

Los Rios College Federation of Teachers
2126 K Street
Sacramento, CA 95816
May 19, 2021

Present: Jason Newman, Gabriel Torres, Oranit Limmaneeprasert, Robert Perrone, Teresa Aldredge, Walter Kawamoto, Linda Sneed, James Telles, Josh Fernandez, Lingling Zhang, Kalinda Jones, Dennis Smith, Iris Dimond, LaQuisha Beckum, Katie Carbary, Matthew Register, Arthur Jenkins, Gabriel Torres, Leon Smith, Veronica Lopez, Tak Auyuang, Jesus Limon, Jackie Vargas-Ornate

Excused:

Absent: Angelo Williams, Nicole Griffin

- I.** Newman convenes the LRCFT Executive Board 3:00 PM
- II.** Agenda approved by consensus. May 5, 2021 minutes approved by consensus.
- III.** Public Comment: Newman announces that today's meeting is dedicated to Paul Baltimore.

Reports

IV. DAPIC Report: Carbary/Lopez

- **Workload Impacts:** Identify the workload impacts required to meet accessibility standards and guidelines.

Leads: Katie, Veronica, Jena, and Pat

DAPIC Workgroup 5 - Workload Recommendations (April 30th, 2021)

- Due to the ongoing nature of accessibility work, faculty need reliable technical support from Accessibility Specialists who can do the work of making course materials accessible.
- Additional training cannot be expected to meet all accessibility needs, and no amount of training will effectively address the workload issues related to accessibility.
- The workload associated with accessibility is not evenly distributed among disciplines, therefore it can be expected that some faculty areas will need more specialist support than others.
- Editing video auto-captions impacts the workload of all faculty, but disproportionately impacts faculty with disabilities and non-native speakers of English. Therefore, a captioning service that provides human-corrected captions should be made available to meet the captioning requirements for instructional materials.
- The ever-changing accessibility tools and standards that faculty are expected to apply to course materials creates conflicting information and undue workload burden for faculty. Providing Accessibility Specialist support staff who can complete more nuanced accessibility tasks will save faculty time, and ensure that accessibility modifications are in compliance with current standards.
- Publisher assistance is not available in making Open Educational Resources (OER) materials accessible, therefore direct Accessibility Specialist support is necessary to make OERs accessible for faculty who are willing to adopt more equity-focused and free course materials.
- The requirement that electronic resources be made accessible creates additional workload for online and hybrid classes. Therefore, we suggest reducing the class cap for these courses to equalize the workload associated with these teaching modalities.
- Any institutional documents, announcements, or flyers that faculty are asked to share with students should be provided to faculty in accessible format - faculty should not be responsible to make these accessible.
- The burden of institutional accessibility should not solely fall on our Distance Education, Instructional Design, DSPS, or Online Course Design coordinators - that is not sustainable or realistic and additional staffing is necessary.
- Because the typical faculty member cannot meet accessibility requirements through FLEX or service hours, it is not appropriate to require faculty to use FLEX or service hours to complete accessibility training or the work of making materials accessible.
- The instructional faculty workload associated with accessibility should be reviewed on a regular basis, as accessibility requirements change.
- We recommend that the current District Accessibility Plan be reviewed, and the specific accessibility requirements and the scope of circumstances when ICTs need to be made accessible be clarified. Until that happens, the true workload associated with making course materials accessible will be imprecise.

Update on DAPIC Progress and Opportunity for Feedback

- Final draft of report is being created and we will get to review before finalized
 - [Outline draft](#)
 - DAPIC Committee will continue in the Fall
 - Committee members will be reviewed
 - District paying Video Captioning Service - Pilot - [Rev](#) (video captioning)
 - Slow rollout through summer OTI (Brain Pogue, SCC)
 - Not sure if this will be rolled out to all campus - TBA
 - Katie will be integrating concerns over the specific requirements and wording of the [Los Rios Community College District Information & Communication Technology Accessibility Program \(March 11, 2019\)](#)
 - If you have additional concerns about these policies please share with Katie by **Thursday, May 27th (hard deadline)**.

