

District Academic Senate Executive Committee Meeting

Friday, December 3, 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), Anna Nicholas (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), Joshua Miller (Treasurer)
City	Mickey Hong
East	Jeffrey Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	
Trade	Marvin DaCosta
Valley	Chauncey Maddren
West	
Guests	Wendy Bass-Keer (Pierce), Jessica Drawbond (Southwest)

Approval of Resolution on Teleconferencing:

Resolution on Conducting District Academic Senate (DAS) Executive Committee Public Meetings via Teleconference from November 3rd, 2021 through January 3rd, 2022 (Nicholas/Anderson) **M/S/P**

Call to Order:

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

Approval of the Agenda:

The agenda was adopted as written (Anderson/J. Hernandez) **M/S/P**

Approval of the Minutes:

The minutes of the November 12, 2021 meeting were approved as written (Akl/J. Hernandez) **M/S/P**

31 **Public Speakers:** None

32

33 **Action Items**

34

35 **1. Motion on Digital Badges (DCC approved 11/12/21)**

36 (Anderson/Akl) **M/S/P**

37

38 Atondo explained that reference to digital badges is already in AP 4023. She also noted
39 that there is no current process for districtwide student digital badges, such as for those
40 who receive one for completing an online orientation. She will discuss this with LACCD
41 DE Coordinator, Jessica Drawbond.

42

43 **2. Approval of New Subject: Global Studies (GLST), Assigned Discipline Political Science**
44 **(DCC approved 11/12/21)**

45 (Akl/J. Hernandez) **M/S/P**

46

47 The request for this new subject originated at L.A. Southwest College. Atondo stated
48 that she, Freitas, and Daniel Keller, LACCD Dean of Educational Support Services, will
49 review LACCD Administrative Regulation E-115 (the alignment of subjects with minimum
50 qualifications areas/disciplines) and bring revisions to this body in the 2022 Spring
51 Semester.

52

53 **3. Revision of DAS Bylaws section related to Equivalency**

54 (Nicholas/Akl) **M/S/P – with edits below**

55 ***6. Oversight of equivalency-related hiring BPs Board Policies and APs Administrative***
56 ***Procedures, administrator retreat cases, and screening of Project MATCH and faculty***
57 ***interns.***

58

59 These revisions will be noticed at the December 2021 meeting of the full DAS (District
60 Academic Senate) in December for action in February. Nicholas introduced the
61 revisions, noting that they: 1) reflect the past practice of including the equivalency
62 coordinator in the committee; and 2) clarify the appointment process to this committee
63 to make it consistent with other DAS committees. There will be future discussion,
64 probably at the January 2022 DAS Executive Committee (DAS Exec) retreat, of a
65 reference to the commitment of the DAS to faculty diversification as part of a possible
66 constitutional update.

67

68 **4. Verification of Employment: Guidelines for Faculty Hiring**

69 (Nicholas/Anderson) **M/S/P**

70

71 Nicholas explained that verification of employment (VOE) guidelines need not go to the
72 full DAS, only to DAS Exec, as the guidelines are used for committee operational
73 purposes only. This document is intended to provide clarification of the VOE process,

74 especially for those faculty candidates who are self-employed. This process is used
75 primarily for CTE (Career Technical Education) faculty.

76

77 **5. DAS Transfer, Articulation, and Student Services task force**

78

79 **MOTION: Postpone action until January 21, 2022 DAS Exec Retreat**

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

81

82 Nicholas referred to an email by DAS Parliamentarian Freitas in which he observed that
83 there is no provision in the DAS bylaws to establish task forces. This prompted a
84 discussion about a possible need to revise bylaws before establishing DAS task forces.
85 Some Senators noted that where bylaws are not prescriptive, they are permissive, and
86 so task forces can be established. Others suggested that this particular task force is
87 more of a collaboration between the DAS and the LACCD administration and, thus,
88 permitted. It was decided to postpone action on this item until the January 2022 DAS
89 Exec retreat.

90

91 **POINT OF ORDER: Maddren noted that the meeting lost quorum (10:05 a.m.)**

92 **RULING FROM THE CHAIR:** Echeverri observed that some senate presidents were
93 temporarily called away from this meeting and quorum was not currently present. Until
94 Senators return and quorum is re-established, we will proceed as a committee of the
95 whole and move to discussion items; we will return to action items when we have
96 quorum.

