

District Academic Senate Meeting

Thursday, February 9, 2023

1:30 p.m. to 3:30 p.m.

Zoom URL: <https://laccd.zoom.us/j/94567699978>

Meeting ID: 945 6769 9978

MINUTES

Attendance – Senate Presidents in parentheses

	Present
Officers	Angela Echeverri (President), Anna Nicholas (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian)
City	(Mickey Hong), Donna Morley, Joseph Ferrerosa
East	(Jeffrey Hernandez), David Hale, Cynthia Orozco, Jean Stapleton
Harbor	
Mission	(Carole Akl), Tracy Harkins, Esmeralda Montes, Ashley Sparks-Jamal
Pierce	(Barbara Anderson), Jamie Langan, Margarita Pillado, Sabrina Prieur, Eddie Tchertchian
Southwest	(Robert L. Stewart, Jr.), Naja El-Khoury, Katrin Wilson
Trade	
Valley	(Chauncey Maddren), Kathryn Queen, Kevin Sanford
West	(Patricia Zuk), Grace Chee, Anthony Cuomo
Guests	Wendy Bass-Keer (Pierce), Adrienne Brown (Harbor), Jeremy Jankans (West), George Leddy (Valley), Jason Librande (West), Erum Syed (Southwest)

Call to Order:

District Academic Senate President Angela Echeverri called the meeting to order at 1:35 p.m.

Resolution on Meeting by Teleconferencing as Allowed under AB 361

(Nicholas/Chee) **M/S/P – approved by unanimous consent**

Approval of the Agenda:

The agenda was adopted as amended

(J. Hernandez/Nicholas) **M/S/P**

MOTION: Add the following under Discussion - Change to Districtwide registration timeline

(J. Hernandez/Freitas) **M/S/P**

27 **MOTION: Add the following as an Action Item - Recommend that the Office of**
28 **Diversity work with the DAS PD College in developing and sponsoring Culturally**
29 **Competent Faculty Professional Development activities.**

30 (J. Hernandez/Nicholas) **M/S/P**

31

32 **MOTION: Move the following discussion item to the top of the agenda - Lecture/Lab**
33 **as One Class/ Two Assignments**

34 (J. Hernandez/Hale) **M/S/P – by unanimous consent**

35

36 **Approval of the Minutes:**

37 The minutes of the December 8, 2022 meeting were approved as written.

38 (Ferrerosa/Nicholas) **M/S/P – by unanimous consent**

39

40 **Public Speakers:** None

41

42 **Discussion: Lecture/Lab as One Class/ Two Assignments**

43

44 At some colleges in the LACCD, certain classes requiring a lecture and a lab component,
45 such as in the languages disciplines and the sciences, offer these components as
46 separate classes and others as one course. Senate matters would include curriculum
47 and union matters seniority issues. After much discussion, the consensus was that
48 flexibility and the needs of students and the departments would be paramount in the
49 decision to offer the courses as one class or to separate them.

50

51 **Action Items**

52

53 Without objection, the following action item was taken out of order

54

55 **1. Recommendation on HyFlex training: The District Distance Education Committee**
56 **recommends that instructors teaching HyFlex are required to 1) be Distance**
57 **Education-certified (by completing Introduction to Teaching with Canvas and**
58 **Introduction to Online Teaching and Learning or the equivalent) and 2) complete**
59 **additional HyFlex training (2 hours in-person and an online component) and earn the**
60 **LACCD HyFlex training digital badge Access – Online Education and Academic**
61 **Technology Committee (OEATC)**

62

63 **MOTION: Amend as follows – “...2) complete additional HyFlex training (up to 2 hours**
64 **in-person and an online component)...”**

65 (Anderson/Maddren) **M/S/P**

66 **No:** J. Hernandez

67 **Abstain:** Harkins

68

69 **Perfected motion:**

70 **Recommendation on HyFlex training: The District Distance Education Committee**
71 **recommends that instructors teaching HyFlex are required to 1) be Distance**
72 **Education-certified (by completing Introduction to Teaching with Canvas and**
73 **Introduction to Online Teaching and Learning or the equivalent) and 2) complete**
74 **additional HyFlex training (up to 2 hours in-person and an online component) and earn**
75 **the LACCD HyFlex training digital badge Access – Online Education and Academic**
76 **Technology Committee (OEATC)**

77 **M/S/P – as amended**
78 **No:** Harkins, J. Hernandez

79
80 **2. DAS Resolution on Mass Shooting and Gun Violence**
81 **(J. Hernandez/Anderson) M/S/P – approved unanimously**

82
83 **3. Proposed ASCCC Resolution on Status of Lifelong Learning and Self Development in**
84 **California Community Colleges**
85 **(J. Hernandez/Nicholas) M/S/P – approved by unanimous consent**

86
87 **4. AP 4023: Program Approval update - Update to include Baccalaureate Degree**
88 **Programs – from DCC**
89 **M/S/P – approved by unanimous consent**

90
91 This item was approved at DCC (District Curriculum Committee) and DAS Exec (District
92 Academic Senate Executive Committee) and has gone through consultation without
93 additional feedback.