Additional Recommendations from LRCFT Representatives (K+V)

- Based on the outcome of DAPIC and the recommendation put forth by this committee, there are additional concerns and recommendations that we suggest LRCFT address in the future, **either prior to or during negotiations on this topic**. Suggestions:
 - District policy needs to be updated to be legally compliant and accurate ASAP, and reviewed regularly by specialists for accuracy and clarity.
 - Currently policy is vague about the circumstances when full accessibility is required - e.g. individual emails, one time use videos, etc. These issues need to be clarified before accurate and realistic workload recommendations can be made.
 - Workload issues are serious regardless of what faculty can be trained to do, simply because of the time needed to apply accessibility recommendations.
 - Consider linking accessibility requirements for documents and media to requirements developed by an outside organization, rather than developing district-specific requirements which may not align with those used at other colleges or agencies.
 - A lack of alignment between district standards and the standards of other organizations is a barrier to outsourcing accessibility work.
 - Recommend that the specific requirements listed in the current District Accessibility Plan be reviewed before training is implemented, to make sure training content is legally up to date, and that faculty are not trained based on out of date policies.
 - Consider that providing an ongoing option for faculty to have all documents and media outsourced for accessibility compliance might be the option that will best position the district to avoid lawsuits; experts are less likely to make errors and are more efficient.
- Faculty do not lose academic freedom when accessibility services are provided for their support. Providing the option for documents and media to be made accessible for faculty does not mean that individual faculty can't do the accessibility work themselves when easier for them or more appropriate.
 - An analogy is photocopies - we are required to provide a copy of the syllabus to students on the first day of class; we are not required to make the photocopies ourselves, but can send them out to the copy center. If we prefer to make our own copies, we could also choose to do that.
- Address the interpretation of Ed Code that prevents accessible documents produced by DSPS for specific students, from later also being used as alternative formats available to an entire class. Is this interpretation of the law, preventing the sharing of accessible materials with instructors and non-DSPS students, correct?
- Faculty who identify as having a disability should be included and considered when developing policies and practices related to making course materials accessible. Some faculty with disabilities feel that they have not had sufficient opportunities to provide this input, or that their personal experiences in this area have not been considered.
- We recommend that any future committees or workgroups include teaching faculty representatives from a wide range of disciplines (e.g. CTE, deaf studies, math, science, art, languages, counseling, etc). Faculty representation should not consist of primarily non-classroom faculty if the focus is instruction course materials.

Follow Up: Previous E-Board Suggestion To Email All Faculty

- We suggest sending out a Statement to send to all faculty regarding accessibility, a draft statement is below and needs review.

Dear Colleagues,

Over the course of the last few years, faculty have raised many concerns about their contractual responsibilities when it comes to making online course materials accessible. There are several myths that have come up repeatedly, and we wanted to clarify the facts from a contractual perspective.

Accessibility Myths and Facts:

1. **Myth 1** - Faculty can be formally evaluated based on the accessibility of their online materials as part of the PRT process. **Fact: This is FALSE! Accessibility is outside the scope of the PRT process, and not under the purview of the Collective Bargaining Agreement.**
2. **Myth 2** – Faculty are legally responsible for accessibility, and can be individually sued if the materials do not meet certain requirements. **Fact: This is FALSE! The district is legally responsible for accessibility; the precedent cases show that institutions and not individuals are responsible for meeting these requirements. Additionally, LRCFT provides legal representation for all members when relevant.**
3. **Myth 3** – If course materials like textbooks, OER, articles, or websites aren't fully accessible, faculty are not allowed to assign them. **Fact: This is FALSE! Faculty have academic freedom to select and assign course materials as per Article 17 of the Collective Bargaining Agreement.**

LRCFT values equity and inclusion of all students. We support accessibility policies and practices that ensure accessibility work is done by experts, without making faculty solely responsible for the accessibility of online material

V. PAC Report: Kawamoto

- The PAFC met last week. Our main agenda item was interviewing the candidates for West Sac City Council. We chose Dawnte Early-West, and we are giving her the max amount allowed of \$250.00
- The PAFC also chose to give \$1500 to Tony Thurmond's re-election effort, and up to 2k for local efforts against the Gov recall. Recall date has not been set yet. It will likely be announced soon.
- There are several races heating up in Sacramento, especially the race for SD6 (Richard Pan). At least one more Democrat is talking about running for it. There is new talk about Pan being appointed by Xavier Becerra, kicking off a special election.
- There is a special event sponsored by the Women Dems, featuring two our Trustees next week (see attached flyer). If anyone is interested in representing us in local political circles, Women Dems is one of the first groups I recommend.
- Labor Day picnic has just been announced. We will need to consider volunteers and schwag.

