Academic Senate Regular Meeting Minutes
August 28, 2025
3:00 - 5:00 P.M.
ARC Student Center Board Room
Meeting ID: 816 8060 2582
Zoom link: https://lrccd.zoom.us/j/81680602582

Preliminaries

1. **Call to Order**

   3:03 PM (Veronica)
   Land Acknowledgement Statement read

2. **Approval of the Agenda**

   Agenda amended as follows and approved unanimously:
   - Item 11. Draft ~~2025-2028 Institutional Effectiveness Council Charter~~ Institutional Equity Plan (IEP) Charter (1st Reading, VPSSE, Dr. David Miramontes-Quiñones)
   - Item 13. Council Updates
   -   a. Institutional Effectiveness Council - Dr. Connie ~~Ayalya~~ Ayala

3. **Approval of the Minutes**
   - April 28, 2025: Approved unanimously
   - May 8, 2025: Approved unanimously

4. **Introduction of Guests**
   - William Wann
   - Victor Almager
   - Ray Simons
   - Connie Ayala
   - Joe Rust
   - Aracelli Badilla
   - Palwasha Ahad
   - Behrang Mokarami
   - Angela Milano
   - Adam Windham
   - Kristina Casper-Denman
   - Jason Keith

5. **Public Comment Period (3 minutes per speaker)**

   - Concern about the email sent recently about a weapon being brought to campus. In the email it was specified that the student who brought the weapon was a student athlete. Concern that it was not necessary to specify that the student was an athlete, and that student athletes face other stereotypes.
     - Concern expressed from other faculty from kinesiology about this same issue -they also did not appreciate it being specified that the student was a student athlete.
     - Would we share this type of characteristic about other students, for example that a theater

student brought a weapon to campus?

- Concern about a note-taking tool embedded in Zoom called Read AI – privacy concern about this tool being adopted at Los Rios. It is an AI tool that transcribes meetings. However, in doing so it associates people's comments with their names, which is not a common practice at ARC and potentially violates privacy
  - An example given was HomeBase Listening Zoom session where the expectation has been that conversations will not be publicized with specific comments being associated with names. Not something everyone is comfortable with
  - Also, this faculty member was unable to interact with or learn more about Read AI without syncing it with their personal calendar
- Other concerns raised with integrated AI – concern that those meeting summaries with people's names on them could end up on the internet

6. President's Report

- We've hired 27 new full-time faculty members!
- We've selected a Dual Enrollment program coordinator, Valerie Bronstein
- We've hired a Dual Enrollment Program Counselor, Denise Vinsant
- Worked with President Cardoza over summer to work on Convocation, bring back a planning committee for convocation and formalize it
- ARC is applying to be a Black Serving Institution (BSI). The application is due November 2nd. What does it mean to be a Black Serving Institution? There is a Black serving institution advisory committee being formed – look for more information regarding ARC's BSI application
- ARC Senate held a retreat on August 20th, during Flex week
  - Discussions of barriers to participation in Senate took place
    - Question about whether Thursdays 3pm – 5pm is the best time for Academic Senate to meet and whether a better time could be identified. 3pm – 5pm is prime childcare pickup time
  - Discussion of 10+1 and what does it mean
  - Overview of what is "collegial consultation"
- Welcome to our new ASB liaison – there will be an ASB liaison who attends the Academic Senate, and an Academic Senate representative who attends the ASB Senate. It was exciting to identify shared interests and how we can support each other. This was inspired by the ASCCC (Academic Senate for CA Community College) June 2025 Leadership Institute in which collaboration between Student Senate and Academic Senate was encouraged and modelled
- We will host an ASCCC site visit soon to discuss how our college can improve "collegial consultation" between faculty and administration
- UndocuKnowledge workshop series starting September 16th. More info to come soon. Example topics include Family Preparedness (Sept 16), How to Protest Safely & Know Your Rights (Oct 7), Avoiding Immigration Legal Scams & Policy Updated (Oct 28), Health Care Options for Undocumented Individuals & Public Charge (Nov 18)(as shown in the flyer). Questions: email DRC@csus.edu

Consent Item

7. **Approval of Remote Attendees: Unanimously approved**
   - Valerie Bronstein
   - Vivian Orcasitas Dillon
   - Jeff Sacha
   - Diane Lui
   - Andrew Fix
   - John Burke
   - Kristine Fertel
   - Jennifer Scalzi
   - Mikhail Drobot
   - Jen Kirkman

Decision Items (5-10 minutes maximum per item)