94
95 **5. Update to AP 4105: Distance Education and Appendix A-LACCD Regular and**
96 **Substantive Interaction Guidelines – from DAS Exec**
97 **M/S/P - approved by unanimous consent**

98
99 This revision of AP 4105 is intended to: 1) align with recent revisions to Title 5 (regular
100 and substantive interaction); 2) clarify interaction between students as not mandatory
101 for every course; 3) establish the ability of DAS to create appendices for revisions; 4)
102 provide additional language on accessibility.

103
104 **6. AP 4235: Credit for Prior Learning update - Update to include language on AP 4235**
105 **Appendices; Appendix A-Military Credit Guidelines; Appendix B-Defense Language**
106 **Proficiency Test; Appendix C-DSST Exam Credit – from DCC and DAS Exec**
107 **Approved by unanimous consent**

108
109 There will be a breakout session on this topic at Discipline Day on March 17, 2023.

110
111 **7. AP 4260: Prerequisites and Corequisites Update – from DCC**
112 **Approved by unanimous consent**

113

114 This item has gone through consultation with no additional feedback.
115
116 **8. Revise AP 5010: Admissions (amend existing AP to incorporate E-107 language) -**
117 **(J. Hernandez/Harkins) M/S/P - approved by unanimous consent - as amended**
118
119 **MOTION: Amend #6, Incoming Transcripts (from E-107) as follows – “Transcripts used**
120 **for Pre-requisites can be hand delivered by students to admissions or the ~~General~~**
121 **appropriate Counseling Office...”**
122 **(Brent/Freitas) M/S/P - approved by unanimous consent**
123
124 **9. New AP 5011: Admission and Concurrent Enrollment of High School and Young**
125 **Students – DAS Exec**
126 **Approved by unanimous consent**
127
128 **10. New AP 5012: International Students; AP 5200: Student Health Services; AP 5420:**
129 **Associated Students Finance – DAS Exec**
130 **Approved by unanimous consent**
131
132 This item was approved by the Student Affairs Committee.
133
134 **11. Approve the revised AP 7211 Faculty Service Areas, Minimum Qualifications, and**
135 **Equivalencies; Approve the Appendix to AP 7211, LACCD General Education**
136 **Equivalency Approval Form – Equivalency Committee and DAS Exec**
137 **Approved by unanimous consent**
138
139 **12. Revision of Course to Discipline Crosswalk – from Equivalency Committee**
140 **Approved by unanimous consent**
141
142 **13. Ratify the LACCD Noncredit Disciplines Committee’s Noncredit Equivalency**
143 **Worksheet – from Equivalency Committee**
144 **Approved by unanimous consent**
145
146 **14. Approve LACCD DAS CTE (Credit/Noncredit) Discipline Equivalency Reviewer**
147 **Recommendation Form – from Equivalency Committee**
148 **Approved by unanimous consent – as amended**
149
150 **MOTION: Amend the Ethnic Studies requirement (page 2 of this document) to include**
151 **“when implemented by the LACCD, and no later than Fall 2024...”**
152 **(Freitas/Nicholas) M/S/P - approved by unanimous consent**
153
154 **15. Motion to recommend that the Office of Diversity work with the DAS PD College**
155 **in developing and sponsoring Culturally Competent Faculty Professional Development**
156 **activities.**
157 **(J. Hernandez/Hale) M/S/P - approved by unanimous consent**

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State funding has been sent to the districts for this purpose – in the case of the LACCD, to its Office for Diversity, Equity and Inclusion. This will be a consultation item.

Noticed Items

1. Election Procedures for May 11, 2023

The Nominations and Elections Committee will send out information about the process.

2. Revisions to AP 4105 Distance Education to align with recent changes to title 5 and to allow the establishment of appendices

The agenda was revised to include this item for action and was approved.