97

98 **Discussion Items**

99

100 **1. COVID-19 Pandemic and Return to In-Person Instruction, Services, and Brown Act**
101 **Meetings (BP 2800, BP 2900, and AB 361)**

102

103 Echeverri referenced the Memorandum of Understanding (MOU) between the LACCD
104 and the AFT Faculty Guild for Winter and Spring 2022 pertaining to return to in-person
105 instruction and services for faculty members. There was an inquiry as to the existence
106 of a formal LACCD policy requiring that instructors be limited to 40% of online
107 instruction with the remainder in-person. References to such a policy appear anecdotal,
108 and it was argued that something of this magnitude should not be in place unless both
109 the AFT and the District Academic Senate can negotiate such an agreement/mutually
110 agree with the LACCD Administration. It was also argued that different instructional
111 modalities continue to be available to meet the needs of students especially in terms of
112 equity as well as the expertise of faculty, yet take into consideration the requirements
113 of specific classes and disciplines, e.g., CTE, music ensembles, etc.

114

115 **2. Planning for:**

116

- 117 • **DAS Committee Vacancies: Online Education and Academic Technology, Bond**
- 118 **Steering, Transfer, Articulation, and Student Services task force, and others**
- 119 • **DAS Academically Speaking Newsletter**
- 120 • **2021-2022 Calendar**
- 121 • **Spring 2022 Discipline Day: Theme and Proposed Date (March 11 2022)**
- 122 • **Collegiality in Action ASCCC Technical Assistance Visit**
- 123 • **SEI Sustainability Summit (April 22, 2022)**
- 124 • **LACCD Joint Summit**
- 125

126 Echeverri reported that representatives from City, Pierce, Valley, and West are needed
127 for the Academic Technology Committee. Because Information Technology (IT) has
128 been centralized, previous means for faculty to interface with IT at their colleges,
129 including software requests, has changed. Bass noted that this committee continues to
130 forward matters to the DAS Exec, including a request to designate POCR (Peer Online
131 Course Review) recognized classes as such in the schedule and in the Student
132 Information System (SIS) so that students could search accordingly. There was some
133 resistance to this idea as Senators do not wish to give students the impression that
134 faculty who are not POCR-recognized do not know how to teach online.

135
136 Continuing her report, Echeverri also announced that the DAS needs additional
137 representation on the Bond Steering Committee. She is also seeking more contributions
138 to the DAS newsletter, *Academically Speaking*. Some changes to the DAS calendar
139 related to the DAS Professional Development College were also noted. The collegiality
140 in action/technical assistance visit from the ASCCC and the CCLC is scheduled for
141 December 15, 2021 (Academic Senate for California Community Colleges; Community
142 College League of California). Echeverri will confirm this date at consultation

143
144 **POINT OF ORDER: J. Hernandez noted that quorum had returned.**
145 **Quorum was re-established at 10:50 a.m.; consideration of action items and the**
146 **remainder of the agenda were resumed.**

147
148 **Action Items**

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150 **6. Chapter 4 Administrative Procedure, AP 4110: Honorary and Posthumous Awards**
151 **(J. Hernandez/Nicholas) M/S/P**

152
153 **7. Chapter 4 Administrative Procedure, AP 4250: Probation**
154 **(Akl/J. Hernandez) M/S/P**

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156 The LACCD Counseling Chairs will review the drafts of AP 4250 and 4255 at their
157 meeting on December 6, 2021. Any revisions they suggest will be incorporated in the
158 drafts and noticed at the December 9th meeting of the DAS. Both probation and
159 dismissal/readmission are in the current Board Rule 8200.

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8. Chapter 4 Administrative Procedure, AP 4255: Dismissal and Readmission
(Brent/Anderson) **M/S/P**

9. Motion to Incorporate a Peer Online Course Review (POCR) badge in schedule of classes (Online Academic Education Technology Committee approved 11/19/21)
(Maddren/Akl) **M/S/P**

Drawbond addressed the concern related to the student’s perception of faculty who have received POCR training versus those who have not, stating that it is still rare for faculty to have this designation since a substantial number of hours of specialized training are required, and that enrollment patterns would likely be unaffected. Inclusion of this designation might appear in the Summer 2022 schedule of classes.

Noticed Items

1. Administrative Procedure, AP 7211: Faculty Service Areas, minimum Qualifications, and Equivalencies

Assuming that the issue about the establishment of task forces is resolved, Echeverri, Nicholas, Freitas, J. Hernandez, and Maddren will continue as part of a workgroup to establish thresholds, especially in CTE disciplines. The goal is to notice a draft in February and approved in March of 2022.

