

District Academic Senate Executive Committee

Friday, June 4, 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), Naja El-Khoury (1 st VP), 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	
Valley	Chauncey Maddren
West	Patricia Zuk
Guests	Kristine Ayvazyan (Classified, Pierce); Wendy Bass-Keer (Pierce); Anna Bruzzese (Pierce); Ryan Cornner (VC EPIE); Joshua Miller (Valley); Margarita Pillado (Pierce); Armenia Ward (Student, East)

Call to Order:

President Angela Echeverri called the meeting to order at 9:31 a.m.

Approval of the Agenda:

The agenda was adopted as amended – agenda re-ordered as indicated in motion below (Hernandez/Akl) **M/S/P**

MOTION: Move Discussion Item #4 (LACCD Re-engagement plan and return to campuses) to Discussion Item #1

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

Approval of the Minutes:

The minutes of the May 7, 2021 meeting were approved as written (Freitas/Hernandez) **M/S/P**

Public Speakers:

Pillado presented concerns about a proposed new course, Sociology 125, Statistics in Sociology. Under E-65, a challenge at the District Curriculum Committee (DCC) from the

30 District Math Council is technically nullified because those members do not have the
31 minimum qualifications (MQs) in Sociology. However, a proper forum for discussion of
32 the concerns of the Math faculty is recommended. Issues include curriculum
33 duplication in the LACCD, as well as the ability of students to enroll throughout the
34 District and the different articulation agreements among the colleges in the LACCD, e.g.,
35 the differing areas in which General Education courses may be used. Pillado also
36 suggested that it would be helpful to hear from disciplines in the social sciences, and
37 that such conversations could have a Guided Pathway lens.

38

39 **Action Items**

40

41 **1. WICHE Passport Mapping Update – from DCC**

42 **M/S/P**

43

44 Atondo reported that this motion contained minor technical updates.

45

46 **2. New Subject: Lesbian, Gay, bisexual, Transgender, and Queer Studies (LGBTQ+) –**
47 **from DCC**

48 **M/S/P**

49

50 **Noticed Items**

51

52 **Administrative Procedure AP 5111 – Petitions for Degrees and Certificates – Proposed**
53 **Revisions**

54

55 Atondo presented on this item, an Administrative Procedure (AP) on petitions for
56 degrees and certificates. District Counseling Chairs made recommendations, which
57 were taken to the District Vice Presidents of Student Services (VPSS). In the original AP,
58 the District Academic Senate (DAS) included a 5-day turnaround time for Admissions
59 and Records offices to process graduation petitions. The vice presidents recommended
60 a processing timeline of 8 weeks instead. Concerns of work load, functions of Degree
61 Audit, People Soft and other automated systems, practicability, accountability, and the
62 effects on students related to an 8-week certificate/degree posting timeline were
63 discussed. It was also argued that the role of the DAS is to review the procedures, and
64 that the procedures should drive the local practice and protocols. We do not want to
65 substitute current practice for expectation. Freitas referred to the December 4, 2019
66 joint memorandum between LACCD EPIE (Educational Programs and Institutional
67 Effectiveness) and the DAS related to the clarification on processes for evaluation of
68 courses and graduation requirements, which upheld the purview of faculty related to
69 curriculum. Vice Chancellor Cornner offered that the DAS recommendation for a 5-day
70 turnaround time for Admissions and Records to process graduation applications was
71 impinging on working conditions and, thus, was an issue for both the Classified union
72 (AFT 1521A) as well as the LACCD Personnel Commission.

73

74 Hernandez recommended that we postpone action until our September meeting.
75 **Point of Information:** Freitas offered that, should the DAS revise AP 5111, we can do a
76 substitute motion. This AP warrants review by the full DAS.

77
78 It was decided that AP 5111 would be reviewed by the DAS Transfer, Articulation, and
79 Student Services Task Force which would recommend optimal business processes,
80 including a possible modified timeline, e.g., from 8 weeks to 4 weeks, a timeline of 10
81 business days, etc. At the September meeting, the full DAS should consider this AP.

82
83 **Discussion Items**

84
85 **LACCD Re-engagement Plan and Return to Campuses**

86
87 Cornner noted that the LACCD Board of Trustees will probably be meeting in-person in
88 July. The District Office of General Counsel will give detailed instructions on meeting in-
89 person, and Cornner observed that the Brown Act requires that the locations of
90 meetings and participants be posted. He did note that virtual meetings have provided
91 for additional engagement. Concerns were expressed and questions posed regarding
92 the rescission of Governor Newsom’s emergency order related to the COVID-19
93 pandemic, implications for Brown Act meetings, the need and desire for social
94 distancing, the size of meeting rooms and the ability to make quorum, and the meeting
95 location options for the DAS and the DAS Executive Committee (DAS Exec).

