

District Academic Senate Exec Meeting

Friday, Nov. 18, 2016
ESC, 1st Floor Hearing Room

MINUTES

Attendance

	Present:
Officers	Don Gauthier (President), Angela Echeverri (1 st VP), Elizabeth Atondo (2 nd VP: Curriculum), Vic Fusilero (Secretary), Alex Immerblum (Treasurer)
	Local Senate Presidents:
City	
East	Alex Immerblum
Harbor	
Mission	Leslie Milke
Pierce	Anna Bruzzese
Southwest	Naja El-Khoury
Trade	Alicia Rodriguez-Estrada (LATTC Senate Treasurer)
Valley	Josh Miller, Vic Fusilero
West	
Guests	Adrienne A. Mullen (Dean, Adult Education), Lourdes Brent (Professional Development College)

Call to Order at 10:20 a.m.

Approval of Agenda as amended (Milke/Miller MSP) and Minutes from Oct. 21, 2016 (Milke/El-Khoury MSP) as amended: Abstentions: Milke.

Public Speakers: Adrienne A. Mullen (Dean, Adult Education): Adult Education Planning Grant, Los Angeles Regional Adult Education Consortium (LARAEC), and Regional Comprehensive Plan

Four Noticed Motion Items for consideration by DAS (12/8/16 @ ELAC)

1. Approve language for Chancellor's *Evaluation* in BR, Chapter X, Article III: *Chapter X, Article III, Selection Policies. The Board shall conduct an evaluation of the Chancellor of the District at least annually. This evaluation shall comply with this policy as well as any requirements set forth in the contract of employment with the Chancellor. The Board shall evaluate the Chancellor of the District using an evaluation process developed and jointly agreed to by the Board and the Chancellor of the District. The criteria for evaluation shall be based on board policy, the Chancellor of the District job description, and overall priorities developed in accordance with Board Policy XXXX.*

Motion to approve above language prior to consideration by the entire DAS at the December 2016 meeting (Milke/Miller MSP). Unanimous.

2. Approve By-Laws change to include new Senate Academic Technology committee:
Article X. Subsection 4. Academic Technology Committee. The Academic Technology Committee shall be composed of the DAS President (or designee)

32 and two other members of the DAS, plus two Faculty members experienced in
33 instructional technology or online learning. The Chair shall be the DAS
34 President (or designee). Other non-voting resource members can be added
35 to the committee as needed. The committee shall meet at least once per
36 semester to review academic technology matters related to policies and
37 procedures, enhancements and innovations in online and face-to-face
38 instruction that involve technology, such as training, certification, access to
39 electronic gradebooks, digital badging, ePortfolios, Open Educational
40 Resources, zero-cost digital textbooks, ITV issues and other matters assigned
41 to the committee by the DAS Exec or referred by the full DAS for study
42 and/or consideration. The Committee shall also interact with the district
43 appointed single-point-of-contact (or the District IT department) as
44 necessary. The DAS Academic Technology Committee reports to the DAS
45 Executive Committee and to the District Technology Policy and Planning
46 Committee.

47 To Bruzzese's question as to who appoints faculty members, Gauthier
48 responded that the DAS President appoints any volunteers for the committee.

49 **Motion to amend the language. (Milke/Immerblum MSP).** Abstention:
50 Bruzzese. **Motion to approve the by-laws as amended prior to**
51 **consideration by the entire DAS at the December 2016 meeting**
52 **(Milke/Immerblum MSP).** Abstention: Bruzzese.