Discussion Items

2. Planning for:

- **DAS Committee Vacancies: Online Education and Academic Technology, Bond Steering, Transfer, Articulation, and Student Services task force, and others**
- **DAS Academically Speaking Newsletter**
- **2021-2022 Calendar**
- **Spring 2022 Discipline Day: Theme and Proposed Date (March 11, 2022)**
- **Collegiality in Action ASCCC Technical Assistance Visit**
- **SEI Sustainability Summit (April 22, 2022)**
- **LACCD Joint Summit**

Echeverri reported about a new issue regarding AB 705. The California Community Colleges Chancellor’s Office (CCCCO) has sent a memo of non-compliance with AB 705 (ESS 21 300-015 AB 705) to all but three community colleges in California, requiring that throughput for courses one level below transfer must be the same as transfer-level. From the CCCCCO: “For colleges that plan to continue placements and/or enrollments into pretransfer level courses or multi-term transfer-level courses in fall 2022, the

203 Improvement Plan requires completion of a Data Addendum to validate that such
204 practices meet AB 705 standards.” Colleges are being asked to submit an improvement
205 plan overview by March 11, 2022. To remain in compliance, colleges must either stop
206 offering remedial English or Math classes or ensure that throughput in those classes
207 equals throughput in transfer-level courses in those subjects.

208
209 Some concerns from the Senators include legislative over-reach, an improvement plan
210 from the CCCCO that requires that all students who graduated from a U.S. high school
211 be placed into a transfer-level Math course as this would be a de facto increase in the
212 requirements for a certificate or local degree, the substantial equity gaps for course
213 completion for LACCD students (Echeverri shared data), the learning loss that has
214 occurred due to the pandemic, and the need to understand that students are individuals
215 with particular needs and aspirations and the necessity to treat them accordingly. This
216 topic will be discussed at the District Planning Committee and will be on the
217 consultation agenda. Greater data collection and analysis, including disaggregated data
218 for those students who have the greatest needs, as well as student surveys, must be
219 done. Cohort strategies and discipline-specific methods should be investigated and
220 shared.

221
222 It was suggested that the DAS take a strong position on the latest AB 705 memorandum
223 as well as on AB 928 (single transfer General Education plan that encompasses both CSU
224 and UC requirements) and AB 1111 (common course numbering). Atondo gave a report
225 on AB 928 and AB 1111 later in this meeting. Senators encouraged dialogue about
226 alignment but also cautioned that respect of local curriculum authority was needed and
227 necessary.

228
229 There was also discussion on possible themes and areas of focus for Discipline Day,
230 scheduled for March 11, 2022, including recovery from the pandemic, culturally
231 responsive curriculum, eLumen, faculty hiring, and updates on AB 1111 and AB 928.
232 Keynote speakers and representatives from the ASCCC can be invited. Echeverri,
233 Nicholas, and Brent will have a preliminary meeting with Ryan Corner, LACCD Vice
234 Chancellor for Educational Programs and Institutional Effectiveness.

235

236 **3. Credit for Prior Learning:**

- 237 • **Military Credit for Prior Learning**
- 238 • **District Support for Formation of a Workgroup to Develop Revisions to AP 4235**
- 239 • **– Credit for Prior Learning**

240

241 Echeverri reported that a director of one of the Veterans Center had provided input on
242 AP 4235, and noted the need for a work group.

243

244 **4. Equity-Minded Faculty Hiring**

- 245 • **Board Resolution on Faculty Hiring**

- 246 • **Support for DAS Workgroup to Develop Diversity, Equity, and Inclusion Criteria**
247 **(Rubric for Faculty Hires)**
248

249 Echeverri will place this topic on the consultation agenda. There are no further updates
250 related to the Board of Trustees resolution on this subject.
251

252 **5. Request from the Equivalency Committee to receive a written response in a rare**
253 **case that the DAS Exec overrides the recommendations of both the District Discipline**
254 **Committee and the Equivalency Committee**
255

256 Echeverri indicated that there should be no problem with submitting a written response
257 in such cases.
258

259 **6. Prerequisite Enforcement Concerns**
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261 Echeverri explained that students are permitted to enroll in a Mathematics course if
262 they are currently enrolled in the prerequisite. However, if students do not successfully
263 complete that prerequisite, some colleges de-enroll students from that higher level class
264 and some do not. This item will be placed on the consultation agenda.
265