3. Notice Approval of AP 5411 Eligibility for Associated Student Organization Offices, and concurrently approved for notice at the September 8 DAS meeting the rescission of Administrative Regulation S-9 Eligibility for Associated Student Organization Office.

Reports

- **Officer Reports**

President

Echeverri reported that Sara Hernandez replaced Ernie Moreno for Trustee Position 4. David Vela is the new Board President; Kelsey Iino and Nichelle Henderson are the Vice Presidents. Committees which must meet the Brown Act requirements will be meeting in-person. The DAS will be meeting at L.A. City College on March.

1st Vice President

- District Discipline Day**
- Equivalency**

DAS 1st VP Report for the DAS meeting on February 9, 2023 (Anna Nicholas)

Since my last report, the Equivalency Committee met on 12/12/2022. The committee reviewed three equivalency requests, one from Art/Museum Studies, one from Law, and one from Coaching. The committee voted unanimously to grant the applicant equivalency in Art/Museum Studies based on their documentation, including the Verification of Experience (VOE). The committee then voted unanimously to deny the applicant equivalency in Law based on the insufficient number of units on their transcript. And, the committee voted unanimously to grant the applicant equivalency in Coaching based on provided documentation indicating eminence in the field.

201 The committee also unanimously approved changing the time of Spring 2023 Equivalency
202 Committee meetings from 1-3 p.m. to 2-4 p.m.

203 The committee generated a first draft of the 2023 District Discipline Day schedule, which was
204 then reviewed and modified by the DAS Executive Committee. A major change in comparison to
205 previous years was to prioritize the work of the District Discipline Committees. This was done in
206 response to the feedback we received after previous Discipline Days. Since then, I emailed the
207 chairs of the District Discipline Committee to inquire if their committee is planning to meet. If
208 you are aware of any chairs who have not received my message, please ask them to contact me,
209 as we want to make sure everyone who wants to participate is included.

210 The Administrative Retreat Rights Workgroup met on Thursday, 1/26/2023 and discussed
211 questions that will be submitted to the AFT lawyer by Elizabeth Thornton, the AFT rep on the
212 workgroup. In addition, the workgroup reviewed a draft of the BP 7250: Educational
213 Administrators Retreat Rights with changes proposed by Valley and provided feedback.

214 The next meeting of the Administrative Retreat Rights Workgroup is on Thursday, 2/23 at 1:30
215 pm on Zoom.

216 The next meeting of the Equivalency Committee is on Monday, 2/13 at 2 pm on Zoom. The
217 remainder of our meetings this semester, on 3/13, 4/10 and 5/28 are scheduled to be held at
218 ESC- 6th Floor Conference Room #617.

219

220 **2nd Vice President**

221 **AB 928 and AB 111 Updates**

222 **DCC**

223 **eLumen**

224

225 Atondo reported that the District Curriculum Committee will meet in two weeks, and
226 will continue to work on eLumen challenges. Two upcoming challenges will be CalGETC
227 and common course numbering.

228

229 **Treasurer – no report**

230

231 **Secretary**

232

233 Brent reported on ongoing efforts related to DAS website migration.

234

235 **Standing & Ad Hoc Committee Reports**

236

237 **• Professional Development College**

238

239 Brent reported that there will be a March 10, 2023 seminar on Equally Effective
240 Alternate Access Plans (EEAAP), ongoing collaboration with the Sustainable
241 Environment Institute (SEI), and seminars on learning loss. The PDC is also

242 looking into ways to accommodate the request from DAS to assume the faculty
243 lead on Project MATCH.

244

- 245 • **Administrator Retreat Rights** – no report
- 246 • **Online Education and Academic Technology** – no report
- 247 • **District Budget**

248

249 Echeverri reported on a possible change to the base allocation and the allocation
250 model.

251

- 252 • **District Planning**

253

254 Echeverri reported on progress toward a new strategic plan for the LACCD.

255

- 256 • **Guided Pathways** – no report
- 257 • **Others**

258

259 **Discussion Items**

260

261 **1. Planning for 2022-2023:**

262

- 263 • **ASCCC Events**
- 264 • **LACCD Events: In-person Meetings, ASCCC local visits on DEI and Curriculum,**
- 265 **District Discipline Day, Professional Development College, Sustainable**
- 266 **Environment Institute, DAS Officer Elections**

267

268 The State Academic Senate Spring Plenary will be in-person in Anaheim on April 20-23,
269 2023. Visits to local senates from the ASCCC related to diversity, equity and inclusion
270 are scheduled for March 24, 2023.

