

District Academic Senate Executive Committee

Friday, February 5, 2021

9:30 a.m. to 12:00 p.m.

Zoom URL: <https://lacc.zoom.us/j/95616814755>

Meeting ID: 956 1681 4755

MINUTES

Attendance

	Present
Officers	Angela Echeverri (President), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian)
City	Michael Kalustian
East	Jeffrey Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	
Trade	Artemio Navarro
Valley	Chauncey Maddren
West	
Guests	Adrienne Brown (Harbor), Jessica Drawbond (Southwest), Christopher Garcia (East), Gisela M. Herrera (East), Tara McCarthy (Pierce)

Call to Order:

President Angela Echeverri called the meeting to order at 9:32 a.m.

Approval of the Agenda:

The agenda was adopted as amended – *Reorder agenda to move Administrative Retreat Rights from Action Items to Noticed Motions*

(Anderson/Hernandez) **M/S/P**

Approval of the Minutes:

The minutes of the January 22, 2021 meeting were approved as written

(Hernandez/Anderson) **M/S/P**

Abstention: Freitas

Public Speakers: None

Action Items

Motion from District Curriculum Committee on Use of ECD in Spring 2021:

The use of ECD in its current read-only mode to download CORs as Word documents, for required updates to curriculum, determined locally, in spring 2021: C-ID required

31 updates; Title 5-required course outline updates or requisite updates; for new course
32 requests required for grant-funded program proposals; and for required updates to
33 ADT degrees. DCC reaffirms the rights of local senates and curriculum committees to
34 postpone routine, non-urgent curricular updates until the transition of curriculum
35 from ECD to eLumen
36 (Akl/Atondo) M/S/P - as amended
37

38 Atondo gave some background on this motion, stating that its intent was to help new
39 curriculum chairs receive guidance from the District Curriculum Committee (DCC) and
40 the District Academic Senate (DAS) regarding using the LACCD Electronic Curriculum
41 Development system (ECD) in a read-only format until eLumen goes live. The nature of
42 the guidance would include identification of the kinds of curriculum updates which
43 would be necessary and advisable this Spring Semester. Explicit examples of required
44 updates were provided. Hernandez noted that DAS would lend its support to what DCC
45 decides, and DCC's decision is a reaffirmation of what is determined by local senates
46 and curriculum committees. Discussion included motions to state that the District
47 Academic Senate Executive Committee (DAS Exec) endorses DCC's support of and
48 guidance for local senates and their curriculum committees while the colleges continue
49 their transition to eLumen.
50

51 **MOTION: Amend to reference articulation – “...in spring 2021: articulation; C-ID
52 required updates...”**

53 (Freitas/Atondo) M/S/P

54 **Abstention:** Kalustian
55

56 **MOTION: Amend to add – DAS Exec supports the DCC recommendation on the use of
57 ECD in Spring 2021**

58 (Maddren/Hernandez)

59 **WITHDRAWN** by the maker of the motion
60

61 **MOTION: Reconsider the amendment**

62 (Freitas/Hernandez) M/S/P

63 **Abstention:** Kalustian
64

65 **MOTION: Amend as follows – DAS Exec supports the DCC motion on the use of ECD in
66 its current read-only mode in spring 2021 and will present a resolution for
67 consideration to the DAS to that effect.**

68 (Maddren/Hernandez) M/S/P

69 **No:** Kalustian
70

71 **PARLIAMENTARY INQUIRY:** Could DCC place this item on the DAS agenda?

72 Atondo stated that DCC actions go to the DAS Exec and then to DAS.
73

74 **Lack of Collegial Consultation on Unclassified Tutor and Student Tutor III**
75 **Classifications**

76 ~~**Lack of Collegial Consultation on Unclassified Tutor and Student Tutor III**~~
77 **Classifications** (amended)

78 (Hernandez/Maddren) **M/S/P – as amended**

79

80 **MOTION: Amend title, incorporate student tutor IV, and make other minor corrections**

81 (Hernandez/Maddren) **M/S/P**

82

83 Freitas recommended discussion of this item at the next consultation since this is not
84 the first time that the actions of the Personnel Commission have had an impact on areas
85 which are the purview of the senate. There is currently no governance structure which
86 would identify such potential issues.