VI. Chief Negotiator: Lum Steering

- The District introduced a draft memo discussing sanitation protocols
- Preliminary agreement on a Technology stipend
 - \$75 per month for 21 months paid in two installments (for those with 1.0 assignment) Payment will be pro-rated by assignment for PT faculty.
 - Installment 1: Paid end of May/ Beginning of June: 13 months (April 2020 to April 2021) \$975
 - Installment: 2 Paid in January: 8 months (May 2021-Dec 2021) \$600
- Will negotiate safety protocols related to Fall on-ground in July
- Will negotiate retro in July

- Issued a “Demand to Negotiate” over Centralization of Admissions, Records, and Financial Aid with a particular focus on impact
- Information Request regarding HERF dollars

Joint Committee on Impact of Technology

- Will be signing off on the following agreements
 - Librarians ability to work remotely up to .8 by mutual agreement. Pre-tenure will follow existing rules for instructional faculty
 - Counselors ability to work remotely up to .8 by mutual agreement. Pre-tenure will follow existing rules for instructional faculty.
 - Coordinators (partial or full coordinators) ability to work all but 7.5 hours remote by mutual agreement
 - Full-time faculty can opt to be paid for the Foundations of Canvas Course (before FT faculty could use for flex, service, or class advancement).
 - Authorization to use PopeTech software in Canvas
- Would like to pilot 100% online. –continuing in Fall
 - Potential conditions include:
 - Specific types of trainings
 - Specific parameters related to review
- DAPIC Report will move into steering

Family Leave

- Close to signing off on the following agreements
 - MOU Reducing amount of time you need to be employed by Los Rios from 12 months to 30 days
 - MOU that gives ability to take 1 semester of Unpaid Leave with Benefits
 - MOU Maternity-Paternity Leave – change from 1 paid leave day to 5 paid leave days
 - MOU Changes Article 9.8.1 of the LRCFT/LRCCD Collective Bargaining Agreement from three (3) days to seven (7) days for Serious and Critical Illness Leave
- Leave Policy Changes still under review

Meetings Attended

- Steering Committee
- Chancellor’s Cabinet
- 2 JCIT Meetings
- Chanelle Whitaker, AVCHR
- Salary Committee Meetings
- Salary Forums
- Centralization Discussion at SCC

Action

VII. DAPIC Recommendations: (First/Action/Suspend)

Newman reviews DAPIC recommendations given by LRCFT reps Carbery and Lopez. Jones moves to suspend the rules, Lum seconds the motion. Motion passes by consensus. Jones moves LRCFT accept DAPIC recommendations by LRCFT appointed representatives, Telles seconds the motion. Motion passes by consensus.

VIII. LRCFT Contribution for Cuban vaccines: (First/Action/Suspend)

Newman discusses COVID vaccine situation in Cuba. The country has the vaccine but not enough syringes to vaccinate people. Newman proposes LRCFT contribute \$500 to help provide syringes to Cuba. Telles moves to suspend the rules, Torres seconds the motion. Motion passes by consensus. Dimond amends Newman’s proposal to increase the contribution to \$1000, Limmaneeprasert seconds the motion with the amendment. Motion passes.

IX. Executive Board Approval of new LRCFT Budget: (First/Action/Suspend)

Zhang reviews the LRCFT annual budget for the Executive Board. Telles moves to suspend the rules, Lum seconds the motion. Lum moves to accept the LRCFT annual budget, Dimond seconds the motion. Motion passes by consensus.

X. The Promise Education Scholarship Fund: (First/Action/Suspend)

Newman discusses SCOE Promise Education Scholarship Fund. The scholarship will help high school students taking community college classes. The program is raising funds for the scholarship. Telles moves to suspend the rules, Torres seconds the motion. Telles moves LRCFT contribute \$500 to The Promise Scholarship Fund, Torres seconds the motion. Motion passes by consensus.

XI. Summer Work Compensation: (First/Action/Suspend)

Newman discusses work Newman, Lum and Zhang will need to do over the summer. Limmaneprasert moves to suspend the rules, Torres seconds the motion. Telles moves LRCFT provide .2 release time or 8 hours a week to Newman, Lum and Zhang to compensate for summer work, Limmaneprasert seconds the motion. Motion passes with one abstaining. Zhang clarifies that the .2 amount is rolled over from the previous year. Newman discusses MOUs that still need to be completed and Zhang will be working on the annual audit.

Discussion

XII. Paul Baltimore Scholarship:

Newman discussing a scholarship fund at FLC in honor of Paul Baltimore. The scholarship fund can be set up through the Los Rios Foundation. Discussion regarding who will handle the scholarship is held.

