

DAS Executive Meeting Minutes
March 27, 2015/10:00 AM -1:00 PM
770 Wilshire 7th Floor Conference Room

Present: Don Gauthier, David Beaulieu, Angela Echeverri, Josh Miller, Alistaire Callender, Wally Hanley, Pam Brown, and Susan McMurray

Absent: Elizabeth Atondo, Alex Immerblum, John Freitas, and Adrienne Foster

Call to Order: President Gauthier called the meeting to order at 10:32 am

Approval of Agenda: Agenda was approved Miller/Echeverri MSU

Approval of Minutes of DAS Retreat on 2/4/2015: Minutes were approved with a few corrections Miller/Beaulieu MSU

Public Speakers: None

Action Items:

1) Prepare agenda for May, 2015 DAS meeting – decide location LAHC:

Gauthier will look into reserving the Board Room for the upcoming May DAS meeting and notifying the DAS of the change. Miller offered Valley and Hanley offered Trade as back up locations.

2) Proposed agenda for joint DAS – President’s Meeting – April 20, 2015:

Gauthier stated that a couple of topics that were proposed include educational programs and the role of the DAS. He added that some of the college presidents need to learn about the role of the DAS and how to work with the senates. Other ideas that have come forward include:

- Standardization of curriculum, course numbering, hours, units, etc.
- Agreements about assessment cut scores for English and math
- Single District Course Management System (CMS) platform and transition to Canvas
- Student success
 - District coordination of student success efforts
 - Increasing the success of male students
- General Education philosophy (balance between General Education and major group courses)
- Bachelor’s degrees at community colleges
- Math barriers
- Counseling
- Faculty advising and mentoring
- First year experience
- Adult Education and career technical education (CTE)
- Local versus District policies

Gauthier stated he would like to encourage more of these joint meetings, maybe once a semester, so that we keep the presidents informed of the important academic issues. The Chancellor is excited about having these discussions.

Hanley stated the DAS could use the meetings as a platform to disseminate best practices. Beaulieu recalled that last joint DAS-presidents meeting was probably 10 years ago. Another topic is to what extent should Student Success be a district project, since there is so much direction coming from the state. Pam Brown stated we need to be more aware of how male students work versus

female students. Brown and Echeverri advocated focusing on helping male students (now a clear minority cohort on our campuses) be more successful in community colleges. Beaulieu recalled Young was the last chancellor to make male student success a priority.

- 3) **Approval of BR 6200 statement; possible renewal of the importance of GE philosophy:** Hanley reported he has had ongoing discussions on this issue with Trade's senate, AFT, and Administration. They are proposing a remedy for their problem with BR 6200: to insert language so that the local senates may grant a waiver to reduce the District's 21 unit GE requirement to 18 units for high unit CTE majors (defined as having 42 or more units). This proposal would give the local senates the opportunity to grant a waiver as needed. Gauthier asked whether the waiver would be uniform across the District for CTE disciplines and whether students would be able to transfer the 18-unit requirement (there is a 12-unit requirement for residency). Hanley discussed a data sheet titled *LATTC Student Success Scorecard*, which summarized Trade's high unit CTE programs. Beaulieu suggested one solution might be to waive the Health and PE requirement to bring the GE requirement down from 21 to 18 units. Hanley replied he would expect an incredible street fight over such a proposal. Beaulieu countered his concern was that everyone have a substantial GE program and this approach would completely address such a concern. Hanley replied Trade's concern is that students are losing time. Freitas earlier suggested pulling Health and PE out of GE and making it a 1-unit graduation requirement. A college that wanted to could opt out of area E; it currently has a three-unit, two course requirement. Another issue that has come up is what to do about high unit science majors. However, science students have an option with the Associate Degree for Transfer (ADT); they can take their two extra GE courses at the university after transfer, so they can complete them later.

Gauthier reported that the Chancellor does not think it is a good idea to have this discussion at a Board meeting. Trustee Mona Field suggested there be a study session for the Board members, Trustee Svonkin had already deferred the item to the Institutional Effectiveness (IE) Committee after pulling the proposed Board Rule. Gauthier stated he did not want a proposal going through without DAS input since this was a "rely primarily" issue. This is not only about the 18 units; BR 6200 also contains the academic renewal proposal, which needs to be approved in a timely manner. Beaulieu added the Chancellor is eager for a way to address all concerns instead of having a technical public discussion. Hanley stated he would like to have a cordial lunch with interested parties from both sides to conduct an informal discussion on this issue. Gauthier added that for accreditation purposes it is not good for the Board to be involved in clearly Senate purview. Hanley thanked the DAS Executive members for their time and consideration of the matter.