8. **Center for Teaching and Learning (CTL) Liaison Job Descriptions (2) – (1st Reading Dr. Brenda Valles, Dr. Kristina Casper-Denman, and Christina Wagner)**
   - These job descriptions are not new and are posted on the Canvas website.
   - Bringing back these roles to support Equity Professional Development, focusing on three areas of need: Counseling, STEM, and Career Education.
   - 2-year term, open to FT and Adjunct faculty. Up to 0.5 FTE reassignment time for FT and ESA or equivalent adjunct faculty.
   - Focus on equity and inclusion. Emphasis on a lot of communication and collaboration with the CTL team.
   - Questions:
     - Workload and how to measure reassign time / stipend. *Answer by Dean of Equity, Institutional Effectiveness and Innovation*: depends on the applicant so it can be shaped on what the person can bring, their teaching load, etc.
     - Since we are going to be applying for the BSI designation, can we also align the race-consciousness in the job description and connect it with our college data? *Answer by Dean of Equity, Institutional Effectiveness and Innovation*: Yes… important to align with Institutional Equity Plan.
   - Will come back for second read on Sept 11.

9. **ARC AI Faculty Fellowship(s) Job Description – (1st Reading, Michael Angelone and Dr. Brenda Valles)**
   - Michael Angelone (English) shared how he and Liz Coleman (Communication) applied for SEAP (Student Equity and Achievement Program) funds in Spring 2025 and in June 2025 got the good news they were awarded $9,000 funding, which will be utilized to support faculty-led AI literacy and inquiry.
     - Faculty Fellowship to be used by up to 3 faculty fellows, probably 2 faculty fellows.
     - Open to FT and adjunct faculty, reassigned time or ESA (Educational Service Agreement).
     - Jointly supported by the Academic Senate, the Center for Teaching & Learning, SEAP, and ARC AI Resource Panel.
   - Timeline includes:
     - Fall 2025: Job description goes out and selection conducted. More information and feedback on the draft job description here
     - Spring 2026: fellows would work on their projects and "white paper" deliverable by the fellows at the end of the semester.
     - It is Michael's vision that the Faculty Fellowship would culminate into a permanent position at ARC of an AI Coordinator.

10. **HomeBase Liaison Job Descriptions (1st Reading, VPI, Angela Milano)**
    - Presented by Dr. David Miramontes-Quiñones , Vice President Student Services and Equity (VPSSE).

- Fall 2024-Spring 2026. Now it will be expanded to Spring 2026-Spring 2027.
- Not new, but extensions of the current positions.
- [Job Description](#). This is a first read, input is welcome!

11. Draft 2025-2028 Institutional Equity Plan (1st Reading, VPSSE, Dr. David Miramontes-Quiñones)

- Back to 2019 and it was going to expire Spring 2025 but college got an extension for one more academic year. To give time to finalize the new charter for 2026-2030.
- The Institutional Effectiveness Council (IEC) will go over the Institutional Equity Plan (IEP). Project timeline includes:

Month(s)	Phase	Major Tasks
August 2025	Initiation	Charter development, project scoping
September–October 2025	Preparation	Team formation, data gathering, landscape review
November–March	Team-Based Work	Equity forums, listening sessions, drafting plan
April 2026	Formal Review	Review by IEC, Academic Senate, ELT
May 2026	Closure	Finalization, celebration, archive

- **Calling faculty members** to join the **Fall 2025 workgroup** that represent diversity of positions across campus
  - Comments included:
    - Acknowledged institutional responsibility of Black in first and second bullet points.
    - Concerns with how students with "different mental and physical abilities" wording can be offensive.
  - Suggestions included:
    - Make the form open for comments from senators.
    - Provide direct links for people outside of Canvas shell to share files.
    - Can copy links to share maybe. David M-Q fixed document settings.
    - [Institutional Equity Plan Draft](#). Input is welcome! Please leave comments in the document

Reports (5-10 minutes per item)

12. Categorically Funded Faculty Positions (VPSSE, Dr. David Miramontes-Quiñones)

- What is a categorically-funded position?
  - A position that is funded by the state or by a proposition such as Prop 98 - funds that the college gets on an annual basis. Not part of the funds that the college "bucket funds." If for some reason the state, we are guaranteed to get 95% of the previous year's funds.
  - CalWorks is a categorically-funded position.
  - EOPS from prop 98
  - Student Services has 13 positions that are categorically-funded for decades. It is improbable the position disappears. The fund goes away, the position goes away. In the unlikely event the position goes away, the District will find another position for the person.
  - When the person is hired, they are aware the position is categorically-funded.
  - Shoutout to Dr. Connie Ayala, Art Jenkins, and Joe Rust for fiercely advocating for the Counseling/Learning Disability Specialist position.
  - Applications will include the supplemental questions piloted with the cohort hiring last year.

