MEETING MINUTES
Dolores Huerta Labor Institute Steering Committee
Date: Thursday, September 30, 2014
Time: 1pm-3pm
Location: ST 541

ATTENDING:

DHLI: Shigueru Tsuha, Kenadi Le
Academic Senate: Don Gauthier
AFT Faculty Guild: Joanne Waddell, Carl Friedlander
AFT College Staff Guild: Mercedes Gaitan
District Office: Bobbi Kimble
Labor Liaison: Lou Siegel
LATTC Labor Center: John McDowell, Kathleen Yasuda
UCLA Labor Center: Kent Wong
Guests: Larry Frank, LATTC President

The meeting was called to order at 1:05pm

Updates

1. Review
   a. Shigueru Tsuha reviewed DHLI’s Fall 2013 events, courses offered, workshops and organizations DHLI worked with.
   b. John McDowell: recommends being more specific in the review handout—provide location of courses and name contributing organizations.

2. StEP
   a. Shigueru: In response to Carl Friedlander’s question declining L-StEP numbers, Shigueru explained that some faculty backed out in the middle of the semester after committing to doing it, thus not giving DHLI time to find a replacement. Although adjuncts get a stipend to do StEP, full-time faculty don’t so they are not negatively impacted if they do or do not do StEP, so they are more likely to withdraw their commitment if their workload is too much and they feel they can’t handle doing StEP. Sometimes adjuncts don’t get classes that they thought they would get, so they withdraw their commitment.
   b. Don Gauthier: recommends sending out marketing to a wider audience in the district to catch folks who might be interested.
   c. Kathleen Yasuda: suggests getting material out to the Chapter Presidents and asking them to send it out at Chapter meetings. Also, DHLI should present at discipline committee meetings.
   d. Lou Siegel: suggests connecting with the Adjunct Issues Committee to set up an
announcement with adjuncts who would be interested in StEP.

3. **UALE Conference**
   a. March 26, 2014 is the UALE conference. DHLI is sponsoring a collective bargaining workshop demonstration.
   b. Kent Wong: There will be a labor tour, an action and 3 plenaries. There is a cultural night at the Janitor’s Hall and there will be a gathering of labor educators around the country.

4. **Action:**
   a. Shiguereu will send Don the DHLI newsletter for distribution, as well as to the AFT Chapter Presidents.
   b. DHLI will reach out to the Adjunct Issues Committee to recruit Adjuncts for StEP.

**Program Review**

1. Bobbi Kimble: District hasn’t est. individual program review units. Template hasn’t been finalized because of change-overs (Albert Roman new VC of HR). They are going back to revisit the templates. Next step is to get DHLI into the District as administrative unit so that it can put DHLI into program review for DHLI’s unit. Maury Pearl will put together the District Office Service Outcomes (DOSO), so DHLI should email him directly about whether DHLI was included in the District DOSO or not.

2. **Action:**
   a. DHLI will contact Maury Pearl about being in the DOSO.

**Strategic Plan**

1. Bobbi Kimble: District has a strategic plan that was updated last year and is good through 2017. It is unclear whether the different shared governance committees who have their own strategic plans link back to the District’s plan. Accreditation will look at the process for how the District updates its plan. There is no codified process. It is unlikely that there will be a lot of alignment points between DHLI’s and the District’s strategic plan, because of the way DHLI’s program is designed. Perhaps DHLI has some points that it attaches with some of the college plans. Recommends commencing the strategic planning cycle so that DHLI’s plan will sync up with the District’s plan. It is unlikely there would be big changes to any data elements that would hold up DHLI. Any modifications would probably be modest.

2. John: Shiguereu should attend a DPAC meeting to get a flavor of what’s happening. Meetings are on the 4th Friday of the month at the District board room.

3. Steering Committee (SC): DHLI should get the updated strategic plan done by summer, with a draft done in March 2014.

4. **Action:**
   a. DHLI to attend DPAC meetings.
   b. DHLI to begin new strategic planning session, draft done in March 2014.

**Foundation Money-Short Terms Agreements**
1. Shigueru: DHLI’s foundation account was audited and we were told that for every speaker we need an STA approved by the Board. The auditor did not seem certain about the exact proper procedures.

2. John: suggests a meeting between himself, Joanne, Don, Bobbi and Jeanette Gordon to discuss this.

Freedom Schools

1. Kent: UCLA Labor Center has been involved with the Fed and the Children Defense Fund (CDF) to host a high school summer program—a freedom school with labor and social justice emphasis. The program is a full day 6-week summer program, M-F 9am-4pm. Larry Frank wants to explore ways to give high school students participating in freedom schools college credit either through DHLI or UCLA. Rusty Hicks from Fed met with Larry to discuss expanding the high school leadership schools run by CDF. UCLA Labor Center and the Miguel Contreras Foundation partnered with CDF to offer a freedom school at Miguel Contreras High School. Would there be a way to give these HS students CC credits.

2. Larry Frank: CDF revived the freedom schools which go back to the Civil Rights Movement of the 1960s and the Highlander Center. The District is getting growth money. There is an interest in using the dual enrollment strategy where students go to community college (CC) after hours and get college credit and the college gets an apportionment. Dual enrollment involves college faculty going to the high schools. We are looking at growth and want to create pathway between high schools and CCs. This would fill the need for growth and a pipeline. The perfect entity would be DHLI which has relationships with all 9 colleges and existing relationships with faculty. There is already a curriculum. If we teach it, we need to get the curriculum approved at the CCs. While we wait for the dual enrollment piece to pass. We could develop the relational pathways with potential high schools. We could start with several hs that want to operate a freedom school that is run at a college, so it’s like a bridge program.

3. Kent: There is a structured curriculum drawn from the CR Mvt, social justice, leadership, pride. The one at the Miguel Contreras High School (MC) has stronger emphasis on labor and immigrants right. There was no funding for MC summer school. They couldn’t offer high school credit. It was not a for credit program at MC because they didn’t hire high school teachers. If you could get credit for 1 college class, that would be a huge incentive for students. Esa Escobar is a UCLA grad who ran the freedom school and was hired by the Miguel Contrera Foundation.

4. John: the issue is what courses are going to run, because of the issue of minimum quals. DHLI get a hold of the curriculum for the freedom school and meet with faculty to see if they can take parts of the curriculum and see where it can be infused into current courses. DHLI’s link would be the curriculum and faculty and who would be teach and see which courses fit existing courses. f college presidents see DHLI as a revenue generating institution and freedom schools can contribute to FTES.
5. Don: 2/28 is Discipline Day which would be the perfect day to have people talk about it. Valley Monarch Hall 8:30-3pm. DHLI should meet with Elizabeth Otando (the curriculum person).

6. **Action:**
   a. Shigueru will meet with Kent and Larry to discuss DHLI’s involvement
   b. Kent will send a copy of the freedom school curriculum

**BOT presentation**
1. SC suggests doing the presentation in March or April 2014, and another one after the new Chancellor arrives. Shigueru will ask Bobbi to help set up another BOT presentation.

**Budget**
1. Shigueru: the issue about an ongoing operational budget for DHLI was put off hold until a new chancellor was hired.
2. John: He will set up a meeting with Miguel Santiago to discuss having Jeanette do something more definitive regarding DHLI’s operational budget.
3. **Action:**
   a. John to set up meetings with Jeanette re: DHLI’s foundation audit and operation budget.

**Announcements:**
1. DHLI is trying to get copies of Inequality for All film.
2. DHLI’s theme this semester is Raising the Minimum Wage and Income Inequality

**End**