District Academic Senate Meeting

Thursday, September 11th, 2014
Los Angeles Valley College

MINUTES

Attendance

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1. Call to order/Approval of Agenda: LAVC President Erika Endrijonas greeted DAS members and welcomed them to Los Angeles Valley College. DAS President Gauthier called the meeting to order at 1:40 pm. The agenda for the meeting was approved (Gaines/Atondo MSU). Immerblum requested adding the item “Brown Act Compliance” under Other Items.

2. Approval of May 8, 2014 Minutes: The minutes of 5/8/14 were approved with one correction (Cohen/Gaines MSP; Brent abstained).

3. Public Speakers: Deborah Harrington gave an update on several Student Success activities.
   - Student Success (SS) Committee: There was a joint Student Success and AtD retreat on May 3, 2014, in which members decided to focus on developing a First Year Experience. Several other SS initiatives will be previewed at the upcoming DAS Summit.
• **Achieving the Dream (AtD):** The next set of AtD coach visits is coming up. The District is transitioning from nine to three AtD coaches. Three LACCD colleges will become AtD leader campuses.

• **Faculty Teaching and Learning Academy (FTLA):** The 7th FTLA cohort will start in January.

• **Leadership and Reading Apprenticeship (RA):** A STEM track for an upcoming RA is planned.

**Daniel Keller,** the faculty liaison to the CurricuNet Implementation Team, gave an update on the status of the project. He stated that 78 other colleges in California are currently using CurricuNet. He reported that the team would be forming a steering committee to guide the software’s implementation. Members will include the local Curriculum Committee chairs, department chairs, deans, and others. The process will involve an examination of how curriculum is developed and problems encountered in the transfer to the new system. He encouraged faculty to direct input and suggestions toward the steering committee members. Echeverri asked about the implementation timeline for CurricuNet. Keller replied that beta testing was currently projected to start in 18 weeks, but it might take twice as long; the design and academic implementation will probably occur over the academic year. Keller explained that ECD currently maintains 86 elements, plus some sub-elements. Beaulieu recounted recent DAS discussions about changes to the Course Outline of Record (COR) and DCC’s proposal to only include items required by the state. He mentioned some DAS members were concerned that important COR information would be lost. Atondo argued the COR is a legal document that needs to be as simple and concise as possible. Keller assured DAS members that removing such elements from the COR does not remove them from the database or system. Atondo added that individual colleges can still require certain elements in the COR, if desired.

**Old Business**

1. **Adult Education meeting-need for faculty participation:**

Gauthier announced that an Adult Education planning meeting would take place tomorrow, Friday 9/12/14 at 9:00 am at the Van De Kamp Center. He explained that Assembly Bill 86 was the legal background for establishing a legal consortium including the LAUSD and smaller K-12 districts around us. Tomorrow’s meeting will be the first opportunity for faculty to participate in this discussion. A number of
faculty from five areas have agreed to attend as experts. These areas are listed below:

- Basic Skills
- English as a Second Language/Citizenship: Typically low level noncredit ESL
- Education Programs for Adults with disabilities
- Short-Term Career Technical Education (CTE) Programs
- Programs for Apprentices

Gauthier reported that the meeting agenda has not been sent out yet by the organizers. Beaulieu stated that Gauthier and he met with East President Marvin Martinez and took sharp issue with the fact that faculty had not been involved earlier. There are many questions surrounding the implementation of AB86 and it is not clear that the District will take over all five of these areas. What is certain is that Sacramento wants to see significant change. Lawmakers are not happy with the K-12 system running Adult Education and the community colleges will probably wind up taking it over. The consortium must submit a plan by the 1st of the year (2015). Gauthier added there is an October 31st deadline before the January 1 deadline. Brent replied it seems like there is a timeline attached to funding which is driving the process. Beaulieu suggested the DAS might want to argue for more time to address the success of our existing students, before taking on this new segment.

Gauthier and Beaulieu explained we are dealing with LAUSD representatives with two different perspectives: administrators who would like to unload Adult Education and faculty worried about their minimum qualifications and job security. Beaulieu questioned the wisdom of having a single entity in charge of ESL in a city with so much illiteracy. Freitas asked how many LACCD faculty would be in the workgroups. Gauthier replied he is still gathering names from different colleges. Immerblum stated this is going to be a very competitive process; the District is seeking to grab as much of the pie as they can. He added he did not see the role the DAS will play, because some areas are not strictly discipline related, such as disability. Hernandez argued the DAS must focus on developing a plan and not be forced into rushing into a package, noting that in the LAUSD administrators drive
curriculum. Gauthier asked DAS representatives to encourage their faculty to attend.

2. Presidential Evaluation: Gauthier reported that AFT President Joanne Waddell and he received a report on the comprehensive evaluations of college presidents in the District. He stated it is clear that both the evaluation process and instrument need to be improved. Beaulieu expressed concern that under the current process, college presidents have the ability to pick five out of the seven faculty members that evaluate them, aside from the senate and union presidents. He added that in the past, the academic senate and AFT selected the faculty representatives who evaluated the presidents.

Immerblum proposed the following motion:

Faculty representation on presidential evaluation committees should be selected by faculty leadership, with the exception of one selected by the evaluee.  
(Immerblum/Milke MSU)

Gauthier stated this topic would be on the agenda at the next DAS and consultation (11/22/14) meetings. Gauthier added he would also like to review the evaluation instrument. He reported that the following administrators would be evaluated in Spring of 2015: Deputy Chancellor Adriana Barrera, President Burke (Pierce), President M. Martinez (East), President R. Martinez (City), LACCD General Counsel Camille Goulet, President Frank (Trade), and Vice Chancellor Romano (Human Resources).

