

District Academic Senate Meeting

Thursday, December 8, 2022

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	Sabrina Prieur, Eddie Tchertchian
Southwest	Naja El-Khoury, Katrin Wilson
Trade	Paulette Bailey
Valley	(Chauncey Maddren), Kathryn Queen, Kevin Sanford
West	Jeremy Jankans for Patricia Zuk, Grace Chee, Adriana Martinez
Guests	Fatema Baldiwala (Valley), Wendy Bass-Keer (Pierce), Nancy Cairns(City), Ruby Christian-Brougham (Valley), Jessica Drawbond (Southwest), Aykanush Gevanyan (City), Zachary Knorr (Valley), George Leddy (Valley), Jason Librande (West), Joanne Waddell (Valley), Jason Williams

Call to Order:

District Academic Senate President Angela Echeverri called the meeting to order at 1:36 p.m.

Resolution on Meeting by Teleconferencing as Allowed under AB 361

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

Approval of the Agenda:

The agenda was adopted as amended

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

MOTION: Move AB 928 to the top of the Discussion Items

(Harkins/Queen) **M/S/P**

MOTION: Move BP 3200 and 3250 to Action Items

(Freitas/Maddren) **M/S/P - by unanimous consent**

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Approval of the Minutes:

The minutes of the October 13, 2022 meeting were approved as written (J. Hernandez/Nicholas) **M/S/P – by unanimous consent**

Public Speakers:

L.A. Valley College faculty members Fatema Baldiwala, Zachary Knorr, and Ruby Christian-Brougham, the latter two members of Valley’s Executive Board of the AFT Faculty Guild and Chapter President, respectively, spoke on the issue of administrative retreat rights. They urged the Senators to table Action Item #15, to incorporate the resolution passed by the Valley Senate, and to advocate for local autonomy for colleges and senates on this matter. They also expressed concern regarding the potential displacement of adjunct, probationary, and tenured faculty should there be a reduction in force in the LACCD.

Action Items

1. Administrative Procedure AP 4100: Graduation Requirements for Degrees and Certificates-Update – from DAS Exec

Approved by unanimous consent

2. Administrative Procedure AP 4236: Advanced Placement Appendix-Update – from DAS Exec

Approved by unanimous consent

3. Approve Administrative Procedure AP 5015: Residence Determination, and Concurrently Rescind E-71 and E-94 – from DAS Exec

Approved by unanimous consent

4. Revise AP 5040: Student Records, Directory Information, and Privacy (amend existing AP to incorporate E-107 language) – from DAS Exec

Approved by unanimous consent

There will be two Administrative Procedures (APs) – one related to transcripts being received by colleges in the LACCD and the other to transcripts being sent by the colleges.

5. Approve AP 5052: Open Enrollment – from DAS Exec

Approved by unanimous consent

6. New AP 5075: Course Adds and Drops – from DAS Exec

70 **Approved by unanimous consent**
71
72 **7. Approve AP 5130: Financial Aid – from DAS Exec**
73 **Approved by unanimous consent**
74
75 **8. Equivalency Coordinator Job Announcement – from DAS Exec**
76 **Approved by unanimous consent**
77
78 **9. Approve the theme (“Rebooting and Reimagining LACCD”) and format (online) for the**
79 **District Discipline Day on March 17, 2023 – from DAS Exec**
80 **Approved by unanimous consent**
81
82 **10. Consolidation of Physics and Astronomy**
83 **Approved by unanimous consent**
84
85 Physics and Astronomy are different subjects but faculty must meet the same minimum
86 qualifications.
87
88 **11. AP 4105 Appendix A: Regular Substantive Interaction Guidelines-Updated –from DAS**
89 **Exec**
90 **Approved by unanimous consent**
91
92 **12. AP 4105 Appendix B: LACCD Camera Use Guidelines – from DAS Exec**
93 **Approved by unanimous consent – as amended**
94
95 **MOTION: Amend the first paragraph as follows - “Instructors ~~shall~~ are encouraged to**
96 **use...”**
97 **(J. Hernandez/Jankans) M/S/P**
98
99 **13. Districtwide Software Requests – DAS Exec and OEATC**
100 **M/S/P**
101 **Yes:** Akl, Atondo, Bailey, Brent, Echeverri, Ferrerosa, Freitas, Hong, Nicholas, Prieur,
102 Sparks-Jamal, Tchertchian
103 **No:** Hale, J. Hernandez, Jean Stapleton, Maddren, Montes, Morley, Orozco, Queen,
104 Sanford
105 **Abstain:** Chee, Harkins, Martinez, Wilson
106
107 **14. White Paper: Guidelines for Tutor Categories**
108 **(J. Hernandez/Freitas) Approved by acclamation**
109