96
97 Concerns were also raised related to DE (Distance Education) certification for
98 instructional faculty, the availability of courses which faculty would need to take to be
99 DE certified, and the possibility of receiving credit by examination for DE certification
100 should an insufficient number of DE certification courses be offered. Cornner referred
101 to the DAS-approved two-course regimen to satisfy DE certification, but faculty could
102 also use what is offered by CVC-OEI (California Virtual College – Online Education
103 Initiative). If a faculty member is not DE certified, and there are no in-person classes
104 which he/she can teach, that person may teach online synchronously, according to the
105 Memorandum of Understanding (MOU) between the LACCD and the AFT Faculty Guild.
106 Cornner will continue to speak with the Faculty Guild to seek any needed clarification.
107 This MOU also references stipends for faculty members related to converting their
108 courses for online instruction as well as obtaining DE certification. The District has
109 pledged reassigned time for faculty of 1.0 at the District level, and 2.0 for faculty at each
110 college. Wendy Bass-Keer offered that the LACCD/AFT Faculty Guild collective
111 bargaining agreement states that if the course can pass the following rubric, then that
112 counts as DE proficiency:

113 [https://cvc.edu/wp-content/uploads/2018/10/CVC-OEI-Course-Design-Rubric-](https://cvc.edu/wp-content/uploads/2018/10/CVC-OEI-Course-Design-Rubric-rev.10.2018.pdf)
114 [rev.10.2018.pdf](https://cvc.edu/wp-content/uploads/2018/10/CVC-OEI-Course-Design-Rubric-rev.10.2018.pdf)

115
116 Bass also noted that, as part of its scheduled accreditation of the LACCD colleges, the
117 ACCJC (Accrediting Commission for Community and Junior Colleges) will be going into

118 25% of the Canvas shells to determine if faculty are providing substantive interaction in
119 engaging students in teaching, learning, and assessment. She also stated that as many
120 sections as necessary will be opened so that faculty can get certified before October.
121 Approximately 2,500 faculty members may lack full or partial DE certification.

122
123 Zuk offered the following link related to public meetings held virtually:
124 [https://www.bbklaw.com/news-events/insights/2021/legal-alerts/03/are-virtual-public-](https://www.bbklaw.com/news-events/insights/2021/legal-alerts/03/are-virtual-public-meetings-here-to-stay)
125 [meetings-here-to-stay](https://www.bbklaw.com/news-events/insights/2021/legal-alerts/03/are-virtual-public-meetings-here-to-stay)

126
127 Cornner added that the District is running a test at the payroll cycle to make sure that
128 local senate dues can be paid through payroll deductions.

129 **Planning for:**

130 **• DAS Meetings in 2021 – 2022**

131
132 Echeverri reported that it is likely that the DAS must resume its in-person
133 meetings to comply with the Brown Act once Governor Newsom’s COVID-19-
134 related emergency order is rescinded. Some Senators expressed concerns
135 related to in-person meetings without social distancing and other safety
136 protocols. The ASCCC (Academic Senate for California Community Colleges)
137 Leadership Institute will be virtual and the Curriculum Institute will use a hybrid
138 model. The DAS will sponsor as many faculty as possible to these events.

139 **• DAS Academically Speaking Newsletter Spring 2021**

140 Echeverri stated that she still needed college reports from some of the Senate
141 Presidents.

142 **• Collegiality in Action Technical Assistance Visit**

143 The Senate Presidents have confirmed their wish for and participation in the
144 collegiality in action visit. It is likely that this visit will occur sometime in the
145 summer.

146 **• 2021-2022 DAS Calendar – reviewed**

147 **• Summer and Fall 2021 Semesters**

148 Echeverri reiterated that the District is moving back to some in-person classes
149 and services beginning in Fall 2021. She will forward information related to the
150 Brown Act as soon as it becomes available.

