

Cosumnes River College

Academic Senate

Minutes (Draft), February 8, 2019

1. The meeting was called to order at 12:02 pm

Present: X

Aldredge, Teresa X
Apetekar, Rachel X
Arden-Ogle, Ellen X
Beyrer, Greg X
Breitenbach, Ron X
Burns, Cori X
Carlson, Drew
Carter, Sandra X
Chapman, Greg
Dartez, Gail X
Dobson, Veronica
Esty, Juana X
Falloon, Matt
Farley, Rhonda X
Fisk, Cory X
Flynn, Martin X

Fortin, Cheri X
Francisco, Jenna
Hansen, Priscilla X
Hoang, Linda X
Hodgkinson, Georgine X
Hubbard, Kris X
Jackson, Hiram X
Karsiere, Sarma X
Leung, Amy X
Levingston, Ahriana
Mapeso, Ray X
Marchand, Lisa X
Mayo, Kathryn
Mojica, Ed
Moreno, Camille X
Nahlen, Kari

Newman, Jason X
Ninh, Thien-Huong X
Noel, Brian X
Obrien, Teresa X
Oliver, Julie X
Panagakos, Anastasia
Patten Armbrust, Terry X
Patterson, Jason X
Preble, Ron
Procsal, Amanda X
Seamons, John X
Schroeder, Kristy
Schubert, Rick X
Weinshilboum, David X
Wingard, Ben X

2. Approval of the Agenda: Approved by consensus

3. Announcements:

- None

4. Approval of the Minutes:

Minutes of meetings 12.4.18 and 1.16.19 approved by consensus

5. Guests:

Naomi Bahm

6. Public Comment

Halimeh Edais, past student senate president

7. President's Report

- President reported she attended several meetings including with Chancellor's cabinet; District Senate, Chancellor ad Vice Chancellor meetings just to name a few. She also attended the

Participatory Governance Committee (PGC) Meeting and shared that the college is moving forward with the scheduling software and degree planning software (Ad Astra and Starfish). She reported that enrollment is flat across the district; ARC & SCC are down; CRC & FLC were up; Theresa Matista is retiring in September. The BOG (Board of Governors) for the state Chancellor hired a president for new Online 115th community college. Information was provided about the requirement that we must have 20% fully online CID courses that follow the OEI rubric by 2020; according to FLC this is undoable without additional release time. IEPT-IRT report has a time certain project completion date however this work is mostly completed through the Institutional research office although the Senate must provide input. The District Senate is reviewing the Faculty Hiring Manual and it will be up for vote at the next DAS on Feb 19th. Please send any suggested changes to the Senate secretary (Teresa Aldredge) that we should bring forward. If the revisions to the full-time faculty hiring manual pass then work will begin on the Adjunct Hiring manual this spring. The Ed tech committee is lacking faculty participation from each campus staff. This committee meets on the 4th Thursday and only meets 2-4 times per semester. Cheri Fortin volunteered for this committee. Senate Presidents met with the Vice Chancellor this month. IBA facilitated; district wide project chartered; time limited to 1-2 semesters; college-lead or district lead or by DAS; span multi-articulation alignment, low cost textbooks, dual enrollment, degree planner, etc.; discussed about 80/20% faculty coordinator for the OEI courses; mentioned by Chancellor at end of meeting that DO held by 10 faculty positions that could be used for these positions; department of absolute these positions that why this needs to be a joint union senate meeting to discuss this matter

- Retirement resolutions should be sent to Julie and Teresa who will handle this work for the senate.

8. Decision Item 1: Topic (Bylaws Revisions for Spring 2019 Election)

- Rhonda Farley motioned to accept the revisions to the bylaws which would allow the elections to move back for one month so that the PD opportunities can occur; motion was seconded by Rick Schubert
- Discussion – Question: Is this a one-time occurrence? Yes, for Spring 2019 Elections.
- Rhonda accepted the proposed friendly amendment to include Section 6 as a part of the bylaws revision which includes the election of adjunct faculty
- Motion carries; 3 Abstentions: Greg Beyrer, Amanda Procsal, Cheri Fortin.

9. Decision Item 2: Topic (Constitution and Bylaws Revision and Committee Appointment)

- The Senate president asked for volunteers for the Constitution and Bylaws Revision Committee. The following faculty volunteered to serve on the constitution and bylaws revision committee: Rhonda Farley, Julie Oliver, Cheri Fortin, Gale Dartez, Ron Breitenbach. The committee was instructed to report back to the Senate at its 2nd meeting in March (March 22nd).