13. **Council Updates**
    ○ Institutional Effectiveness Council - Dr. Connie Ayala
        • The committee hasn't met yet. Nothing to report
    ○ Operations Council - TDB
        • Anyone interested, please reach out to Academic Senate President Veronica Lopez
    ○ Student Success Council - TDB
        • Has not met. There is a need for faculty representatives. Meets 1st and 3rd Wednesday, 1-3pm, Community Room
        • Great space to be in, the Academic Senate really relies on to keep the lines of communication to bring the Senate's perspective

Discussion (10-15 minutes per item)

14. **2025-2028 Student Equity and Achievement Program (SEAP) Application (VPSSE, Dr. David Miramontes-Quiñones and VPI, Angela Milano).**
    ○ Required by every California Community College. Due November. It's a reflection of what we are doing and a plan of what we are going to be doing. This helps fund our Student Equity Plan. A framework for eliminating equity gaps, in a 3 year cycle. Data-derived DI groups were identified.
    ○ Summer 2025 Faculty Workgroup - (Michael Crowder, Marianne Harris, Andréa Pantoja Garvey, Veronica Lopez, and Alisa Shubb). It was challenging to find faculty available in the summer but suggested the creation of a summer workgroup and a fall workgroup.
    ○ Fall 2025 Faculty Workgroup - Meetings will be held on Fridays, 2-4pm, until submission. Still looking for faculty to join the Fall 2025 workshop. If interested, reach out to Academic Senate President Veronica Lopez .

15. **Supporting our UndocuScholars - (Dr. David Miramontes-Quiñones, VPSSE)**
    ○ If anyone attended the Tuesday (Aug 19th) Flex event Tuesday, August 19th *Informed & Empowered: Protecting Our Students and Communities Together*, centered on what to do if immigration officials are on campus, there were lots of discussions and questions.
    ○ There will be an UndocuAdvisory Committee and the Academic Senate is recruiting any interested faculty.
    ○ Signage will start to be posted inside classrooms across campus and white cards will be provided for faculty in case ICE shows up at your classroom. Cards can also be picked up at the Welcome Center, UnDoc Resource Center, and at Dr. David Miramontes-Quiñones's office. Dr. David Miramontes-Quiñones has been at some of the district meetings, and he is the best person to provide relevant information
    ○ Our ARC UndocuResource Connection is onboarding a new Specialist, so it is our hope in the future we will hear more from them. Regarding the UndocuAdvisory Committee, it is our hope that this group could compliment and support our new UndocuSpecialist such as co-facilitating UndocuAlly training
    ○ Dr. David Miramontes-Quiñones will get signages at McClellan and Natomas Centers
    ○ Concern was raised that there have been cases of people impersonating ICE officers and they are not, the importance of raising awareness.
    ○ Questions included:
        • What will ARC do if ICE detains a faculty that stands up to ICE?
        • VPSSE stated: if there is an ICE Agent, they are to follow protocol. If there is no order signed by a Judge, they are not able to enter.
        • VPI added: validate warrant and protect learning spaces
        • AVPI reiterated to call Los Rios police and not use our bodies as this can be construed as obstruction.
    ○ Another faculty shared their experience that ICE follows no rules and each person has different realities, different whys, urging faculty and staff to think carefully and make informed and wise decisions. For instance, there's NorCal Resist and there are MigraWatches who are looking for unmarked cars, etc.
    ○ What is the response time for LRPD? AVPI stated Los Rios Police said within 5 minutes.
    ○ Another faculty member who attended the Tuesday Flex shared that they were instructed to use the app.

○ It was also suggested that we need permanent signs for private areas, not just for ICE but for other potential issues in the future.
○ If the sign is in your office and they have a warrant, they can't be stopped.
○ Another person reminded that if they don't have a warrant and ICE agents still proceed, it can be used later in court.

16. **Report Back (Feedback from College Areas)**

○ Fall 2025 Convocation Feedback
   • Order of convocation: Chancellor and all his people left during the middle of the president's speech was a bad optic
   • Convocation was confusing with times displayed in the Insider's page (8:30am-11:30am) not matching with times in the program (9am-12pm); and still going over the time. This impacted schedules of other meetings and people having to rush through their lunch, instead of enjoying lunch with colleagues.
   • Faculty MC did a great job. The AI Panel included diverse perspectives and MC great job holding this space. The anticipation is that this will help to continue AI discussions and forward progress on AI literacy on campus.
○ Open Issues from any Previous Agenda Item
   • There is support for LRC central homebase but don't want to lose classroom space either.
   • Shared some student feedback they were concerned about becoming too crowded if all centralized.
   • From a studying standpoint, students from different disciplines shared that some need a quieter place while another student from art, for instance, may need more movement, talking, and collaborative expression.

17. **Report Out (Information from District Meetings and Other Areas)**

○ Board of Trustees

   • July 8th Meeting - the Board spent a lot of time discussing the Chancellor Search Process. Specially, the question was raised of when would the Board of Trustees have a chance to review the job description. The Los Rios Chancellor Search Website wasn't live (which it was). The position launched on July 25th.