110 **15. Approve the revised BP 7250: Educational Administrators Retreat Rights – from DAS**
111 **Exec – postponed May 8, 2023 of the meeting of the DAS**

112

113 The District Academic Senate passed this policy in Spring 2021. This item, approved by
114 the DAS Exec in October, 2022, seeks to strengthen the position of the senate .

115

116 **MOTION: *Postpone action on this item until the May 11, 2023 meeting of the District***
117 ***Academic Senate***

118 (Maddren/Hale)

119 **YES:** Chee, Echeverri, Ferrerosa, Freitas, Hale, Harkins, J. Hernandez, Jankans (for Zuk),
120 Maddren, Martinez, Montes, Morley, Orozco, Queen, Sanford, Stapleton, Tchertchian

121 **NO:** Akl, Atondo, Bailey, Brent, Nicholas, Prieur

122 **Abstain:** 0

123

124 **16. Accreditation BP 3200**

125 **Approved by unanimous consent**

126

127 **17. BP 3250 Intuitional planning**

128 **Approved by unanimous consent**

129

130 **Noticed Items**

131

132 **1. Revise AP 5010: Admissions (amend existing AP to incorporate E-107 language)**

133

134 **2. New AP 5011: Admission and Concurrent Enrollment of High School and Young**
135 **Students**

136

137 **3. New AP 5012: International Students**

138

139 **4. New AP 5200: Student Health Services**

140

141 **5. Approve the revised AP 7211 Faculty Service Areas, Minimum Qualifications, and**
142 **Equivalencies**

143

144 **6. Approve the Appendix to AP 7211, LACCD General Education Equivalency Approval**
145 **Form**

146

147 **7. Recommendation on HyFlex training: The District Distance Education Committee**
148 **recommends that instructors teaching HyFlex are required to 1) be Distance**

149 **Education-certified (by completing Introduction to Teaching with Canvas and**

150 **Introduction to Online Teaching and Learning or the equivalent) and 2) complete**

151 additional HyFlex training (2 hours in-person and an online component) and earn the
152 LACCD HyFlex training digital badge

153
154 **MOTION: *Extend the meeting by 15 minutes***

155 (J. Hernandez/Prieur) **M/S/P**

156 **NO:** Joseph Ferrerosa

157

158 **8. Revision of Course to Discipline Crosswalk**

159

160 This crosswalk will be put in AP 7211 as an appendix. There will be a revision to AP 7211
161 to permit the creation of appendices.

162

163 **9. Ratify the LACCD Noncredit Disciplines Committee's Noncredit Equivalency**

164 **Worksheet**

165

166 **10. Approve LACCD DAS CTE (Credit/Noncredit) Discipline Equivalency Reviewer**

167 **Recommendation Form**

168

169 **11. Notice Approval of AP 5411 Eligibility for Associated Student Organization Offices,**

170 **and concurrently approved for notice at the September 8 DAS meeting the rescission**

171 **of Administrative Regulation S-9 Eligibility for Associated Student Organization Office**

172

173 The Student Affairs committee will review.

174

175 **Reports**

176

177 **Officer Reports**

178

179 **President**

180

181 DAS President Angela Echeverri will submit a written report.

182

183 **1st Vice President**

184 **District Discipline Day**

185 **Equivalency**

186 **Project MATCH**

187

188 DAS 1st VP Report for DAS Exec meeting on December 8, 2022 (Anna Nicholas)

189

190 Since my last report, the Equivalency Committee met on 11/14. We considered two

191 equivalency requests, one from Art/Art History (specifically in the CTE area of

192 Museum Studies) and one from Law. Neither one of these requests was decided on

193 due to lack of all the needed documentation.