10. Decision Item 3: Topic (Zero Cost Materials Committee Appointment)

- The Senate president stated that there is a need for a district appointment to the Zero Cost Materials Committee and that we specifically need a counselor/librarian and a teaching faculty. Naomi Bahm volunteered as the teaching faculty. Ray Mapeso, Counseling department chair was asked to find someone in counseling and report back.

- Ben Wingard also expressed a need for representatives on the local textbook affordability workgroup.

11. Discussion Item 1: Topic (Los Rios Online)

Discussion began with clarification on CVC OEI (California Virtual College – Online Education Initiative which is a state-funded project at all 114 community colleges. There are 56 colleges in the consortium including all the Los Rios campus. Class scheduled information flows into that system so that a student can find online classes throughout the state. EXCEL, the Exchange Cross Enrollment Link makes it easy for students to take a class around the state and makes it easier for students to finish quicker. There is evidence that it actually helps.

Question: Could we lose money because students are not taking courses with us. Students can't enroll right now through this system but students can search for courses they need. The CA Online College is also a state-funded program that has been funded but hasn't been formed yet but as you may have just heard the statewide Chancellor's office hired the new President of the Online College.

- The Los Rios Online (LROC) is a Los Rios Chancellor's initiative that is still in draft form and stems from work completed at ARC. They are pushing an online educational plan for their college called ARC online and they plan to match their courses to their pathways. ARC has 3 coordinators to help do this work and a dean who is committed to doing this work completed to our 1 DE Coordinator. District has plans for online presence as a district known as the Los Rios Online Consortium not a new COLLEGE. We will need training and good technology. We (Los Rios) all offer online classes, so students would be encouraged to take all courses within Los Rios rather than encouraged to go outside Los Rios to take courses. The Administration is worried about how this may impact the funding formula; Cheri Fortin shared that there is a Chancellor's office committee on Collaborative Programs (5 C committee) workgroup that has been formed to discuss how appointment and funding with work in these types of collaborative programs. President shared that there are discussions about hiring a faculty coordinator to oversee the online education at each campus for example an 80% 20% split position.
 Questions: how would faculty be hired? How are faculty evaluated?
 Could there be alternative uses like hiring LTT (Long Term Temp) so that we don't have complications of hiring Coordinators? How about offering release time to faculty just like we do with other project work? This could be a way to support growth and leadership from within. What do we do about this? Do we need a resolution?
 It's easier to hire a LTT or backfill someone before you hire someone for 2 years; you can also rotate faculty in as the expertise in the position changes.
 Why is it 80/20? Why not 100%? Make sure it stays a faculty position. The Student Life Coordinator position was turned into a classified position. This happened at all the other campuses as well.

12. Discussion Item 2: Topic (Guided Pathways Merge with Participatory Governance Committees)

- Currently we have temporary workgroups contributing to the college's Guided Pathways work however these teams will dissolve eventually so we should discuss aligning that work with the current shared governance structures. The work of these Guided Pathways groups should be informed by our existing governance structure. The Guided Pathways workgroups are communicating out so that faculty know what we are doing so we may want to integrate with

existing participatory governance committees. We need to be clear on everyone getting feedback and getting responses back.

- The Participatory Governance Council (PGC) is the steering committee for accreditation. PGC Branches are aligned to accreditation standards and strategic planning goals.
Question: Do we need to start holding the Executive Council meetings again? We stopped executive council meetings since PGC started since the Senate Executive Team meets with the President's Executive Team after PGC meetings.

13. Discussion Item 3: Topic (Faculty Hiring Manual)

- The senate president stated that the revised Faculty Hiring Manual was sent as an attachment with the agenda. There will be a vote at the DAS on Feb 19th. If you have any comments that are not reflected in the current version, then get your comments to Teresa Aldredge, Senate Secretary and we will bring those back to District senate. Question: When will the new changes go into effect? President stated the DAS is working on getting the newly revised document to the Board of Trustees by March so that you would be using the new Manual after BOT approval.