   • August 13th Meeting - Discussed and approved Salary Schedules and 2024/2025 Retro payment

○ Chancellor's Cabinet

   • *none*

○ DAS

   • *none*

18. **Items from College Areas for Academic Senate Consideration**

○ Question was asked if there is a formal process to be added to the AS Canvas shell? There is a lot of interest in the person's area. Answer provided by AS President: All faculty should be there but if they are not, then contact the AS Secretary, Andréa Pantoja Garvey (GarveyA@arc.losrios.edu)
   • The AS Canvas page is intended for all faculty. If a faculty member does not have access to the AS Canvas site already, send AS Secretary a message to be added.

5:03 meeting adjourned.

Upcoming Meetings:

- District Academic Senate Retreat, Friday, August 29th, 10 am - 2502 Franklin Blvd, Sacramento
- District Academic Senate: Tuesday, September 2nd, 3 pm - District Office Conference Room
- ARC Academic Senate: Thursday, September 11th, 3 pm - Student Center Board Room
- Los Rios Board of Trustees: Wednesday, September 10th, 5:30 pm - District Board Room

Attendance Meeting 08-28-2025				
Area	**Name**	**Sign-In (X)**	**Remote Attendance Approved (O)**	**Absent**
President	Verònica Lopez	X		
Vice-President	Daniel Slutsky	X		
Secretary	Andréa Pantoja-Garvey	X		
Past President	Alisa Shubb	X		
Arts	Dyanne Marte (Fashion)			X
Arts	Diane Lui (Art)			X
Arts	Michael Nakada (HM)			X
Business	Brian Rosario	X		
Business	Behrang Mokarami	X		
Business	Christian Speck			X
Career Education, Workforce, Public Service, & Apprenticeship	Vivian Orcasitas Dillon		O	
Counseling	Jennifer Scalzi		O	
Counseling	Mayra Mireles			X
Counseling	Kim Herrell			X
English	Valerie Bronstein		O	
English	Michaela Cooper			X
English	Janay Lovering			X
English	Michael Angelone	X		
English	Shannon Pries			X
English	Paul Knox			X
Health & Education	Rob Juner (Nursing)	X		
Health & Education	Susan Chou (NUT)	X		
Kinesiology & Athletics	Eric Black			X
Kinesiology & Athletics	Tim Finnecy	X		
Language & Communication	Ally Joye (ESL)	X		

Language & Communication	Kris Fertel (ESL)	X	O	
Language & Communication	Erik Haarala (ESL)			
Library/Learning Resources/Instructional Tech. Center	David McCusker	X		
Library/Learning Resources/Instructional Tech. Center	Sarah Lehmann	X		
Library/Learning Resources/Instructional Tech. Center	Marianne Harris			X
Manufacturing, Construction & Transportation	Chris Moore	X		
Manufacturing, Construction & Transportation	Mikhail Drobot		O	
Manufacturing, Construction & Transportation	Ben French			X
Manufacturing, Construction & Transportation	Cheryl Tsushima			X
People, Culture & Society	Andrew Fix (Philosophy)		O	
People, Culture & Society	Jeff Sacha (Sociology)		O	
People, Culture & Society	Seth Clark (History)	X		
People, Culture & Society	David Bell (Political Science)			X
STEM - Math & Computer Science	Justus Carlisle	X		
STEM - Math & Computer Science	John Burke		O	
STEM - Math & Computer Science	Tak Auyeung (CSIT)	X		
STEM - Math & Computer Science	Adrianne Avila	X		
STEM - Math & Computer Science	Lana Anishchenko			X
STEM - Science	Caitlin Zumalt (Chemistry)	X		
STEM - Science	Nicole Mann (Chemistry)	X		
STEM - Science	Susan Ramones			X
STEM - Science	Mihaela Badea-Mic			X
Student Support Services	Judith Valdez	X		
Guest	Ray Simons	X		
Guest	Victor Almager, Coordinator at Sacramento Regional Criminal Justice Training Center	X		
Guest	William Wann, LTT Program Coordinator	X		

Guest		Kristina Casper-Denman, Center for Teaching & Learning	X		
Guest		Jason Keith, Automotive Tech	X		
Guest		Connie Ayala, Student Support Services	X		
Guest		Joe Rust, Disability Services & Program for Students (DSPS)	X		
Guest		Araceli Badilla, Beacon Coordinator			
Guest		Palwasha Ahad, Psychology			
Guest		Adam Windham, Associate Vice President Instruction and Enrollment Management	X		
Guest		David Miramontes-Quiñones, Vice President Student Services Equity	X		
Guest		Angela Milano, Vice President of Instruction		O	
Guest		Brenda Valle, Dean Equity, Institutional Effectiveness, and Innovation	X		