

District Academic Senate Exec Meeting

Friday August 11, 2017

Educational Services Center, 7th Floor Conference Room

Minutes

Attendance

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP: Curriculum), Dan Wanner (Treasurer), Don Gauthier (Immediate Past President), Eloise Crippens (Equivalency Coordinator), Lourdes Brent (Secretary)
City	Dan Wanner
East	
Harbor	
Mission	Deborah Paulsen
Pierce	Anna Bruzzese
Southwest	Robert Stewart
Trade	Alicia Rodriguez-Estrada (for Martin Diaz)
Valley	Josh Miller
West	Holly Bailey-Hofmann
Guests	Margarita Pillado (Pierce)

Call to Order:

DAS President Angela Echeverri called the meeting to order 10 a.m.

Introductions

Those present introduced themselves.

Approval of Agenda:

Gauthier/Atondo

M/S/P

Approval of minutes, June 16, 2017:

Motion to postpone approval of the minutes to the next DAS Exec meeting

M/S/P

Gauthier/Wanner

29 **Public Speakers:**

30 None

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32 **Action Items:**

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34 **Approval of DAS Calendar for Academic Year 2017-2018**

35

36 Bruzzese/Wanner

37 M/S/P

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39 The following colleges have agreed to host the DAS this academic year:

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41	September 14, 2017	West
42	October 12, 2017	Trade
43	November	No meeting
44	December 14, 2017	Valley
45	February 8, 2018	Southwest
46	March 8, 2018	Pierce
47	April	No meeting
48	May 10, 2018	City

49

50 Due to the Chancellor's schedule, consultations will be on Mondays for the Fall 2017
51 semester. Echeverri will request another day of the week for the Spring 2018 semester
52 to accommodate Pierce's Academic Senate meeting schedule. Bruzzese thanked
53 Echeverri.

54

55 **Reports:**

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57 **Colleges**

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59 **City:** Dan Wanner reported that the main cause of concern is enrollment. City's budget
60 projection is a three million dollar shortfall for 2017-2018. The College is looking into
61 the possibilities of cutting adjunct faculty as well as programs. Program
62 viability/discontinuance might be necessary, especially for high-cost majors such as
63 theater and nursing. The College has done outreach, but enrollment continues to fall
64 below target levels. Atondo reported that the Chancellor expressed a serious concern
65 about the enrollment throughout the District. The Chancellor requested that faculty
66 add more students per section. El-Khoury noted the consistently high levels of demand
67 statewide for jobs in health care, especially nursing. As such, we should not be looking
68 to cut Registered Nursing programs. Echeverri noted that colleges should have program
69 viability and discontinuance policies in place. Wanner reported that City's class sizes are
70 big. Gauthier noted that it might be time to consider combining high-cost programs and
71 adopt a regional perspective.

72

73 **Mission:** Deborah Paulsen reported that the vice president and a small group of faculty
74 are working on meta-majors, with more discussion scheduled to occur at FLEX Day.
75 Regarding enrollment, Fall classes were purposely overscheduled 5% to permit cuts
76 before the beginning of the semester. The Los Angeles College Promise is moving
77 forward. Using the latest bond funds, the new Arts/Media/Performance building will
78 open Fall 2017. The Developmental Communications discipline will go through viability.
79 If Developmental Communications is discontinued, a number of questions arise,
80 including placing discipline faculty in another discipline/department, possibly English.
81 Gauthier questioned the enrollment numbers of ITV and noted that since ITV is not a
82 college, perhaps Mission should count those numbers as theirs. Paulsen further
83 reported that they have had an acting vice president of academic affairs since Spring,
84 but that person may not be serving in that capacity in Fall.

85
86 **West:** Holly Bailey-Hofmann reported that West's college president placed art and
87 music under program viability. West's academic senate currently has no vice president
88 as the reassigned time is a .2 and is not commensurate with the amount of work
89 involved. The senate treasurer receives a .1 reassigned time. West is also working to
90 establish a pathways inquiry group. It is called the Instructional Design Vision Team, and
91 some of the newest faculty hires are participating. Bailey-Hofmann also noted that the
92 college president is still new to the California Community College system as well as
93 shared governance under AB1725. Janet Fulks will be attending West's FLEX Day.
94 Bailey-Hofmann also recommended that curriculum be rewritten so that studio classes
95 be on CSU check sheet.

96
97 **Valley:** Josh Miller reported that Valley is "out of debt." Regarding pathways, Miller is
98 waiting to see the Guided Pathways allocations from the state. He recommends a
99 combined effort throughout the district. Valley is still much involved in OER (Open
100 Educational Resources). Valley is being approved for a Z-Degree grant as they have 50
101 OER sections. In addition, Miller noted that if a class is a zero textbook class, it should
102 be so noted on the schedule using a special icon. The RP Group will be attending
103 Valley's FLEX Day. Guided Pathways conversations are ongoing. There are no talks of
104 budget cuts at present. Miller and Cable Green, director of Open Education for Creative
105 Commons, will possibly be presenting at the Senate Summit.
106 Atondo noted that no articulation agreement states "required textbook," but instead
107 should be "representative of recommended reading." In like manner, there are no such
108 issues with C-ID either.