87

88 **Administrative Retreat Rights Policy Language - By consensus, moved to Noticed Items**

89

90 **Noticed Items**

91

92 **Administrative Retreat Rights Policy Language**

93

94 **MOTION: Recommend to the DAS the procedures without the “Grandfather’s Clause”**
95 **to be noticed at its February 11, 2021 meeting**

96 (Hernandez/Freitas) **M/S/P**

97

98 Brent provided background, identified key points of the draft Board Policy, and cited
99 Education Code and case law (§87454, §87458, *Wong v. Ohlone College*). At issue is a
100 proposed “grandfather’s clause” which would require the LACCD to create a tenure-
101 track position for retreating administrators (not terminated for cause under Education
102 Code §87732) who did not have faculty tenure in the District. Echeverri reported that
103 the task force had been meeting for a year, but is close to completion. She stated that
104 the representative from Teamsters 911 (representing the District deans), argued that
105 members of his unit had been promised retreat rights upon hire. Echeverri recounted a
106 conversation she had with LACCD Chancellor Francisco Rodriguez, and said that he
107 wished to review the draft Board Policy (BP). When administrators retreat to colleges,
108 there can be disruptions to the colleges, to the budgets, to the departments and the
109 faculty members in them, as well as to the faculty hiring prioritization process. There
110 was discussion about a possible annual cap to the number of retreating administrators.
111 This item will be placed on the February 16, 2021 consultation agenda.

112

113 Kalustian discussed the worth and meaning of tenure. It is a lifetime appointment as
114 well as an affirmation that a faculty member is an expert in his/her field. Creating a
115 faculty position for retreating educational administrators without faculty tenure in the
116 District would be unfair to tenured faculty who, should they wish to transfer to another
117 college in the LACCD, must place their names on the transfer list and go through the

118 interview process with other applicants for a faculty position. Thus, those
119 administrators would have greater access to a tenured faculty position than would
120 tenured faculty. He further noted the potential disruption, especially for small
121 departments which may not see a tenure-track position come up except every 10-15
122 years. Should retreat rights be written into an employment contract of an
123 unrepresented educational administrator, that is another issue. However, there is no
124 such language in the Teamsters' contract.

125

126 Hernandez and Freitas observed that mutual agreement is required in the question of
127 administrator retreat rights, but the agreement is between the DAS and the Chancellor
128 who is the designee of the governing board. Thus, conversations should be with the
129 Chancellor.

130

131 **Discussion Items**

132

133 **Planning for:**

134

- 135 • **DAS Meeting on February 11, 2021**
- 136 ○ **DAS Election Procedures**
- 137 • **Spring 2021 District Discipline Day on February 26, 2021**
- 138 • **Spring, Summer, and Fall Semesters**
- 139 • **Spring 2021 ASCCC Plenary Session**

140

141 Echeverri stated that proposed changes to the election procedures will go to DAS at its
142 February 11, 2021 meeting. Since DAS will be meeting remotely for the foreseeable
143 future due to the COVID-19 pandemic, current election procedures need to be updated
144 to provide for an electronic election. Anderson volunteered to serve on the
145 Nominations and Elections Committee. She will join Hernandez, Kalustian, Maddren,
146 and Stewart on that committee. Echeverri will forward the previous paper election
147 procedures to the Nominations and Elections Committee for review and revision.
148 Election Buddy was suggested as the electronic voting platform.

149

150 Echeverri announced that LACCD Board President Steven Veres and LACCD Chancellor
151 Francisco Rodriguez will be on the agenda of DAS Discipline Day, February 26, 2021.
152 Vice Chancellor of Educational Programs and Institutional Effectiveness (EPIE) Ryan
153 Cornner will present a report on District enrollment patterns. Possibly, there will be a
154 speaker on equity. Due to the illness of El-Khoury, Echeverri and Brent have assumed
155 some of the planning. Breakout sessions will include, among others, early math
156 education, Math, and ideas for teaching science classes online.