Discussion Items:

- 1) **Adult Education faculty work groups formation:** Gauthier stated that District will need help to get discipline faculty involved to work on CTE, ESL, counseling, noncredit, and other areas. We need content expert faculty to make

connections on alignments. The more faculty that are involved right now, the better for all of us. Chancellor Rodriguez has met with Superintendent Ramon Cortines from the Los Angeles Unified School District (LAUSD). The backstory is that many in the LAUSD would be in favor of the District to take over Adult Education. The Adult Ed administrators are concerned about retaining their jobs and the faculty are worried about meeting minimum qualifications (MQs). Gauthier stated a major concern is whether we are going to be able to take on Adult Ed (and additional costs and missions) and still serve our existing communities.

- 2) **ASCCC resolutions for Plenary – Positions/Resolutions:** ASCCC delegates are meeting tomorrow at Cerritos College for the Area C meeting.
- 3) **Academic Senate Student Success proposal – District goal:** Aspen Prize: Gauthier argued the District is not aiming high enough on the Student Success front. He added he has not been particularly impressed with the Achieving the Dream (AtD) efforts and would like to see data to support claims of student success. Focusing on student success is something we could do as a District, taking advantage of our size and the talent of our faculty. Beaulieu replied we need a commitment from the administration. We can't have a district goal unless we have a district project on which we are working collectively. We are waiting for the selection of the permanent Vice Chancellor of Institutional Effectiveness, which is imminent. McMurray stated there hasn't been any significant leadership in the student success area for a while. Each campus has been encouraged to do its own thing, but there is no coordination with the 3CSN project. Beaulieu stated he has been an outspoken critic about the lack of effort, adding the District is going in three different directions: Adult Education, the BA program, and basic skills/CTE. He added that college presidents tend to think locally. However, we need to be successful as a District and without a larger vision we are going to get trapped. We could bring these concerns to the consultation meeting with the chancellor and get feedback. McMurray discussed contextualized English classes for specific disciplines. Hanley stated Trade does this for math, English, and counseling. Brown added that prizes motivate students and discussed a model United Nations, which helps students get motivated and work on projects.
- 4) **SIS project report:** Gauthier reported there is an ongoing audit by a company called Moran Consulting, which is currently monitoring the progress of the SIS implementation. The project report will go to the Board on April 15. It appears that the SIS implementation is going slow and it does not look it will be ready in time. There has been a lot of turnover at Cyber and they have lost a lot of the lead designers, as happens with any other large software programs. Some modules may ready be on time, but the whole system will probably not be finished until Fall 2016 or 2017.
- 5) **E-13 Attendance Accounting and Grade Collection:** Gauthier discussed the revised packet of E-13; this information was emailed out as well. He asked DAS members to share it with the local senates and curriculum committees and to

review it carefully to make sure it makes sense. He added that this administrative regulation is important because it specifies how colleges deal with attendance accounting and grades.

- 6) **CTE Regional Meeting Summary Report:** Gauthier discussed the handout on the meeting, which was sponsored through ASCCC. We should have insight into what is happening with CTE and workforce development throughout the state. This is mostly for our CTE faculty; the emphasis is on jobs and workforce development because there is a lot of money now. There are some interesting things here, especially the concept of skill builders as a metric of success. We are hoping to have Discipline Day in the fall with CTE faculty, computer science, and other disciplines that haven't met for a while. He asked DAS members to pass it on to the CTE faculty if they wish to attend.
- 7) **DBC membership:** Gauthier stated we need to find a replacement for Allison Moore at the DBC. Allison was also on the DBC Exec and Gauthier is filling in for her temporarily until a candidate can be identified. There is an empty seat on the Senate side of the DBC that needs to be filled as well.
- 8) **Other:** McMurray mentioned she is getting pressure from the accreditation team to do an evaluation of the Academic Senate and she would welcome input. Beaulieu replied that the senate officers are evaluated through an election. McMurray has thought about an SAO type assessment. Gauthier mentioned there is a form used by the District to evaluate committees and said he would email it out if senates wanted to use it as a model. It is a pretty straightforward review of meetings held, issues discussed, decisions made, and areas for improvement.

New Items / Reports:

President's Report – District hiring; Bond Steering; Consultation; Student Success:

Hiring: Gauthier reported the District is making progress in getting job announcements posted. There have been problems in two areas: the lack of trained staff and problems with the campus position submissions. For example, some positions have been submitted with two MQ areas and adding qualifications under the "required" instead of "desired" characteristics. It appears we are on schedule to hire up to 150 full time faculty; 134 job announcements have been posted. Some campuses are already interviewing (e.g.: Pierce and Valley). Gauthier spoke to Vice Chancellor Roman and Chancellor Rodriguez about the importance of hiring high quality faculty rather than merely filling the FON quotas and communicating that to the campus presidents. He reminded the group that hiring committees should only forward the names of candidates they really want to hire. This was reiterated at the last Chancellor's Consultation.