14. Discussion Item 4: Topic (Student Equity and Support) – first read (taken out of order)

- John Seamons shared a power point slide on how the different Guided Pathways workgroups would merge into this new Student Equity and Support Strand that is a part of the Participatory Governance Council (PGC). The two committees are Entering the path workgroup and the Foundations for Academic Success. It is proposed that these committees will come under the new Student Equity and Support Strand. Some issues to worry about are that these committees would become tri-chair lead (admin, faculty, staff) which would involve more people so the faculty may lose primacy or a faculty majority on the committees. The committee work would become permanent. This concept was presented at the PGC last week and will appear again at the next PGC meeting as a decision item. The senate president urged senators to take this information back to their constituencies and then bring back feedback for our next Senate meeting on February 22nd for a second read and decision.

Question: How does this work impact the courses we teach? There is a different pillar that will be looking at what will happen with the courses. Clarifying the Path is working on courses.

Question: Is Guided Pathways permanent and something that we need to continue to do?

Clarification of the PGC structure was provided so that it's clear about how the branches of the PGC are organized around the work that they do and how the participatory governance committees align to that work as required by accreditation. Question: How will all this work get done? All faculty are obligated to complete a minimum of 5 hours of college service per week. Concern was expressed that the college resources may not be commensurate with the role and duties that these committees are being asked to do. Also, could the tri-chair structure weaken the 10+1 for faculty? FLC has already asked the district to fund a position that will oversee all of the pathways. Where does DSPS and Honors fit into these new structures?

15. Discussion Item 5: Topic (Institutional Learning Outcomes - ILO) first read

Rhonda Farley explained that the college wide Student Learning Outcomes (SLOs) were difficult for members of the community, students and employers to understand what they can do when a student leaves the college. The ILOs are at the highest level. A committee was formed, and we changed the labeling to ILO. A student earning a degree and completing our transfer level programs should understand our ILOs. We got lots of feedback from the faculty forum in

November and we got some more input through distribution of these ILOs to the faculty. We were able to address some of those concerns as presented in these edits. We created a new ILO # 6 – Creativity. The numbers are in no particular order. Faculty input has improved this document. The level of generality was of some concern. Terms are very general and can subsume your courses and programs ILO #1 added qualitative; #2 limiting; more inclusive language throughout the document; created a new ILO – teach in area non-traditional expectations of a student (creativity and originality)

Questions: Will students have to complete all of these ILOs?

Programs will need to examine how their programs fit into these ILOs. Programs, GE and other things a student does on campus (degree or transferring should be able to do all of these);

certificates should meet some of these but not all of these ILOs. These are aspirational ILOs

Question: How do we evaluate how our students are meeting these ILOs? Rhonda will work with the research office to begin that process. Question:

Is there an expectation that faculty should make sure that students know/understand these

ILOs? Big picture kind of question - Has anyone ever asked a student if they care? Lisa

Marchand provided some SLO centric instruction documents in the past that might help answer that question.

Rhonda expressed appreciation for all faculty who worked on this project. Send any edits to Rhonda if you have suggested changes.

Participatory Governance Committee Reports

- Resources Committee – Cheri Fortin reported that the committee meets on next Monday after missing two meetings do to the campus closure. The committee will be working on revising the Resource Allocation Manual so faculty are more clear on the process. Provide any comments to Cheri for changes. The last time it was revised was in 2014. Cory Wathen is leaving the campus and moving to southern California which means the campus will need to hire a new VPA.
- Institutional Effectiveness
 - No report
- Cultural Competence & Equity – Ben Wingard reported that the committee meets next week and will be focused on their charge. Also Sabrina Sencil has been added as the administrator on the committee.
- Curriculum – Brian Noel reported that they are updating the committee charge. Also looking at the workload increase based on the capacity of the committee. There is lots of work to do. Brian plans to have a discussion with the administration at the next PGC committee to discuss this issue.
- Distance Ed & Info Technology - Greg Beyrer reported that the Distance Education and Information Technology Committee held its first meeting of the semester on February 7. We discussed a concern that the district does not have a solution for plagiarism detection identified after this semester. Also, we discussed the risk of message overload for students given the number of district systems that each have notification capabilities. This was brought up in the

context of the recent decision by the college presidents and district chancellor to use Canvas global announcements for matters that are neither directly related to Canvas nor emergencies.