151 **Update on Administrative Retreat Rights Policy**

152
153 Kalustian summarized the status of meetings between the DAS task force and
154 representatives of LACCD Administration to reach mutual agreement on an
155 administrator retreat rights policy. He reported on a legal opinion from outside counsel,
156 but also noted that the District is the client. He emphasized the importance of
157 protecting faculty tenure as well as respecting the position taken by the full DAS in
158 Spring 2021. By offering educational administrators without faculty tenure in the LACCD
159 the ability to interview for an open tenure-track faculty position, that action is putting
160
161

162 those administrators on a par with tenured faculty who wish to transfer (Article 34 of
163 the faculty collective bargaining agreement/CBA), a consideration deemed to be fair.
164 Determination of MQs would need to be done through the 1st VP of the DAS and the
165 Equivalency Committee. Related issues were discussed, including references to specific
166 language in the California Education Code (87458), the applicability of retreat rights to
167 educational administrators under individual contract with the District (vice presidents
168 and above), an undue burden placed on Non-Credit and its students (since some
169 retreating administrators did not meet MQs in any other area), and possible areas of
170 impact covered under the faculty CBA. Echeverri emphasized cooperation with the AFT
171 Faculty Guild as well as a need to fully explore the complexity of the issue, impact on
172 colleges, etc. She stated that the DAS needs to get it right rather than getting it done
173 right away. Freitas observed that parties should have addressed the retreat rights issue
174 many years ago, and that to reach mutual agreement, some compromise would be
175 necessary. However, in conversation, our focus should be on what is best for students.
176

177 **Update on Tutor Classifications**

178
179 Echeverri referred to the resolution in support of tutors which was approved by the
180 DAS, and noted the difficulty in hiring qualified tutors. She will be following up with
181 Interim Vice Chancellor of Human Resources Mercedes Gutierrez before the next
182 consultation meeting.
183

184 **ASCCC Leadership & Curriculum Institutes** – previously discussed

185 186 **Administrative Procedure 4106 (Formerly E-10): Registered Nursing** 187 **Standards**

188
189 Atondo reported that this item is on the agenda for DCC for next week. She reminded
190 the Senators that this item had been referred back to DCC because Biology 20 (8 units,
191 offered at East and Southwest) had not been listed as a District course meeting
192 Anatomy and Physiology requirements.
193

194 **Assigning Interdisciplinary Subjects to Divisions/Departments**

195 Zuk stated that she will contact VC Cornner on this matter.
196

197 **Concerns about Lack of Collegiality and Bullying Behavior in the LACCD**

198
199 Anderson noted that the faculty at Pierce have proposed community agreements,
200 accountability, and a discussion at the first senate meeting. Echeverri observed
201 challenges at Harbor, and encouraged them to send faculty members to the ASCCC
202 Leadership Institute. Hernandez offered the following links from East:
203

204 [https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-02-25%20Academic%20Senate%20Meeting%20Ground%20Rules.pdf)
205 [staff/committees/AcademicSenate/2020-02-](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-02-25%20Academic%20Senate%20Meeting%20Ground%20Rules.pdf)
206 [25 Academic Senate Meeting Ground Rules.pdf](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-02-25%20Academic%20Senate%20Meeting%20Ground%20Rules.pdf)

207
208 [https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-03-10%20Academic%20Senate%20Community%20Norms.pdf)
209 [staff/committees/AcademicSenate/2020-03-](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-03-10%20Academic%20Senate%20Community%20Norms.pdf)
210 [10 Academic Senate Community Norms.pdf](https://www.elac.edu/ELAC/media/ELAC-Assets/Documents/faculty-staff/committees/AcademicSenate/2020-03-10%20Academic%20Senate%20Community%20Norms.pdf)

211
212 **AB 705 Task Force and Recommendations to Address COVID-19-Related Learning Loss**
213

214 Echeverri reported that the task force noted that the colleges in the district are having
215 difficulty attracting qualified tutors. The task force also supported the DAS resolution
216 on learning loss. The Senators discussed alternatives, including: bringing back some
217 lower-level English and Math classes (which would help increase FTES; differentiated
218 instruction in the same class; a Guided Pathways approach; the consideration of
219 disproportionate impact; the specific Math needs of students needing to follow the
220 calculus path; the review of business practices which can support student success; a
221 multi-faceted approach including dual enrollment, precollegiate courses for BSTEM
222 pathways (Business, Science, Technology, Engineering, Math), and special cohorts for
223 students who are “highly unlikely” to succeed in higher level English and Math courses
224 (as defined by AB 705).

225
226 **Institutionalizing District DE Coordinator Position and Funding College DE Coordinators**
227

228 Echeverri reported that the District and the colleges have funding for academic year
229 2021-2022 (1.0 FTEF at the District; 2.0 FTEF at each college).
230

231 **Workgroup to Review Chapter 5 Administrative Procedures and Creating a Transfer,**
232 **Articulation, and Student Services Committee of the DAS**
233

234 Echeverri will re-send an email asking the Senators for recommendations of persons to
235 serve, based on expertise as well as ensuring representation among the colleges.
236

237 **Sustainable Environment Institute and LACCD Sustainability Efforts**
238

239 Echeverri referred to the resolution in support of the Sustainable Environment Institute
240 (SEI) which was passed by the DAS. Chancellor Rodriguez has committed to increasing
241 the reassigned time for SEI from a .2 to a .8; the DAS will move a .2 from another area so
242 that the total reassigned time for SEI will be 1.0. George Leddy, the current SEI
243 Coordinator, will continue in his position with a reassigned time of .4, and another
244 faculty member will be hired for a .6.