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- 54 3. Resolution from Academic Technology Committee on All-Faculty Access to
55 Canvas:

56 *Resolution in Support of Faculty Access to the Canvas LMS Environment:*
57 *Whereas, in March 2014, the District Academic Senate and the DE*
58 *Stakeholders selected the Canvas Learning Management System as the single*
59 *LMS supported by the District;*

60 *Whereas, the Canvas LMS, when adopted by the District, provided for online*
61 *instruction (fully-online and hybrid) as well as web-enhanced classes and*
62 *information pages for faculty without additional charge;*

63 *Whereas, an important feature of the Canvas system was the ability for all*
64 *faculty members to have an online presence on the District system regardless*
65 *of their level of expertise, usage, or college in the LACCD to advertise their*
66 *discipline, course taught, Student Learning Outcomes, and outlines of their*
67 *courses;*

68 *Whereas, the current AFT contract (Article 40) specifies only "online course*
69 *delivery" and by inference limits the demonstration of proficiency in an LMS to*
70 *"faculty seeking to teach DL courses"; and,*

71 *Whereas, equal access to the Canvas LMS for all faculty regardless of*
72 *modality (online, hybrid, or web-enhanced) is a significant aspect of academic*
73 *freedom and faculty's ability to reach students and enhance face-to-face*
74 *learning as well as DL;*

75 *Resolved that the District Academic Senate support the use of the Canvas*
76 *LMS by all District faculty, both full-time and adjunct, within the parameters*
77 *of the AFT contract;*

78 *Resolved that the DAS encourage the District to create a process for the*
79 *automatic distribution of Canvas shells to all faculty in the LACCD.*

80 **Motion to amend language in 1st Resolve to be considered as shown**
81 **above (Milke/Immerblum MSP).**

82 **Motion to amend language in 2nd Resolve to be considered as shown**
83 **above (Miller/Immerblum MSP). Motion to approve all above**

84 **language prior to consideration by the entire DAS at the December**
85 **2016 meeting (Miller/Bruzzese MSP).**
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- 87 4. Senate Executive Committee Resolution Related to Our ASCCC Annual Dues:
88 *Whereas, each year, for our LACCD colleges, the collective annual ASCCC*
89 *dues, which is paid from the District Academic Senate (DAS) budget, has*
90 *steadily increased, culminating in a healthy payment of nearly \$30,000; and*
91 *Whereas, the LACCD DAS has not received a clear understanding how this*
92 *money is being spent;*
93 *Resolved, that the LACCD DAS requires a verifiable and accurate list of the*
94 *reassigned time the ASCCC is awarding for faculty for the upcoming academic*
95 *year under which the dues are being collected, including the name of each*
96 *faculty and his or her title and total reassigned time; and*
97 *Resolved, that the DAS Executive Committee, based on the above conditions,*
98 *reviews and discusses the information and officially approves payment of*
99 *ASCCC dues each fall semester.*

100 **Motion to approve above language prior to consideration by the entire**
101 **DAS at the December 2016 meeting (Immerblum/Miller MSP).**

102 Unanimous.
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104 **Item to be noticed at the DAS Meeting on December 8, 2016, for action at**
105 **the DAS Meeting on February 9, 2017:**

106 Revision to the Bylaws of the DAS to include the PDC [See notes below, lines
107 164-194]

108 *Recommendation from DAS Professional Development College Steering*
109 *Committee. Article X. Subsection 5. Professional Development College (PDC)*
110 *Steering Committee.*

111 *The Professional Development College (PDC) Steering Committee shall be*
112 *composed of the following: PDC Coordinator – selected by the DAS Executive*
113 *Committee (Committee chair);*

114 *DAS President/designee;*

115 *DAS 1st Vice President/designee;*

116 *DAS 2nd Vice President/designee;*

117 *DAS Treasurer/designee;*

118 *Liaisons – 1 representative from each of the 9 colleges chosen by each college’s*
119 *Senate.*

120 *The DAS PDC Steering Committee will oversee the DAS Professional*
121 *Development College (PDC), which is designed to improve and/or develop*
122 *competencies of current and future community college instructors. The DAS*
123 *PDC Steering Committee shall be responsible for forwarding recommendations*
124 *to the DAS regarding the scope and direction of the PDC; with the PDC*
125 *Coordinator, providing status reports to DAS; coordinating the design and*
126 *implementation of PDC curriculum and monitoring course offerings; with the*
127 *DAS Treasurer, overseeing budget needs/requests; and promoting and*
128 *representing the PDC at appropriate venues.*

129 *The DAS Professional Development College Steering Committee reports to the*
130 *District Academic Senate.*

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Old Business:

1. E-64 Update: Atondo reported that she has not yet received any feedback.
2. E-115 Update: Atondo reported that the update is still in process.
3. LA College Promise progress: No report.
4. Report of Plenary resolutions and breakouts: No report.

