Senate-led initiative, the kickoff was last week - see “upcoming meetings” below for details on future ACMM-related meetings

### Items from Colleges for District Academic Senate Consideration

- None

### Future Returning Items:

- Not-for-Credit Curriculum Process

### Upcoming Meetings / Events

- Oct. 23: District Ed Tech, 3-5 pm
- Oct. 27: SUJIC Meeting, 2 pm
- Oct. 27: Chancellor's Cabinet, 3 pm
- Oct. 29: ACMM District Training, Ethan Way, Room 150 8-11:30 am
- Oct. 30: Academic Calendar Committee Meeting, 11 am
- Nov. 3: DALMC Meeting, 3 pm
- Nov. 4, 2025 DAS Meeting, 3-5 pm
- Nov. 6-8: ASCCC Fall Plenary - LaJolla
- Upcoming ACMM Visits to District and Campus:
  - Oct. 20: ACMM Kickoff 3:00-4:30 Zoom: <https://lrccd.zoom.us/j/82279629544>
  - Oct. 29: In-Person Training 8:00-11:30 am Ethan Way Room 150
  - Campus trainings:
    - ARC: Oct. 29, 3:14-4:45
    - FLC: Oct. 30, 8:15-9:45
    - CRC: Oct. 30, 1-2:30
    - SCC: Oct. 30, 3:15-4:45
  - Open House (Office Hours) Nov. 4, 1-2 pm Zoom: <https://us06web.zoom.us/j/89293090893>

Meeting adjourned at 4:54pm

# Land Acknowledgements

## [Los Rios Community College District Indigenous Land Acknowledgment Statement](#)

“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](#)

“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](#)

“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](#)

“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](#)

“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:			
<b>ARC</b>		<b>FLC</b>	
Lopez		Jensen	
Slutsky		Lacy	
Garvey		Danner	
Shubb		Wada	
<b>CRC</b>		<b>SCC</b>	
Wagner		Strimling	
Patterson		Johnson	
Bond		Kirkpatrick	
Crosier		Petite	