

# District Academic Senate Executive Committee Meeting

Friday, December 4, 2020

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
<b>Officers</b>	Angela Echeverri (President), Naja El-Khoury (1 <sup>st</sup> VP), Elizabeth Atondo (2 <sup>nd</sup> VP), Lourdes Brent (Secretary), Robert Stewart (Treasurer), John Freitas (Parliamentarian)
<b>City</b>	
<b>East</b>	Jeffrey Hernandez
<b>Harbor</b>	
<b>Mission</b>	Carole Akl
<b>Pierce</b>	Barbara Anderson
<b>Southwest</b>	Robert Stewart
<b>Trade</b>	Artemio Navarro
<b>Valley</b>	Chauncey Maddren
<b>West</b>	Patricia Zuk
<b>Guests</b>	Wendy Bass-Keer (Pierce), Adrienne Brown (Harbor)

### Call to Order:

President Angela Echeverri called the meeting to order at 9:33 a.m.

### Approval of the Agenda:

The agenda was adopted as amended

Include the following: *DAS Executive Committee Retreat; Assessment for Math/English/ESL; Sheriff's Oversight Committee; Diversity, Equity, and Inclusion Statement*

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

### Approval of the Minutes:

The minutes of the November 13, 2020 meeting were approved as amended

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

**Public Speakers:** None

### Action Items

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**DAS Bylaws-revisions to Articles III (Election of DAS Officers & Senators) and IV (Vacancies and Successions)**

**MOTION: *Forward proposed revision and proposed amendment to Item C (voting eligibility) to DAS***

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

Abstention: El-Khoury

Freitas introduced the motion, explaining that the District Academic Senate Executive Committee (DAS Exec), acts as the Bylaws Revision Committee. Thus, DAS Exec would determine what revisions are brought forward to the full District Academic Senate (DAS) for them to consider. According to Article XIII of the current Bylaws, a ratification of two-thirds majority vote of the full DAS is required for revision. Echeverri explained that the proposed revision includes a change regarding who is eligible to vote for DAS Officers. Article III Section 1.b. of the current Bylaws states: “In order to vote in the election for DAS officers, a DAS representative is required to have attended a minimum of four regular DAS meetings (other than the election meeting) during the previous two years.” Therefore, in the current Bylaws, newly elected/appointed college representatives, who would not meet the DAS attendance requirement, would be ineligible to vote. El-Khoury wished to clarify that his suggested draft refers only to voting eligibility for DAS Officers, recommending that such voting eligibility language contained in the current DAS Bylaws should remain (attendance at a minimum of four regular DAS meetings [other than the election meeting] during the previous two years).

After discussion, the consensus was to send two proposed motions to the DAS. The only difference between the two motions would pertain to voting eligibility.

- 1) Keep the existing attendance requirement for voting for DAS officers in the bylaws – “...a minimum of four regular DAS meetings (other than the election meeting) during the previous two years.”
- 2) Change to “All District Academic Senate officers and college representatives are eligible to vote in elections.”

**Administrative Regulation E-89/AP 4105 – On Use of Video in Synchronous Classes**  
(Zuk/Anderson) **M/S/P**

Freitas reported that the District Curriculum Committee (DCC) had passed this item at its meeting, and he shared the latest document. The camera group, a task force of the Academic Technology Committee, also met to discuss this issue. He thanked the camera group for its work. A concern from DAS Exec was that proctored assessments are not protected in the document it had reviewed. The memorandum from the State Chancellor’s Office states that students may opt out of the video aspect in synchronous class participation and choose to participate via audio only. Freitas also announced that Wendy Bass-Keer from L.A. Pierce College will take over as chair of the Academic Technology Committee beginning in January of 2021. Bass reported that she will be

74 working with Associate Vice Chancellor Betsy Regalado to have a camera icon on the  
75 schedule of classes identifying those classes in which camera use would be required.