271

272 **2. Change to Districtwide Registration Schedule Timeline**

273

274 The LACCD administration combined registration for Summer and Fall and collapsed the
275 number of enrollment tiers. The decision was reported to be enrollment-driven.
276 However, this action should be reviewed for Winter/Spring.

277

278 **3. COVID-19 Update:**

279

- 280 • **Brown Act Meeting Requirements;**
- 281 • **Instructional Delivery;**
- 282 • **Safety Requirements;**
- 283 • **Other items**

284

285 The DAS, Exec, and its standing committees will use the traditional Brown Act when the
286 state of emergency ends on February 28, 2023. Current instruction modality is
287 approximately 50% in-person and 50% online. The District is following Los Angeles
288 County Health requirements.

289

290 **MOTION: *Extend the meeting by 15 minutes***

291 (Tchertchian/Anderson) **M/S/P**

292 **NO:** Ferrerosa

293

294 **4. Enrollment and Budget Update: Budget Allocation Formula**

295

296 The LACCD is down in enrollment, and has lost approximately one-third of its peak
297 enrollment. The state budget hold harmless provision ends in 2025, but, arguably,
298 needs to be extended.

299

300 **5. AB 705 and AB 1705 Update:**

301 • **Impact of Learning Loss due to COVID-19**

302 • **AB 705/1705 Task Force-Requests**

303 • **Other Issues**

304

305 The District task force will meet on February 10, 2023, and there will be a statewide
306 webinar on Tuesday, February 14th.

307

308 **6. Academic Administrator Retreat Rights Policy**

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310 The Senators were referred to the documents in Board Docs.

311

312 **7. Digital Badging Training and Approval Process**

313

314 No update was presented as the Distance Education representatives needed to attend
315 another meeting.

316

317 **8. District Governance Council to Vet and Make Recommendations on Non-10+1** 318 **Matters - Discussion of next steps**

319

320 There was a recommendation to establish a district governance council, similar to a
321 college council at the campuses.

322

323 **9. Moratorium on Creation of New Subjects in Anticipation of State Common Course** 324 **Numbering System**

325

326 With the anticipated implementation of AB 1111, it was recommended that no new
327 subjects be created for now.

328

329 **10. Alignment of Curriculum: Aligning content, objectives, and requisites of courses**
330 **with the same subject prefix and number; Aligning District Courses & Units with C-ID**

331

332 **11. Proposed Board Policy 6305: Reserves and Chancellor’s Office Memorandum FS**
333 **22-03**

334

335 There was a recommendation from the State Chancellor’s Office that colleges retain
336 balances equal to two months of operating expenses. This amount is in addition to
337 district reserves. However, this was not a directive but only a recommendation from
338 the State. The DAS requested that a related proposed Board Policy be pulled from the
339 Board agenda.

340

341 **12. Concerns about AB 928: Student Transfer Achievement Reform Act of 2021**

342

343 There are no updates.

344

345 **13. Lecture/Lab as One Class/ Two Assignments – previously discussed**

346

347 **14. Legislative Update: AB 1111: Common Course Numbering; Proposed legislation**

348

349 There have been no new developments.

350

351 **15. Update on Joining California Virtual College-Online Education Initiative (CVC-OEI)**

352

353 An update is anticipated shortly.

354

355 **Future Dates and Upcoming Events:**

356

357 **District Budget Committee:** Wednesday, February 8, 2023

358 **District Equivalency Committee:** Monday, February 13, 2023, 2-4 p.m. – Zoom

359 **DAS Consultation Meeting:** Tuesday, February 14, 2023 2-3:30 p.m. – Zoom

360 **Board Standing Committees:** Wednesday, February 15, 2023 Hybrid Meeting – Hybrid

361 **District Curriculum Committee:** Friday, February 24, 2023 11:00 a.m. - 1:00 p.m. – Zoom

362 **LACCD Board Meetings:** Wednesday, March 1, 2023

363 **DAS Executive Committee Meeting:** Friday, March 3, 2023 at CITY – In-Person

364 **District Academic Senate Meeting:** Thursday, March 9, 2023 at CITY-In Person

365 **ASCCC Spring 2023 Plenary Session:** April 20-23, 2023-Anaheim, In-person Event

366

367 **Adjournment**

368 The meeting was adjourned at 3:48 p.m.

369

370 Respectfully submitted by Lourdes M. Brent, DAS Secretary