157

158 The ASCCC (Academic Senate for California Community Colleges) Spring 2021 Plenary
159 Session will be held virtually on April 15-17, 2021. Senate Presidents are requested to
160 forward names of potential attendees, likely a total of 10 per college (including the
161 Senate President), and the DAS Officers.

162

163 Echeverri further reported that the LACCD will be online for the 2021 Summer Session
164 and mostly online for the 2021 Fall Semester. She will request an update on the Ethnic
165 Studies requirement from the ASCCC. In addition, minimum qualifications (MQs) need
166 to be determined for Asian American Studies and Native American Studies. Hernandez
167 observed that David Song, a faculty member at East, could help develop and propose
168 the MQs. Freitas suggested that the LACCD could then join with another district in the
169 proposal to revise the disciplines list. He will check the state curriculum inventory.
170 Brown stated that there are no full-time faculty teaching Native American Studies.
171 Anderson noted that the concern at Pierce is that an instructor of African American
172 History does not meet the MQs to teach the applicable course to fulfill the Ethnic
173 Studies requirement. Echeverri suggested the following options: 1) Equivalency for the
174 instructor; 2) Propose a revision to the disciplines list.

175

176 **Request for DAS Representation on FIT (Fiscal Intervention Teams)**

177

178 Echeverri reported that there will be four FIT meetings this month – Harbor, Mission,
179 Pierce, and Southwest. Hernandez volunteered to be the DAS representative for Pierce;
180 Akl for Southwest; Anderson for Harbor; and Maddren for Mission. Representatives to
181 FIT would not be able to serve on the team for their own college. However, there was
182 concern regarding a District suggestion that volunteers for FIT should be from colleges
183 which are not currently in a budget deficit. Hernandez noted that the role of the DAS
184 representative on FIT is related to process and input, e.g., to determine if faculty had
185 been consulted; theirs is an oversight function. There is basic budget training on the
186 LACCD District Budget Committee (DBC) website on how budgeting works, and the
187 LACCD Chief Financial Officer (CFO) website has a page with two items related to the
188 budget allocation model. The first is a presentation from 2017 that will be helpful for
189 self-training purposes. The other is the budget allocation model adopted in 2019.

190 [https://www.laccd.edu/Departments/CFO/budget/BudgetReports/Pages/District-
191 Allocation-Model.aspx](https://www.laccd.edu/Departments/CFO/budget/BudgetReports/Pages/District-Allocation-Model.aspx)

192

193 **Action Plan for DAS Goals in 2020-2021** – no further discussion

194

195 **DAS Academically Speaking Newsletter Spring 2021**

196

197 Echeverri encouraged the submission of college reports and other articles, e.g., Guided
198 Pathways and Distance Education, for the DAS Newsletter, *Academically Speaking*. She
199 would like to publish the newsletter in April and, thus, would like article submissions by
200 early March. The Chancellor mentioned that funds should be available related to
201 COVID-19 relief packages. The District is currently in conversation with the AFT Faculty
202 Guild on how to better support and compensate faculty for additional work.

203

204 **Request to Roll Over Unused Professional Development Funds to Next Year**

205

206 Maddren reported that Valley is having the same issue as last year when the pandemic
207 first hit, i.e., conferences are virtual, are no-cost or low-cost, there are no travel
208 expenses, etc. As it is not prudent to spend all of the funds now, Maddren wondered if
209 the DAS could adopt a position to request that the Chancellor permit roll over of unused
210 funds. Echeverri will place this item on the consultation agenda now for possible
211 resolution later.