266 **7. Implementation of Legislation:**

- 267 • [AB 1111](#) (Common Course Numbering)
268 • [AB 928](#) (Student Transfer Reform Act of 2021)
269 • [Memo on Veterans' Healthcare and Benefits Improvement Act](#)
270

271 Atondo reported that more information is needed from the State. The Intersegmental
272 Committee of the Academic Senates (ICAS) has commenced discussion about the
273 common GE plan required by AB 928. It is their top priority, and a position paper will be
274 developed this spring. The California Intersegmental Articulation Council (CIAC) gave
275 informational points to ICAS. This legislation puts unnecessary strain between the
276 California State Universities (CSUs) and the University of California (UC); they are
277 different systems with different educational missions. Atondo will give a ten-minute
278 presentation at the upcoming DAS meeting.
279

280 **8. DAS Workgroup to Develop Noncredit Course and Programs Philosophy and**
281 **Guideline**
282

283 Atondo reported that a preliminary meeting had occurred.
284

285 **9. Joining the CVC-OEI Consortium as a District**
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287 Drawbond stated that, although it would be more difficulty and more costly, it is
288 possible for 8 of the 9 colleges to join the CVC-OEI Consortium as a District, but there

289 needs to be a decision to that effect. Echeverri will place this item on the consultation
290 agenda.

291

292 **10. Hiring of LACCD Accessibility Specialists and Deadlines for Equally Effective**
293 **Alternate Access Plans (EEAAPs)**

294

295 Drawbond requested that the hiring of an accessibility specialist, with hiring effective
296 July 1, 2022, be placed on the consultation agenda.

297

298 Owing to the lateness of the hour, the following topics were deferred until the next
299 meeting.

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301 **11. Board Rules, BR 6801: Program Review, and BR 6802: Biennial Vocational Program**
302 **Review – Repeal or Replace?**

303

304 **12. Review of Administrative Procedure AP 4021 – Program Viability**

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306 **13. AB 705 Outcomes for 2020-2021: Recommendations for English**

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308 **14. Website Redesign Update**

309

310 **15. DAS Awards for Racial Equity and Social Justice Advancement**

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312 **16. BP 3200 Accreditation, BP 3225 Institutional Effectiveness, BP 3250 Institutional**
313 **Planning**

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315 **17. Pending Changes to Distance Education Title 5 Regulations ***

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317 **18. Sustainable Environment Institute Co-Director Position**

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319 **19. Update on Administrative Retreat Rights and Tutor Classifications**

320

321 **20. Additional Funding for FT Faculty Hiring, Enrollment, Budget**

322

323 **21. Update on Ethnic Studies Requirement and Articulation**

324

325 **22. Other Concerns: Items from the floor, Recommendations to Address Learning Loss**

326

327 **Reports**

328

- 329 • **Officer Reports**

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331 **President**

332 **1st Vice President**

333 **2nd Vice President**

334 **Treasurer**

335

336 • **Other Reports:**

337

338 • **TPPC**

339 • **Academic Technology**

340 • **Professional Development College**

341 • **Hard-to-convert courses**

342 • **DE Training Workgroup**

343 • **Guided Pathways**

344

345 • **Others**

346

347 Echeverri reported that VC Cornner wants a general statement from the DAS, but not
348 necessarily from the senates at all of the 9 colleges in the LACCD. Echeverri will add this
349 topic to the consultation agenda.

350

351 **Upcoming Meetings:**

352

353 **District Budget Committee:** Wednesday, December 8, 2021 – Zoom

354 **DAS Meeting:** Thursday, December 9, 2021 – Zoom

355 **Consultation:** Friday, December 10, 2021 – Zoom

356 **Board Standing Committees:** Wednesday, ~~December 15, 2021~~ – Zoom

357 **LACCD Board Meeting:** Wednesday, December 15, 2021 - Zoom

358 **DAS Executive Committee Retreat:** Friday, January 21, 2022 – Zoom

359 **ASCCC Accreditation Institute:** February 24-26, 2022 – Hybrid

360 **ASCCC Spring Plenary Session:** April 7-9, 2022 – Hybrid

361 **District Summit:** Postponed – Zoom

362

363 **Adjournment**

364 (Akl/Nicholas) **M/S/P**

365 The meeting was adjourned at 12:03 p.m.

366

367 Respectfully submitted by Lourdes M. Brent, DAS Secretary