- A follow up email message was sent as clarification about the OEI commitment:
 - 2.a. Commit to achieving, within two (2) academic years, an initial target of aligning at least 20% of the College's existing annual online section inventory to the OEI Course Design Rubric using the CVC-OEI Peer Online Course Review process.
In our context this does mean fully online so partially online courses do not count.

- Foundations for Academic Success
 - No report

- Health, Safety & Facilities – Cori Burns reported that the campus will be starting emergency fire drills this semester since we haven't been trained on this in the past. Faculty should look for communication about upcoming drills on what you should do if there is a drill during an exam.

- Student Success and Support & Matriculation - John Seamons reported that the district Matriculation committee is also looking at changing its charge. Currently there is no equity committee at the district level so the plan would be to expand the scope of the Matriculation committee. We still need to talk about who should be members of that committee for example, AB 705 faculty, Math, English, ESL faculty, etc. The basic skills initiative provided tutoring for these courses and now more college level courses have hired student assistants for their courses which has tripled the number of students hired. The new Student Equity and Achievement (SEA) program has a report due to the CO this spring. A committee has been formed at CRC to help write this report. A workgroup is being formed to discuss priority registration to help new students similar to Freshman Year Experience (FYE) but there is push back because the new funding formula is also looking at completion. We need faculty to serve on that committee. We are also looking at expanding Advanced Education. We currently allow a two course limit but with the new co-requisite course requirement students may need to take 2 courses or should the co-requisite course count against their maximum of two courses. The Ad Astra contract has been signed along with Starfish which should help with Early Alert.

- Professional Development – Georgine Hodgkinson reported that the PD committee met earlier that day and they heard from leadership about the role of community. The committee looked at survey data and the results are on PD website. Georgine shared information about the faculty retreat stating that 68 responded they would attend but 45 faculty actually attended. The retreat was facilitated by Al Rolett, Director of the Turning Point Crisis Center. The final narrative created on the white board seemed up the experience well. We want to provide future opportunities to just talk. Georgine recently attended the Guided Pathways institute with the College President Ed Bush and Guided Pathways Dean Alex Casareno. They talked about teaching and learning in the pathways model. As a group they had lots of discussion about starting a new gifting series (which are weekly emails on teaching tips). We need to support PD that is discipline specific. We need teaching and learning leads (.20) for each of the CACs. We are having that discussion in PD with more discussion to come. May 16th is the Employee Recognition picnic and the Classified professional day is on April 5th so let me know if you interested in presenting a workshop at the Classified professionals day.

Senate Subcommittee Reports

- Academic Integrity
 - Requested to report at the 2nd Senate meeting in the month
- Campus Sustainability
 - Requested to report at the 2nd Senate meeting in the month
- Honors
 - Requested to report at the 2nd Senate meeting in the month
- Professional Standards
 - Requested to report at the 2nd Senate meeting in the month
- Social Responsibility Committee – Amanda Procsal reported that the committee has sought to tie their films into the various campus activities like the One Book project, Black History Month, and Women’s History month. The committee is working on a flyer to get out to everyone. Also talking to ARC on how they got a Pride Center on their campus.

Other Taskforce or Workgroup Reports

- Elections
 - See approved bylaws revision for Spring 2019
- Retirement Resolutions
 - Assigned to Julie Oliver and Teresa Aldredge
- Course Scheduling Software (M. Lawlor)
 - See campus email message from Michael Lawlor

LRCFT Report

- Jason Newman provided information on the LRCFT sponsored casino job application workshop being held today. He also state that faculty are concerned that they may be considered as safety officers which would be a transformation of their role as faculty. He said he would be sharing the faculty union survey results about safety early next week. He stated that LRCFT contributed to half of the Latino & Native American graduation ceremonies scheduled for this spring. LRCFT provide food donations and contributed to the International Women’s Conference speaker to be held on March 9th. LRCFT is sponsoring a trip to Cuba during spring break. He reported the dialogue with Chancellor King is that there is recurrent theme of faculty losing control of working conditions and a decrease in consultant and that management are using their right of assignment; more often. Also, there is an increase in student complaints and use of outside investigating bodies. He said overall faculty morale is low.

The meeting was adjourned at 2:05 pm

Next meeting: February 22nd

Proposed topics for next meeting:

Vision for Success Goal Alignment
Professional Development Coordinator Hiring Process
Foundations (FASC) Committee first read
Clarifying the Path – GE Themes

Minutes respectfully submitted by Teresa W. Aldredge, Secretary