XIII. Equity reflection statement training: debrief: Telles

Telles reports on the Equity Reflection training held via zoom with Limon and Oliver. There 100 faculty members attended. Questions from faculty members via chat were collected and a list of questions will be provided. Telles discusses questions and concerns faculty had during the training. Discussion regarding the value of the reflection statement is held. Lum suggests LRCFT provide a FAQ for the reflection statement. Lum reminds board members the equity reflection statement is a pilot.

XIV. Equity Audit of LRCFT Constitution, By-laws, Policies Update: Aldredge/Newman

Aldredge reports the equity audit committee will continue to work on the audit over the summer. The next meeting will be held next Thursday.

XV. Fall Semester LRCCFT Executive Board Retreat: doodle poll soon: Newman/Mayorga

An LRCFT Executive Board retreat will be held in August at the Old Sugar Mill.

Other Reports

XVI. Legislative Liaison: Limmaneprasert

AB 1040 (Muratsuchi) - Ethnic studies in CCCs This bill is currently in the Assembly Appropriations Committee suspense file. The ASCCC has led the effort to amend the Title 5 language, and public comment on Title 5, Section 55063 Minimum Requirements for the Associate Degree (Ethnic Studies Requirement) is now open. The deadline to provide public comment is June 19 at 4 pm. You can find information about the different ways to provide public comment at this link. The first read of the Title 5 draft regulations will be heard at the May 24/25 CCC Board of Governors meeting, with the second read and possible approval at the July 12/13 CCC Board of Governors meeting. The BOG agenda and Zoom information can be found at this link. FACCC has a position of support on the Title 5 draft regulations. AB 375 (Medina), Co-Sponsored by CFT and FACCC: Raising CCC part-time faculty load cap from 60%/67% to 80%/85% The bill is the reboot of AB 897. It would change the load limit for CCC part-time faculty from 60%/67% to 80%/85%. It is currently in the Assembly Appropriations Committee suspense file. Last Friday, I sent my support letter and emailed the sample support letter to the EB and many full-time and part-time faculty members to ask them to send their support letters to the Assembly Appropriations Committee or Michael Young. Numerous faculty members have emailed their letters to me/Michael. AB 1432 (Low), co-sponsored by CFT and FACCC: Eliminating Calbright This bill would make the California Online Community College Act inoperative at the end of the 2022–23 academic year and will eliminate Calbright. It is currently in the Senate. AB 928 (Berman): Opposed by FACCC: Student Transfer Achievement Reform Act of

2021 This bill would automatically place students in an Associate Degree for Transfer (ADT) pathway, consolidate the Intersegmental General Education Transfer Curriculum (IGTEC) and CSU Breadth pathways, and create an Intersegmental Implementation Committee with insufficient stakeholder expertise. It has strong support from Campaign for College Opportunity and appears to be the completion agenda and the problematic aspects of the Campaign for College Opportunity, which on the surface appears to be a totally positive organization that has incredibly suspicious motivations. FACCC strongly opposes this bill. On Monday, May 17th morning, I emailed the EB to invite you to join FACCC in posing questions to the Campaign for College Opportunity Twitter chat on at <https://twitter.com/CollegeOpp>. Upcoming FACCC Events [Legislative Roundtable: May Revise, May 25, 2021, 6-7:30 pm | FACCC Board Retreat, June 18 & 19, 2021

XVII. NorCal Resist: Fernandez

- Posted 5 bonds last week
- We had a successful food distribution at Fruitridge Community Collaborative on Friday, May 14. More than 600 boxes of food were given out.
- Campaign to free Omar Ameen (story above) is still happening. Please call to support!
- Planning a music festival for early summer

Opportunities:

- Emergency Food Aid Request (Maseca Flour, Beans, Rice, Flour, Granola, Canned Foods, Salt, Other Nonperishable Foods). Drop at Barrio Café (1185 35th Ave) or Abatin Wellness (2100 29th Street)
- Food Distribution: May 22nd at 10 a.m. (2425 Northgate Blvd). Need vounteers
- Food Distribution: May 28th at 10 a.m. (4625 44th Street). Need volunteers!