212

213 **Counseling Faculty Recommendations on Degree Audit**

214

215 Echeverri shared the recommendations from the LACCD Counseling Chairs related to
216 Degree Audit. Atondo forwarded a response from Betsy Regalado, Associate Vice
217 Chancellor of EPIE. The intent of the recommendations is to make the systems as
218 efficient as possible for our students. Therefore, the Counseling Discipline Chair,
219 Christopher Garcia, wanted to bring this information to DAS. There are challenges
220 related to consultation with and communication to counseling faculty regarding student
221 services-related operations. Now that Degree Audit is live, there are errors which have
222 been identified by the faculty as well as issues which the faculty have determined are
223 confusing to students. The joint Corner/Echeverri memorandum from 2019 agreed on
224 clarification of roles and purview between the faculty and the classified graduation
225 evaluators. Atondo went on to report concerns from the LACCD Articulation Officers,
226 noting that degree audit systems are designed for terminal degree institutions, and are
227 not suited for 2-year institutions where students can take multiple programs, degrees
228 (local and transfer), certificates, can use the LACCD GE (General Education) pattern,
229 CSUGE, or IGETC (California State University General Education; Intersegmental General
230 Education Transfer Curriculum) for their degrees, bring in external coursework, etc.
231 Senators noted that DAS needs to be part of the conversation and that the voices of
232 student services faculty should be heard.

233

234 **Request to ASCCC for Technical Assistance/Collegiality in Action Visit**

235

236 Echeverri discussed technical assistance with the Chancellor; she reported that he
237 expressed support. The primary areas that the DAS Executive members would like to
238 address include: 1) Local faculty hiring criteria, policies, and procedures; 2)
239 Development of curriculum and educational programs; 3) Student preparation and
240 success; 4) Processes for institutional planning and budget development. This focused
241 study is intended to provide a facilitated and structured opportunity to identify possible
242 areas of conflict or different interpretations of the law and regulations and to develop
243 ways to resolve the differences. It is conducted by one or two representatives of the
244 ASCCC and the CCLC (Community College League of California) over 4-6 hours, and
245 includes a basic overview presentation as well as separate meetings with the faculty,
246 trustees, and administration. A written advisory report is provided by the assistance
247 team to the district within six weeks. It is anticipated that this visit will occur sometime
248 this spring. Echeverri reported that she mentioned this technical assistance/collegiality
249 in action visit to Joanne Waddell, President of the AFT Faculty Guild Local 1521, and that

250 Waddell was supportive of DAS. The union has a lawsuit against the LACCD over AB 705
251 implementation and lack of consultation; it is ongoing.

252

253 **Update on Ethnic Studies General Education Requirement**

254

255 Atondo reported that we are awaiting revisions to Title 5 as well as the feedback from
256 conversations at the State level.

257

258 **Sexual Harassment Training**

259

260 Echeverri noted that the training which the faculty was directed to complete was
261 developed by the state as a state requirement. Concerns about the quality of the
262 training by the DAS Exec were conveyed to Victoria Friedman of the LACCD Office of
263 Diversity, Equity and Inclusion (ODEI). Anderson observed concerns related to both the
264 content of the training as well as the transparency of the complaint process. She
265 suggested a task force who can meet with Victoria Friedman to discuss concerns.
266 Echeverri recommended that faculty interested in serving on such a task force be
267 identified. A meeting can then be convened with Friedman, ODEI Director Brittany
268 Grice, and Pierce Sociology faculty member Anna Bruzzese.

269

270 **Faculty Hiring and Diversity**

271

272 Hernandez and Kalustian had expressed interest in developing policies and procedures
273 to increase diversity in faculty hiring for the LACCD. The Academic Senate at East was
274 working on a model which could be brought forward later, in anticipation for the
275 process for both full-time and part-time hires in Fall 2022. Hernandez will advise.

276

277 **Professional Development College Future Direction: Support for Hard-to-Convert 278 Classes, AB 705, Online Instruction and Services, other**

279

280 Brent reported that the Professional Development College (PDC) was changing to be
281 more of an umbrella for professional development in the District. Representatives from
282 the Charter School of Education from California State University Los Angeles have been
283 invited to discuss possible collaboration with the PDC. Anderson reported that Pierce
284 had a new Professional Development Coordinator.