245
246 **Update on Ethnic Studies General Education Requirement**
247

248 The Ethnic Studies requirement for Associate’s degrees goes into effect for students
249 entering in Fall of 2021. Articulation with the California State Universities (CSUs) has
250 been problematic as only a handful of courses have been approved to meet the Ethnic
251 Studies requirement, and the approval or denial of courses has not been consistent.
252 Atondo noted that the colleges have the option of resubmitting courses which were
253 denied by June 10th. If they are approved, that approval will be effective for the Fall
254 2021 Semester. Courses submitted in December will be for CSUGE (General Education)
255 Area F, but, if approved, the effective date could be retroactive to Fall 2021. It is
256 possible that the DAS will write a letter, to the CSUs or legislators, requesting rationales
257 for denial of course submissions as well as requesting the application of consistency
258 when reviewing courses.

259
260 **MOTION: *Extend meeting by 15 minutes***
261 (Maddren/Freitas) **M/S/P**

262
263 **Professional Development College Future Direction: COVID-19 Learning Loss, Support**
264 **for Hard-to-Convert Classes, AB 705, Online Instruction and Services, other**

265
266 Brent reported on the Professional Development College Steering Committee calendar,
267 including meeting dates and upcoming seminars: The Ralph M. Brown Act;
268 Parliamentary Procedure (both facilitated by Camille Goulet, Associate Professor of Law
269 at City); and Lunch with Leddy (lunchtime conversations with George Leddy about
270 sustainability topics). She also mentioned other areas of focus for the PDC, including
271 equity, diversity, AB 705, and COVID-19-related learning loss.

272
273 **Follow-up Items**

- 274
275
 - **Faculty Participation on College Financial Intervention Teams (FIT)**
 - 276 • **District Payroll Support for Local Senate Dues Paid Through Payroll Deductions**
277 – previously addressed
 - 278 • **Designation in PeopleSoft and Process for Adoption of Open Educational**
279 **Resources (OER) and Zero Cost Textbooks (ZCT)**

280
281 **Other Concerns: Accreditation, Board Rules Project, Website Redesign**

282
283 Miller noted that he sent out an email that described website redesign. The LACCD is
284 finishing phase 1 and entering phase 2. He also reported that accreditation reports will
285 state that the District is working on the website redesign project.

286
287 **Reports**

- 288
 - **Officer Reports**

289
290 **President**
291

292 Echeverri reported that she forwarded to the Senators a list of newly-tenured faculty.

293

294 **1st Vice President** – no report (needed to leave for another meeting)

295

296 **2nd Vice President**

297

298 Atondo reported that DCC meets next week, and will take up the course challenge
299 mentioned previously in this meeting. City adopted Sociology 125, Statistics in
300 Sociology, which is congruent with the applicable C-ID descriptor. However, the
301 discussion is part of a larger conversation related to faculty speaking to each other
302 among disciplines as courses are developed.

303

304 This being Michael Kalustian’s last meeting with the DAS Exec, he expressed his respect
305 for the DAS and its members, and offered that it has been a pleasure to work with
306 everyone.

307

308 **Treasurer** – no report

309

310 Due to the lateness of the hour, the following reports were delayed until the next
311 meeting.

312

- **Other Reports:**

313

- **DBC**

314

- **TPPC**

315

- **Academic Technology**

316

- **Professional Development College** – previously reported

317

- **Hard-to-convert courses**

318

- **DE Training Workgroup**

319

- **Guided Pathways**

320

- **Others**

321

Upcoming Meetings:

322

323 **LACCD Board Meeting:** Wednesday, June 2, 2021 – Zoom

324

District Budget Committee: Wednesday, June 9, 2021 – Zoom

325

Consultation: Friday, June 11, 2021 – Zoom

326

Board Standing Committees: Wednesday, June 16, 2021 – Zoom

327

ASCCC Faculty Leadership Institute: June 16-18, 2021, 2021 – Virtual

328

ASCCC Curriculum Institute: July 7-9, 2021 – Virtual

329

DAS Executive Committee: Friday, July 17, 2021 – Zoom

330

DAS Meeting: Thursday, September 9, 2021 – Zoom

331

332

Adjournment

333

The meeting was adjourned at 12:17 p.m.

334

Respectfully submitted by Lourdes M. Brent, DAS Secretary