194

195 In light of the Governor’s announcement that the COVID-19 State of Emergency will
196 end on February 28, 2023, and following the guidance we received from the Office of
197 General Counsel, the Equivalency Committee voted to resume meeting in person at
198 the ESC starting in March. At the next meeting we will vote on changing the start
199 time of the spring meetings from 1 pm to 2 pm.

200
201 The committee also voted to recommend to the DAS adding the following statement
202 to the [Course to Discipline Crosswalk](#):

203 “For disciplines into which CTE courses are placed, when an applicant does not
204 possess the degree listed among the minimum qualifications for that discipline, the
205 applicant may be granted equivalency in that discipline so long as they document
206 having at least eight years of full-time experience working in a field related to that
207 discipline, and demonstrate meeting the General Education equivalency (per the
208 rubric provided in the ASCCC CTE Minimum Qualifications Tool Kit), and possess all
209 other credentials required by regulation, accrediting agency, or industry standards
210 for that field.”

211
212 This statement makes the current practice official, as it is reflected in the recently
213 created [LACCD CTE/Noncredit Equivalency Worksheet](#). On November 18, the DAS
214 Exec voted to approve this item for notice at today’s DAS meeting.

215 The committee also voted to approve the consolidation of the Physics District
216 Discipline Committees and the Astronomy District Discipline Committees into a
217 combined Physics and Astronomy District Discipline Committee and would like to
218 encourage other District Discipline Committees in a similar situation to consider
219 doing the same and moving away from being subject committees to discipline
220 committees. On November 18, the DAS Exec voted to approve this item for action at
221 today’s DAS meeting.

222
223 In addition, the committee voted to approve the LACCD DAS CTE (Credit/Noncredit)
224 Discipline Equivalency Reviewer Recommendation Form to accompany the created
225 [LACCD CTE/Noncredit Equivalency Worksheet](#), and further clarify and improve the
226 existing process. On November 18, the DAS Exec voted to approve this item for
227 notice at today’s DAS meeting.

228
229 The committee continued to discuss plans for District Discipline Day on March 17,
230 2023. We are trying to figure out the most efficient way to reach out to the District
231 Discipline Committees to get feedback about their main concerns. If you or your
232 constituents have any ideas for what should be included in this event, please reach
233 out to me. We are trying to prioritize the concerns of our Discipline Committees. On
234 November 18, the DAS Exec voted to approve the theme (“Rebooting and Reimagining
235 LACCD”) and format (online) of this event for action at today’s DAS meeting.

236 The next meeting of the Equivalency Committee is on Monday, 12/12 on Zoom.

237
238 The Administrative Retreat Rights Workgroup met on 11/29 and talked about the
239 status of this project. The revised BP 7250: Educational Administrators Retreat
240 Rights is an action item at today’s DAS meeting.

241 Elizabeth Thornton, the AFT rep on the workgroup requested a list of questions she
242 will submit to the AFT lawyers, so we spent much of the meeting working on this
243 list.

244

245 The workgroup's next meeting is on Thursday, 1/26/2023 at 1 pm on Zoom.

246

247 **2nd Vice President**

248 **AB 928 and AB 111 Updates**

249 **DCC**

250 **eLumen**

251

252 Atondo advised that there will be an update from the District Curriculum Committee
253 (DCC) on AP 4260.

254

255 **Treasurer** – no report

256

257 **Secretary** – no updates from the last meeting

258

259 **Standing & Ad Hoc Committee Reports**

260

261 **• Professional Development College Reports**

262

263 Brent reported on a preliminary conversation about districtwide professional
264 development, on successful ongoing collaboration with the Sustainable Environment
265 Institute, and about seminars on the Brown Act, Equally Effective Alternate Access Plan
266 (EEAAP), a potential seminar on learning loss, and a possible two-day leadership
267 institute.