285

286 **Diversity, Equity, and Inclusion Statement**

287

288 Hernandez shared a statement which had been adopted by the Academic Senate at East
289 L.A. College, and referred to an ASCCC resolution passed at the Fall 2019 Plenary. He
290 offered to revise this document to present at a future DAS Exec meeting, noting that
291 such a statement could lead to a more intentional approach to diversity, equity, and
292 inclusion.

293

294 **Other Concerns: Accreditation, Board Rules Project, Website Redesign**

295

296 Freitas reported that review of Board Rules/Board Policies related to student services
297 has begun.

298

299 **Reports**

300

301 **• Officer Reports**

302

303 **President**

304

305 Echeverri reported that the contract of Chancellor Rodriguez, with a retreat rights
306 clause, has been renewed to 2024. She observed that almost a year has gone by since
307 the COVID-19 pandemic began, and that faculty are overwhelmed. She encouraged
308 everyone to strive to do well but not try to be perfect, and thanked the Senators for
309 their support, leadership, and hard work.

310

311 **1st Vice President** – no report

312

313 **2nd Vice President**

314

315 Atondo thanked Echeverri for all her work as well as her words of encouragement to the
316 faculty. She reported that DCC will meet in late February. She reminded the Senators
317 that this body asked to form a student services workgroup. Coming soon will be a draft
318 administrative procedure related to graduation applications.

319

320 **Treasurer** – no report

321

322 **• Other Reports:**

323

324 *** DBC**

325

326 Echeverri reported that the District Budget Committee (DBC) will meet on February 10,
327 2021. She thanked all of the faculty who volunteered to serve on the Fiscal Intervention
328 Teams (FIT).

329

330 *** TPPC** – no report

331

332 *** Academic Technology** – no report

333

334 *** Professional Development College** – previously reported

335

336 *** Hard-to-convert courses** – no report

337

338 * **DE Training Workgroup**

339

340 Drawbond reported that the LACCD will continue to offer two courses for Distance
341 Education (DE) certification as well as DE workshops. The course Humanizing Online
342 Learning is offered through the California Community College Chancellor's Office Vision
343 Resource Center. This course will be offered only once for now beginning February 22,
344 2021. She referred the Senators to the LACCD faculty resource Canvas shell which
345 contains technical tips as well as answers to questions related to the use of cameras in
346 class.

347

348 * **Guided Pathways**

349

350 Brown referred to the National Center on Intensive Intervention Memorandum of
351 Understanding (NCII MOU). Each campus has set up a design team; there are 3 primary
352 areas set up at the District. The contract with NCII runs to June of 2022. Campuses will
353 report out on their progress at the February 24, 2021 Guided Pathways meeting.

354

355 * **Others**

356

357 Echeverri was pleased to announce that Dr. James McKeever, Sociology faculty member
358 from Pierce, is a 2021 ASCCC Hayward Award winner for Excellence in Education.

359

360 **Upcoming Meetings:**

361

362 **District Budget Committee:** Wednesday, February 10, 2021 – Zoom

363 **DAS Meeting:** Thursday, February 11, 2021 – Zoom

364 **Consultation:** Tuesday, February 16, 2021 – Zoom

365 **Board Standing Committees:** Wednesday, February 17, 2021 – Zoom

366 **District Discipline Day:** Friday, February 26, 2021 – Zoom

367 **LACCD Board Meeting:** Wednesday, March 3, 2021 - Zoom

368 **DAS Executive Committee:** Friday, March 5, 2021 – Zoom

369 **ASCCC Area C Meeting:** Saturday, March 27, 2021, 2021 – Zoom

370 **ASCCC Spring 2021 Plenary Session:** April 15-17- 2021

371

372 **Adjournment**

373 (Hernandez/Atondo) **M/S/P**

374 The meeting was adjourned at 11:57 a.m.

375

376 Respectfully submitted by Lourdes M. Brent, DAS Secretary