109
110 Margarita Pillado noted that one cannot use online educational resources or a website
111 link for the course outline of record. The University of California (UC) will accept as long
112 as there is a stable platform.

113
114 **Trade:** Alicia Rodriguez-Estrada reported for Martin Diaz. Enrollment is also down at
115 Trade. The college has been using the pathways model for 3 years under the acronym
116 PACTS (Pathways to Academic, Career and Transfer Success). A Pathway Academic,

117 open to faculty and staff, opened this summer. The search for a vice president of
118 academic affairs has ended but the successful candidate has not yet been announced.
119 Brent reported that Culinary Arts and Cosmetology are not yet in pathways.

120

121 **Southwest:** Robert Stewart reported that enrollment discussions will involve the vice
122 president, the senate, and the AFT. Cancellation of classes is predicted. He also
123 reported that Southwest has an advanced class policy, e.g., physics. Guided pathways
124 will be introduced on FLEX Day as most faculty at the college are unaware of this State
125 Chancellor's initiative. Southwest has also lost its professional development
126 coordinator. Natural Sciences have been in bungalows, but this spring, the college will
127 break ground for a new building which is, unfortunately, only half of what the
128 department wanted.

129

130 On the subject of Guided Pathways, Miller reported on the 4 pillars which covers the
131 student experience from beginning to end. A portion of Guided Pathways could include
132 clustering majors. Students could also receive digital badges for unit completion.

133

134 **Pierce:** Anna Bruzzese reported an uncertainty about cutting classes. The Chairs
135 Committee made recommendations about class cancellations and the vice president will
136 make decisions on August 21st. The Los Angeles College Promise is doing well. The FLEX
137 Day theme will involve creating campus unity and equity. There will be a keynote
138 speaker from the State Chancellor's Office, and breakouts will center on equity themes.
139 Regarding pathways, chairs and discipline faculty are encouraged to review and limit
140 open ended electives, and offer courses in such a way that students can complete and
141 graduate in a timely manner.

142

143 **OFFICERS**

144

145 **President:** Angela Echeverri discussed transition for the new officers who are still having
146 access problems with telephones, computers, and the website. At the consultation on
147 August 10th, Vice Chancellor Roman noted that the completion of employee
148 evaluations, a recommendation to meet standard by the ACCJC, was proceeding using
149 an SAP interface called EASY. The district must complete 3,400 employee evaluations
150 yearly. The district is "not there yet." Human Resources will leave the adjunct faculty
151 hiring lists open for the year. Department chairs should contact Shawn Tramel to open
152 a list for adjunct pools, e.g., Astronomy.

153

154 Echeverri reported that the Chancellor was seriously concerned about the enrollment
155 declines. The District met base last year but had to use enrollments from both the first
156 and second summer sessions to do so. As a result, in order to meet base in 2017-18, the
157 district must increase enrollment by 2%. If this does not happen, the District may be in
158 stabilization for 3 years. If this trend continues, the District may be forced to re-base.
159 With such an apportionment shortfall, new ongoing expenses will be difficult to fund.

160

161 Four thousand five hundred (4,500) students are reported enrolled via the Los Angeles
162 College Promise (LACP).

163

164 CSU faculty were caught off guard by the announcement of the CSU Chancellor's
165 executive order regarding the change in the assessment and remedial course
166 requirements for English and mathematics. There will be a breakout about this change
167 at the 2017 Summit.

168

169 Vice Chancellor Cornner reported that students were still having trouble signing on to
170 and registering in classes with PeopleSoft (PS), the new student information system.
171 The District office will set up a call-in center to assist students with the online
172 registration process. The Personnel Commission is expected to conduct interviews next
173 week. Extended hours of operation (beyond 9 to 5) were strongly recommended by
174 DAS Exec members. Another glitch that has occurred is that requisites (prerequisites)
175 were sometimes entered incorrectly by the colleges. All colleges should have PS
176 mentors.

177

178 Echeverri also reported on the August 9th Board of Trustees meeting. A resolution to
179 sanction Trustee Svonkin was referred to an *ad hoc* committee consisting of Trustees
180 Veres, Kamlager, and Moreno who will meet in closed session.

181

182 In a 4-3 vote, the Board voted to replace AECOM, the bond project managers, with
183 Jacobs Engineering. AECOM is protesting the decision. The Chancellor's contract was
184 renewed through 2020. Jeffrey M. Prieto, formerly of the U.S. Department of
185 Agriculture, is the new LACCD General Counsel.