Bond Steering: The bond reserve fund was discussed. There were concerns from City and elsewhere about possible shortcomings in some of their approved "above the line" campus projects. AECOMM seem to be responding to faculty and Bond Steering committee concerns. There remains the need for a discussion about the

purpose of the Bond Steering committee, because it is supposed to be a policy making body but very few policies have originated from the committee. The question is what kind of policy? McMurray stated that some of the information AECOMM is posting on the website is impossible to read, because the font is too small and fuzzy. Beaulieu stated the program is so centralized, that if the college president does not speak up it is hard to change anything. Trustees Mona Field and Nancy Pearlman have strong feeling about the LACC Women's Gym. Callender mentioned issues with the science building at Southwest.

Consultation: Gauthier reported it was a good consultation overall. The group asked about campus administrator evaluations and expected to see those speed up moving forward. We also discussed the hiring problems, job postings, and the anticipated large number of retirements before the end of the year.

Student success efforts: We need to redouble our efforts with math and English. There has been some progress on the English and ESL front: Pierce seems to be joining with the program established by other district ESL departments. They haven't heard anything firm from Harbor and Valley is holding out. There needs to be an evaluation of programs and the money that we spend for 3CSN, AtD, EMOJA, and others. We have a lot of boutique programs but we want to see them expanded and applied to larger numbers of students. Unfortunately, our support supplemental instruction, which we know works, continues to be viewed as expensive.

Sustainability: The California State Universities (CSUs) are proposing a minor in Sustainability. They are considering developing a certificate of a few courses. Hanley read Trade's definition of sustainability: "*The ability to met the needs of today, without affecting the needs of tomorrow*". Gauthier mentioned there are new MQs for supply chain technology coming to through the ASCCC discipline MQ process this spring.

1st VP – Equivalency, DBC and Sustainability Institute: Beaulieu reported that in terms of equivalency they are still quite busy with individual cases. Some of them have spun into curricular issues with English and ESL. There are two intransigent chairs one at Pierce, another at Valley. The discipline faculty are meeting in a week or so. The English ESL issue will come up whether the discipline faculty (which is what E-65 says) or the department chairs decide. The DAS may have to decide the issue.

DBC: The committee met last week, but did not take any steps to decide on a funding formula to distribute the equity money. A proposal will be coming back from the DBC Exec to the next DBC meeting. They also have to look at the distribution of growth money and whether it will have an equity component. They tried to increase an incentive to grow without taking a risk. Enrollment is shaping up pretty well across the District, but running slightly behind last year. The committee talked about the Faculty Obligation Number (FON). Another issue is what to do about the \$15 million sheriff contract in regards to the general allocation money. One possibility is to roll that into base funding, so colleges don't have to worry about that funding changing from year to year. Southwest has a relatively large percentage of the total sheriff cost. If you factor in Maintenance and Operations as a basic expense, then less of your funding is coming on an FTES basis, which hurts the large schools and helps smaller schools. We are trying to figure out a way to do this fairly. McMurray and Callender stated there doesn't

seem to be an active sheriff presence; they have many cadets on the campus, but the sheriffs are rarely seen. McMurray added the emergency boxes are not working at Harbor. There will be an April 8 meeting at City on safety and emergency preparedness as part of Trustee Svonkin's Blue Ribbon panel. Brown reported that at Pierce faculty have been told they need to have both liability coverage and security for any speakers invited to come on campus. She added that several years ago that would never happen. Callender talked about facilities issues and security issues (line of sight within the library) at Southwest. Beaulieu stated he would bring it up the sheriffs' issue at the DBC meeting.

2nd VP – Curriculum – BR 6700, E-65 Task Force report: Atondo was absent but Gauthier asked DAS members to review a copy of the E-65 draft, which is an attempt to codify curriculum processes. Exec members were asked to inform Atondo if anything was missed. The idea is to lay out approval processes for programs, courses, and curriculum.

BR 6700: This is the grading progress academic renewal. DAS members have this month and April to take this back to local senates and provide feedback to the DCC. Tentatively the DAS will try to meet at the LACCD office for our May meetings.

Treasurer's report: None given.

Adjourn: Meeting was adjourned at 1:22 pm.

Minutes submitted respectfully by DAS Secretary Angela C. Echeverri