76

77 Discussion on this resolution included issues related to classes such as those in American  
78 Sign Language, dental hygiene, and the performing arts in which instructors must see  
79 their students for teaching and grading purposes. Some Senators also argued for the  
80 need for certain aspects to be clarified. Equity issues were raised such as students  
81 having insufficient internet bandwidth as well as accommodations for students with  
82 disabilities. Bass reported on an initial conversation with the LACCD Office of Diversity,  
83 Equity, and Inclusion (ODEI). Freitas reminded the Senators that language should not be  
84 too prescriptive, and that day-to-day implementation concerns could be addressed  
85 through FAQs (frequently asked questions). Members of the Exec discussed the  
86 possibility of giving students the option of submitting video asynchronously. Also  
87 discussed was the possibility of students opting out of a portion of the class  
88 requirements which need video. In that case, however, those students would not pass  
89 that part of the course objective. Suggested language to partially revise #3 of the draft  
90 included: "Should an assignment require video assignment required for the course  
91 objective, students may opt out at the forfeiture of that portion of their assignment."  
92 The Senators chose to notice the draft at DAS, ask the local senates to review, and then  
93 take action in March of 2021. Immediate concerns could be addressed with the  
94 memo/FAQs.

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#### 96 **FAQ on Use of Video in Synchronous Online Classes**

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

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99 Freitas explained that this item is intended to be used as a living document to answer  
100 questions. There is no intention to create policy or procedure through this document.

101

#### 102 **Academic Freedom Statement BP 4030 (Updated)**

103 (Hernandez/Anderson) **M/S/P – as amended**

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#### 105 **Revisions (new language underlined, omitted language struck through):**

106 ***(Beginning of Paragraph 1)*** "It is the policy of the Los Angeles Community College  
107 district that academic freedom is a right enjoyed by all members of the Los Angeles  
108 Community College District Community: faculty (tenured, non-tenured, and adjunct),  
109 students, ~~classified and administrative staff, and Trustees~~ staff, and administration..."

110 ***(Beginning of Paragraph 2)*** "~~The District encourages and supports an environment of~~  
111 ~~healthy and constructive debate and respects the right of all members of the Los Angeles~~  
112 ~~Community College District community to freely evaluate, criticize, and/or advocate~~  
113 ~~personal points of view. Furthermore...~~"

114

115 Freitas introduced this motion, reviewed relevant points, and reported concerns from  
116 Vice Chancellor Cornner that the academic freedom statement previously approved by  
117 the DAS did not meet the full accreditation standard of the ACCJC (Accrediting

118 Commission for Community and Junior Colleges). He suggested noticing the draft to  
119 DAS at its December 2020 meeting with anticipated action in March of 2021. This would  
120 permit review by the local senates. Akl observed that academic freedom often referred  
121 to the choice of textbook and educational material, the freedom from institutional  
122 censorship or discipline, and the freedom to conduct research. Hernandez noted the  
123 importance of distinguishing between what is academic freedom versus what is  
124 freedom of speech under the First Amendment to the U.S. Constitution. He shared an  
125 ASCCC document: "Protecting the Future of Academic Freedom During a Time of  
126 Significant Change."

127 <https://drive.google.com/file/d/1k2kmPbZwOXtsV3n4yFfhnJCrLKYbd0pi/view>

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### 129 **Board Policy/Administrative Procedure Alignment Project – BPs 4300, 4400, 4500**

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131 Freitas reported on the ongoing Board Rules and Administrative Regulations project to  
132 align them with the Community College League of California (CCLC) template. He noted  
133 that when the DAS approved the Board Policies (BP) and Administrative Procedures (AP)  
134 in March of this year, there were some which we did not vote on at that time but which  
135 were noticed. There were also some which had not been noticed and no action had  
136 been taken. The latter include BP 4300, 4400, and 4500 below.

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#### 138 **BP 4300 – Field Trips**

139 (Hernandez/Akl) **M/S/P**

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141 Freitas observed that this BP only refers to payment for field trips. The draft statement  
142 is both inclusive and permissive. There was no Board Rule on field trips and no AP has  
143 been written yet. Personnel for providing accommodations for disabled students would  
144 be paid for under this BP and specifics related to that student population could be  
145 referenced in the AP.