186

187 As the various bargaining units are still in negotiations, the Board approved the
188 extensions of the existing collective bargaining agreements though January 2018. The
189 faculty is working under the 2014-17 contract. There has been no decision on new
190 funds for the HRA (health reimbursement agreement) benefit, which lapsed in 2017.

191

192 The District has \$160,000,000 in reserves which is greater than the 10% required by the
193 ACCJC. Because its enrollment did not grow this year, the District returned to the state
194 the \$11,000,000 it received in growth funds.

195

196 In September, the Board will vote on a proposed 10-year food vendor contract to Pacific
197 Dining Services. All colleges except Harbor, Mission, and Trade (which have Culinary
198 Arts departments) will be affected. There were many complaints from the floor,
199 especially regarding the loss of Falafelicious, a long-time food vendor at Pierce.

200

201 The Board also passed a homelessness and food insecurity resolution.

202

203 **1st Vice President:** Naja El-Khoury remarked that the college vice presidents should not
204 be cutting classes at this juncture. With all of the difficulties both the students and the

205 colleges have encountered with PeopleSoft, colleges should have one more week to
206 make enrollment. LACCD students historically enroll late. The colleges should also wait
207 for the call center(s) to be functional. He urged the DAS Exec to make a strong
208 statement in this regard. El-Khoury also noted that the enrollment and section data
209 may be illusory and could be interpreted in a number of ways.

210
211 An emergency resolution (Gauthier) failed for lack of a second.

212
213 However, the DAS Executive Committee did unanimously pass a sense of the senate
214 motion:

215
216 **SENSE of the SENATE**
217 *The Executive Committee of the District Academic Senate strongly recommends to*
218 *delay any class cancellations until Monday August 21, 2017 to allow the maximum*
219 *number of students to enroll and to permit the district call center with expanded hours*
220 *to be operational.*

221 Gauthier/El-Khoury M/S/U

222
223 Echeverri stated she would communicate the approved Sense of the Senate language to
224 Chancellor Rodriguez.

225
226 El-Khoury continued his report and noted that the Computer Science issue is currently
227 on hold. The District Curriculum Committee (DCC) will take action in September.

228
229 **2nd Vice President:** Elizabeth Atondo reiterated that DCC will take action on the
230 Computer Science question at its September meeting, noting that there cannot be
231 different minimum qualifications for the same discipline. The district may face a fine in
232 this regard.

233
234 Margarita Pillado referenced E-65 in the role of district discipline committees in
235 approving curriculum. Atondo noted that district discipline committees do not approve
236 curriculum, and that a change in E-65 may be necessary.

237
238 Atondo went on to report that digital badges will be on the upcoming DCC agenda.
239 Also, as CurricuNET will not be implemented until Spring 2018 or Fall 2018, curriculum in
240 all of the colleges will proceed with ECD (Electronic Curriculum Development).

241
242 **Treasurer:** Dan Wanner reported that he is learning the processes and will bring
243 spreadsheets and detailed reports to future DAS meetings.

244
245 **Professional Development College:** Lourdes Brent reported difficulties in waiting for
246 CurricuNET, but proceeding with ECD for the near future will accelerate the
247 implementation of the Professional Development College curriculum through Valley.

248 Seminars are planned for Fall; a two-year schedule of classes will be discussed at the
249 PDC Steering Committee.

250

251 **Discussions:**

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253 Echeverri introduced DAS goals for 2017-2018, including a DAS newsletter, supporting
254 faculty leadership, and supporting professional development. Roster sheets were
255 distributed to the senate presidents who were asked to complete them and return them
256 to A. Echeverri.

257

258 El-Khoury expressed concern over administrators sweeping local senate funds. There
259 are two options: 1) Maintain the funds at the district office; 2) Keep the current system
260 in which the funds are distributed to the college senates where the funds are
261 maintained and distributed locally. Whatever option is chosen must apply to all of the
262 colleges.

263

264 **Summit Planning:** Echeverri requested that the DAS Exec review the proposed Summit
265 agenda and forward feedback. The Summit will be held on September 22nd at City. As
266 there will be a breakout session on changes to English and Math at the CSUs, English
267 and Math faculty are encouraged to participate. Tim Welch from West will do a Safe
268 Space breakout session. Representatives from TransCanWork will join the panel.

269

270 **Next meeting and adjournment**

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272 The next meeting of the District Academic Senate Executive Committee will be Friday,
273 September 8, 2017, from 9:30 a.m. to 12:30 p.m. at the Educational Services Center.
274 Please send agenda requests to Echeverri.

275

276 The meeting adjourned at 12 noon.

277

278 Respectfully submitted by Lourdes M. Brent, DAS Secretary