- Resources for undocumented families:

1. <https://rocunited.org/relief/application/> for restaurant workers/
para trabajadores de restaurantes
2. <https://docs.google.com/.../1FAIpQLSeVux3kSHcwms.../viewform>
para trabajadores de restaurante

XVIII. Campus updates:

1. ARC – Limmaneeprasert

This report includes my activities during the period of May 6th to May 19th. The union concerns I addressed by email and by phone are about these topics: reopening issues (e.g., for spring 2022, social distancing, FTE allowed for teaching online for tenure-track and tenured faculty, and vaccination and mask policies), LTT credit for tenure, equity reflection for the performance review, college service, HSA concerns, pay issues, and technology expenses due to working from home. Additionally, I performed the following tasks: " Represented LRCFT at the final ARC Type A/B Leave Committee meeting, May 7th " Attended the chancellor's cabinet meeting, May 10th " Conducted two ARC union team meetings, May 10th and 11th " Attended an LRCFT equity reflection training, May 11th " Attended an LRCFT president's meeting, May 12th " Attended the LRCCD tenure reception, May 13th " Attended the LRCFT Salary Committee meeting, May 17th " Co-hosted an unemployment workshop with Valerie Bachelor and Linda Sneed, May 17th " Worked with Michael Young (CFT lobbyist for CCCs) to speak at the Assembly Budget Subcommittees No. 1 and No. 2 on Education Finance hearings, May 18th and May 19th " Met with the ARC VPI (issues discussed: the equity reflection for the performance review, new full-time faculty list, and updated department chair list), May 18th " Co-hosted an EDD filing clinic with Valerie Bachelor and Linda Sneed, May 19th (10 - 11:30 a.m.) Upcoming Event " Will co-host anther EDD filing clinic with Valerie Bachelor and Linda Sneed, May 19th (3 - 4:30 p.m.)

2. CRC – Aldredge

- Meeting with VPI and VPA 5/3/21 regarding access to faculty mailboxes and workroom
 - Safety plans on website; developing cleaning protocols
- LRCFT PACF 5/12/21
 - Elected Officials invited and endorsed
- LRCFT College Reps meeting – 5/7/21 – plans for Fall
- Chancellor's Cabinet Meeting 5/10/21

- Discussion on centralization of FA & Admissions
- Debrief district wide summit 5/6/21
- BIRT Meeting – remaining meetings of the semester cancelled
- CRC Health & Safety Committee 5/11/21
 - Ongoing safety protocols; Elk Grove Center likely to not open in Fall
- LRCO – HIT 5/6/21 & 5/11/21
 - Meeting with VPI; Dean; HIT Counselors
- LRCFT College Presidents Meeting – 5/12/21
 - Vaccinations, Centralization, Equity Reflection, Retro, Family Leave, Tech Stipend, Summer Messages
- CRC Union Office Hour – (weekly at 3 pm on Thursdays) 5/6 & 5/13
 - Questions: Flex (why? Thursday & Friday); P/T compensation for PD; Dept Chair stipends; Retro; cleaning guidelines; contact tracing; minors in the classroom
- Meeting with College President Edward Bush 5/12/21 – check in
 - 2nd level Grievance hearing - 5/13/21
- Salary Info Listening Sessions 5/10 & 5/14
 - Personal stories shared regarding low salaries
 - Suggestions from attendees
- RFP for the Equity Audit focused on the Governance Review documents; meeting with consultant 5/27 (scheduled)
- Ongoing Salary Subcommittee (1st & 3rd Mondays)- 5/17/21 debrief Salary Info webinars; seeking solutions to low salary scale; strategy planned for roll out
- Meeting with AVP Emiru and Sabrina Sencil 5/17/21 re: access to disaggregated data for faculty
- DRT Meeting – scheduled for 5/19/21

Additional Meetings Attended

- District Senate 5/4/21
- CRC Senate 5/14/21
- BOT Meeting 5/12/21
- Tenured Faculty Celebration 5/14/21

3. FLC – Telles

Internal

FLC Team Meeting

Appointed Josh Fernandez to the Faculty Relief Fund Committee

Sent email to all FLC part-timers on our PT Rep position (thanks to the team for helping craft it)

Workshops

Equity Reflection Training

Grievances

Robert scheduling meeting with new head of HR to attempt to remedy the last outstanding item of the grievance on not paying faculty for prior month's work

Team Worked w/ Members on:

Equity Reflection questions

Salary questions

Independent Study issue

Meetings

w/ VPI and the classroom faculty returning in Fall

Chancellor's Cabinet

Presidents' Meeting

PAFC

Tenure Celebration

DRT

4. SCC – Lum

Centralization Discussions

- Campus re-opening discussion
 - Two potential grievances
 - SCC API Social
- Meetings Attended
- SCC Re-opening Meeting
 - Meeting with Albert Garcia, VPI
 - Meeting with President Michael Gutierrez
 - Meeting with IBA Facilitator
 - Chancellor's Cabinet
 - Presidents; Meeting
 - Tenure Celebration

Meeting adjourned 5:05 PM

Jason Newman, Interim President

Ling Ling Zhang, Secretary-Treasurer