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#### 147 **BP 4500 – Student News Media**

148 (Hernandez/Akl) **M/S/P**

149 **Abstentions:** Anderson, Freitas, Zuk

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151 Freitas observed that the focus in this Board Policy is newspapers. However, they are  
152 not the only source of media or the only source of editorial media, e.g., television,  
153 websites, etc. It is important to emphasize that the Board needs to provide funding for  
154 college media projects; there should be no implication that they need to support what is  
155 published.

156

#### 157 **BP 4400 – Awareness about Community Services**

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159 Freitas explained that this agenda item is currently an information item only; the  
160 mission statement must still be reviewed and revised. In 2012, the State Chancellor's  
161 Office published a document on best practices on community services. Curriculum

162 committees should be made aware of any changes to see if there would be an impact on  
163 Credit or Non-Credit classes.

164

165 **Request to ASCCC for Technical Assistance**

166 (Zuk/Maddren) **M/S/P - unanimous**

167

168 Echeverri expressed concern surrounding the faculty group identifying itself as the  
169 Ethnic Studies Task Force, and referred to an email from Eddie Flores, a Chicano Studies  
170 instructor at East L.A. College. There is further concern that the Chancellor and the  
171 Board of Trustees are empowering this group to speak on behalf of the District discipline  
172 faculty, an action which would contravene the purview of the Academic Senate under  
173 Title 5 §53200. This issue will be placed on the consultation agenda. Echeverri reported  
174 that AFT Faculty Guild 1521 President Joanne Waddell is supportive of the DAS in this  
175 request for technical assistance.

176

177 Echeverri explained that collegiality in action, also referred to as technical assistance, is  
178 a type of “intervention” involving representatives from the ASCCC (Academic Senate for  
179 California Community Colleges) as well as the CCLC, to help clarify roles and  
180 responsibilities. Hernandez noted that seeking collegiality in action was one of our DAS  
181 goals, was a means to help clarify roles, and had been so identified due to a variety of  
182 experiences involving the DAS and LACCD Administration and the Board of Trustees. He  
183 cited an example of the Board over-reaching in an instance involving East L.A. College.  
184 Hernandez also referred to the current situation in which the Board has received input  
185 from a group of faculty members related to the Ethnic Studies General Education  
186 requirement. Although the resolution passed by the Board related to Ethnic Studies  
187 referred to consulting collegially with DAS, this faculty group has already been meeting  
188 and providing feedback to the Board separate from the DAS and outside of the 10 + 1  
189 (Title 5 §53200). These instances of the Board demonstrating lack of clarity on its role  
190 (such as stating that changes need to be made in curriculum) have not been isolated and  
191 have been reoccurring. The Board must be involved in the collegiality in  
192 action/technical assistance process. The DAS Exec approved this motion unanimously.

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194 **Noticed Items** - none

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196 **Discussion Items**

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198 **Election Procedures** – no update from the Nominations and Elections Committee

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200 **DAS Task Force on Ethnic Studies General Education Requirement**

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202 Hernandez shared a proposed resolution to support the ongoing process to revise Title 5  
203 to establish an Ethnic Studies graduation and general education requirement for the  
204 associate degree, as well as to postpone further consideration of additional degree  
205 requirements until the Title 5 revision is apparent, and for the DAS to work with the

206 LACCD Chancellor and Board of Trustees to create awareness of, and support for, the  
207 state level Title 5 revision process. Hernandez argued that it is better for our students if  
208 the state makes these Title 5 graduation changes first and then the LACCD follows. To  
209 do the opposite could result in curriculum being changed multiple times, and  
210 concomitant confusion for our students. Echeverri noted that there will be a December  
211 10, 2020 meeting of a group of faculty members in various disciplines, many within  
212 Ethnic Studies. It must be noted that this faculty group is different from the DAS Task  
213 Force on the Ethnic Studies General Education requirement. The Senators discussed the  
214 DAS attending this faculty group meeting. Echeverri will consult with Vice Chancellor  
215 Cornner.

216

### 217 **Update on Student Services Workgroup**

218

219 Atondo reported that she will meet with Vice Chancellor Ryan Cornner and Associate  
220 Vice Chancellor Betsy Regalado, LACCD Educational Programs and Institutional  
221 Effectiveness, for revision of Administrative Procedures to streamline such processes as  
222 student applications for degree and certificates.