New Business:

1. Resolution in Support of Students in Wake of Election Day Uncertainty: Miller reported that AFT has put forward a resolution. Miller asked if the DAS Exec wants to support the AFT resolution and add language, or if the DAS Exec wants to put forth its own resolution. Miller will email language (this is NOT noticed for next meeting).
2. Chancellor’s Consultation agenda: Gauthier asked for additions to the agenda for the meeting on Monday, at which the Chancellor will be present. Immerblum suggested having some process for all the colleges to integrate all funding sources.
3. Ratify 4 Colleges for Intellus Basic Skills Pilot – January 1 to August 30, 2017: Gauthier reported that this will be discussed at Monday’s Chancellor’s Consultation.

Reports:

1. President’s Report –
 - A. Adult Ed hiring: Gauthier reported that hiring is occurring at district level.
 - B. Academic Technology Committee: See above discussion and resolutions.
 - C. DBC: Meeting at end of November.
 - D. Bond Steering: Next meeting is on Dec. 16th. Immerblum is now a member.
 - E. Project MATCH: There will be a meeting on Saturday, Nov. 19, for mock interviews. There will be a December 10th Gala at Mission College.
 - F. Student Success Dean hiring: New hiring is now taking place. Hiring is also taking place for a CTE Dean at the district level. Atondo reported that they have already met.
 - G. DHLI hiring, etc.: A coordinator has just been hired; there is now a search for a second coordinator.
2. First VP Report (Echeverri): There will be a Discipline Day on Friday, Dec. 2nd, at Los Angeles City College, with a focus on CTE/Math/English/ESL faculty. Adrienne Mullen will present on Adult Education. Janet Fulks (Bakersfield College) will present on multiple measures. Lucia Robles (Dean, Workforce Development) and Lori Sanchez (Mt. San Antonio College; and Director, Center of Excellence) will present on CTE.
3. Second VP – Curriculum Report, E-64: See above.
4. Treasurer’s Report: Current petty cash balance as of October 12, 2016 is \$2,678.79.
5. Standing Committee Reports: PDC: As per Brent’s announcement that she would forward language regarding the revision to the bylaws of the DAS to include the PDC, I have included above [lines 104-130] the revision language as received (**Noticed at the DAS Meeting on December 8, 2016, for action at the DAS Meeting on February 9, 2017**). Brent also reported that a proposed workshop on Canvas will be held during the Winter 2017 Intersession. The PDC is also looking forward to two late-start classes held through L.A. Valley College: Education 250 (Adult Learning and Motivation; 3 units) and Education 252 (Curriculum Development and Instructional Design; 3 units). Workshops and classes will be hybrid (in-person at the Van de Kamp Innovation Center and with an online component).

185 **Other Items:** None.
186 **Adjournment:** The meeting was adjourned at 12:30pm
187 **Future dates**
188 *Chancellor's Consultation, Nov. 21, 2016, 2:00 – 3:30PM, ESC Hearing Room*
189 *Fall Discipline Day, Dec. 2, 2016, 10:00AM – 2:00PM, LACC Student Union*
190 *Bond Steering Committee, Dec. 6, 2016, 8:30 – 10:00AM, ESC Hearing Room*
191 *DAS, Dec. 8, 2016, 12:30 – 3:30PM, ELAC Corporate Center*
192 *DAS Exec, Dec. 16, 2016, 10:00AM – 12:30PM, ESC Hearing Room*
193 *Chancellor's Consultation, Monday, Dec. 19, 2016, 2:00 - 3:30PM, ESC Hearing*
194 *Room*
195 *Bond Steering Committee, Jan. 2, 2017, 8:30 – 10:00AM, ESC Hearing Room*
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197 Respectfully submitted by Vic Fusilero, DAS Secretary