268

269 **• Administrator Retreat Rights** – previously discussed

270

271 **• Online Education and Academic Technology**

272

273 **• Sustainable Environment Institute (SEI)**

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275 Leddy reported that SEI is planning an Earth month in April. Abels is working with 3CSN
276 on a community of practice. Eight publications and 8 seminars per year are planned.

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278 **• District Budget**

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280 **• District Planning**

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282 **• Guided Pathways**

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284 **• Others**

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Discussion Items

1. Concerns about AB 928: Student Transfer Achievement Reform Act of 2021

Harkins expressed concern regarding the removal of CSUGE Area E (lifelong learning) in the new CalGETC as well as the need to look into factors which could have unintended consequences. Nancy Cairns, L. A. City College faculty, observed that AB 928 would disproportionately affect students who are economically disadvantaged.

2. Planning for 2022-2023:

- ASCCC Events
- LACCD Events
 - Joint Summit
 - Professional Development College
 - Sustainable Environment Institute
 - Request for Technical Assistance-Collegiality in Action Visit

3. COVID-19 Update: • Brown Act Meeting Requirements; • Instructional Delivery; • Vaccination, Testing and Masking Requirements; Other items

Echeverri reported that the March 2023 DAS meeting will be in-person. The collegiality in action/technical assistance visit occurred October 21, 2022.

MOTION: *Extend meeting by 10 minutes*
(Harkins/Prieur) **M/S/P** – without objection

Echeverri observed that the community colleges have faced legislative intrusion in curriculum for many years. This situation illustrates the need for effective advocacy with the LACCD Board of Trustees, and to be more effective advocates for our programs and our students.

4. Proposed Board Policy 6305: Reserves and Chancellor’s Office Memorandum FS 22-03

Echeverri reported that at the last meeting of the District Budget Committee (DBC), BP 6305 was proposed. This BP would require the LACCD to maintain as additional reserves the equivalent of an unrestricted ending balance of two months.

5. LA Valley Academic Senate Resolution on Academic Administrator Retreat Rights Policy – previously discussed

6. Criteria for Advanced classes at LACCD Colleges

329 **7. Lecture/Lab as One Class/ Two Assignments**
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331 **8. AB 705 and AB 1705 Update: • Impact of Learning Loss due to COVID-19; • AB**
332 **705/1705 Task Force-Requests; • Other Issues**
333
334 **9. Legislative Update: AB 1111: Common Course Numbering; Proposed legislation**
335
336 **10. Update on Joining California Virtual College-Online Education Initiative (CVC-OEI)**
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338 **11. Other Items – none**
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340 **Future dates & Upcoming Events**
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342 **District Curriculum Committee:** Friday, December 9, 2022, 11 a.m.-1:00 p.m. – Zoom
343 **DAS Consultation Meeting:** Friday, December 9, 2022, 2:00-3:30 p.m. – Zoom
344 **District Equivalency Committee:** Monday, December 12, 2022, 2:00-4:00 p.m. – Zoom
345 **LACCD Board Meetings:** Wednesday, December 14, 2022-Hybrid Organizational
346 Meeting
347 **District Budget Committee:** Wednesday, January 11, 2023
348 **Board Standing Committees:** Wednesday, January 18, 2023 Hybrid Meeting
349 **DAS Executive Committee Retreat Meeting:** Friday, January 20, 2023 10 AM-2 PM TBA
350 **District Academic Senate Meeting:** Thursday, February 9, 2023 - Zoom
351 **ASCCC Spring 2023 Plenary Institute:** April 20-23, 2023-Anaheim, In-person Event
352 **LACCD Board meeting:** Wednesday, January 4, 2023
353
354 **Adjournment**
355 The meeting was adjourned at 3:55 p.m.
356
357 Respectfully submitted by Lourdes M. Brent, DAS Secretary