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### 224 **Scheduling of Synchronous/Asynchronous Classes for Spring 2021 – no separate report**

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#### 226 **Planning for:**

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- 228 • **DAS Meeting 12/10/2020**

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230 Echeverri noted the number of action items approved at this meeting as well as  
231 other areas of concern. They will be placed on the December 10, 2020 DAS  
232 agenda. Also to be included will be reports on possible dates for returning to in-  
233 person instruction and services, an increase in the number of Non-Credit faculty,  
234 updates on adult education, a Chancellor’s directive on mass emails, a report on  
235 the Sheriff’s oversight committee, a report on the Ethnic Studies task force, and  
236 information on contacting the ASCCC for collegiality in action. Echeverri also  
237 stated that there was a three-day summit on enrollment management.

238 Unfortunately, faculty were not included in that summit. In the data forwarded  
239 to her, Echeverri noted enrollment drops in English, Mathematics, English as a  
240 Second Language, Kinesiology, Health, and Sociology. However, there are  
241 enrollment increases at some colleges in Registered Nursing prerequisites  
242 (Anatomy, Physiology, and Microbiology) and other STEM courses (science,  
243 technology, engineering, and mathematics). At the upcoming DAS Exec retreat,  
244 one topic of discussion and action will be advancing diversity, equity, and  
245 inclusion in the LACCD. Another suggested topic will be sharing best practices  
246 about accreditation.

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- 248 • **Other: Consultation, District Discipline Day**

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250 **MOTION: *Extend meeting by 15 minutes***  
251 (Hernandez/Anderson) **M/S/P**

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253 **Update on Administrative Retreat Rights Task Force**

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255 Echeverri noted that Brent has recently begun co-chairing this task force. Updated  
256 versions were quickly reviewed. Where there are issues which would involve the AFT  
257 Faculty Guild, Echeverri will discuss with AFT 1521 President, Joanne Waddell.

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259 **Assessment for Math/English/ESL**

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261 Faculty input will be sought.

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263 **Sheriff's Oversight Committee**

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265 Erum Syed from L.A. Southwest College is serving on this committee; David Hale is an  
266 alternate. There is continuing concern among the faculty related to contracts for the  
267 L.A. County Sheriff's Department or other entities to provide security for the LACCD and  
268 its colleges, whether or not security personnel would be armed, etc.

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270 Due to the length of this meeting, the following items were reserved for the next  
271 meeting of the DAS Exec.

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273 **DAS Representation on Committees**

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275 **Issues with E-115: Creation of New Subjects – Placement of Existing Subjects**

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277 **Other Concerns: Accreditation, Board Rules Project, FLEX Day Webinar capacity**

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279 **Reports**

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- **Officer Reports**

282 **President**

283 **1<sup>st</sup> Vice President**

284 **2<sup>nd</sup> Vice President**

285 **Treasurer**

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- **Other Reports:**

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- **TPPC**

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- **Academic Technology**

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- **Professional Development College**

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- **Hard-to-convert courses**

- 293 • **DE Training Workgroup**
- 294 • **Guided Pathways**
- 295 • **Others**

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297 **Upcoming Meetings:**

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299 **LACCD Board Meeting:** Wednesday, December 2, 2020 - Zoom

300 **DAS Executive Committee:** Friday, December 4, 2020 – Zoom

301 **District Budget Committee:** Wednesday, December 9, 2020 – Zoom

302 **DAS Meeting:** Thursday, December 10, 2020 – Zoom

303 **Consultation:** Tuesday, December 11, 2020 – Zoom

304 **Board Standing Committees:** Wednesday, December 16, 2020 – Zoom

305 **Academic Technology Committee:** Friday, November 20, 2020 – Zoom

306 **ASCCC Area C Meeting:** Saturday, March 27, 2021, 2020 – Zoom

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

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309 **Adjournment**

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

311 The meeting was adjourned at 12:18 p.m.

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313 Respectfully submitted by Lourdes M. Brent, DAS Secretary