3. Student Success Efforts: Gauthier reported that interim Vice Chancellor Kimble agrees with the DAS consensus that Dean of Student Success Harrington should focus more on LACCD projects. Harrington will attend the upcoming DAS Summit. Gauthier will invite her to future Executive and DAS meetings. Gauthier stated he would like the DAS to approve a resolution to focus on student success efforts in the following three areas:
• Math/English acceleration
• First Year Experience programs
  Embedded/dedicated peer tutoring

Beaulieu expressed concern the District’s discussion on Student Success is too vague. He argued the DAS should bring up its concerns about the lack of coordination of Student Success efforts. McMurray stated there seems to be a total lack of regard with what is going on at the campuses and cited the ill-timed three-day Board retreat at Malibu the first week of the semester. Immerblum discussed the lack of programs to help community college faculty develop effective teaching skills. McMurray mentioned that CSU Dominguez Hills offers an 18-unit certificate program for faculty to become better teachers. Gauthier announced the Faculty Teaching and Learning Academy (FTLA) would be held at the Van De Kamp Center this year.

New Business

1. Academic renewal: Gauthier discussed Board Rule 6700 on Academic Renewal. The DAS has already modified BR 6700 to reduce the time for substandard course work to be removed (from two calendar years to one), but the changes have not been posted. The revisions need to be posted as soon as possible; we have been told that the District is working on this. Atondo stated the entire Board Rule needs to be revised. Brent explained that while we wait for BR 6700 to get updated, students could mitigate substandard grades by retaking a failed class and filling out a Request for Lining Out Process form. She explained that if students earned A and F grades for a class, the F would come off the grade point average (GPA). On the other hand, if students change majors, pass a higher level class, or the class is no longer offered, they can petition for renewal and wait one or two years to have the grade removed from their GPA. Students requesting academic renewal have to show good faith and progress, achieving a GPA of 2.0 in their last 30 units or 2.5 in their last 15 units at an accredited college or university.

Brent distributed and discussed a handout listing the pros and cons of removing the unit cap from academic renewals. She proposed the DAS recommend removing entirely the current 18-unit cap for academic renewal. She listed several high-unit classes at Trade (ranging from 8 to 13 units) to illustrate her point. She explained that for repeat and line-outs, there is no unit cap; as long as
students repeat a failed course, the substandard grade is removed. She added that if a student is on academic probation for two semesters they lose their financial aid, fee waivers, and priority registration.

Zimring-Towne argued against removing the cap altogether and instead proposed raising the limit to 24 units. She also suggested a certain dispensation for high-unit courses. Atondo stated DCC came up with a preliminary recommendation that the cap remain at 18 units, but members were open to raising it to 24 units. Hernandez stated the 18-unit unit cap seemed arbitrary. Zimring-Tonwe asked if there was an appeals process for requests of more than 18 units. Cohen suggested changing the academic renewal language from units to courses. Immerblum mentioned he served on East’s Appeals Committee on Fourth Repeats, stating it was a real eye-opener for him how a student’s GPA can plummet very quickly. He added that many of our students are transitioning from high school to college and argued they need a chance to mature and catch up. Beaulieu suggested the DAS gather more information and see what other colleges are doing statewide. Brent and Ahn volunteered to research academic renewal and compare different policies in the state. Gauthier suggested they find out how many of our students are impacted by BR 6700. Zimring-Towne added currently there is no appeals process for academic renewal. Gauthier asked Brent and Ahn to report back to the DAS in October.

2. District-wide Food Vendor Study: Gauthier reported that at the urging of Trustee Svonkin and other Board Members, the LACCD recently commissioned a report entitled “Los Angeles Community College District Food Program Assessment” dated February 26, 2014 authored by Jerry Throener, a consultant who is also a senior district manager for the food service firm Aramark. The District has formed a task force to review the performance of culinary vendors at the colleges. Gauthier explained that according to the proposed changes outsourcing to food vendors could have an impact on college culinary programs at Mission, Harbor, and Trade. He has urged faculty in the three programs to form a Culinary Discipline Committee, which currently does not exist, to discuss their common concerns. Gauthier stated his
main concern was the potential effect on the culinary programs and their facilities and equipment. The kitchens and serving lines and food bistros are teaching laboratories for culinary students. Hernandez proposed the DAS draft a motion that specifies protections for culinary arts programs for consideration in October. One criticism of the study is that only two people were interviewed on each campus, during a time when most faculty were not present. McMurray expressed concern about the lack of consultation and transparency, recalling similar efforts to consolidate both campus Child Development Centers and Bookstores. Furthermore, the proposal has not been vetted through the shared governance process. It is still unclear how much of money earned by food services would come back to the campuses or what would be charged for allowing outside vendors to use campus facilities. Gauthier will send to the report to DAS members electronically. Brent added Trade faculty are very concerned about the proposal to have outside vendors take over the culinary teaching labs. Zimring-Towne added that many of our students are employed through the culinary programs.

3. 60 unit limit and possible ASCCC resolution: Freitas explained that the 60-unit limit for Transfer Model Curriculum (TMC) degrees would force chemistry faculty to change their major courses from five to four units in order to comply with the limit. He is working on a resolution, which still needs some work. One option is to ask the state chancellor’s office to have a more nuanced version of the unit limit. Beaulieu added that all the articulation and transfer directors had issues with Social Sciences TMC and expressed his disappointment in the ASCCC for not helping with the issue. Freitas added that faculty need to talk about unit float and different number of contact hours for some of our courses. Atondo replied that DCC and DAS have reviewed unit discrepancies and obtained data for the courses affected.

4. Summit Status Report: Gauthier has requested a list of people (faculty and administrators and your campus ASO president) who plan to attend the upcoming DAS Summit.

5. Modifying Chancellor/Presidential hiring process to include community forum: Gauthier spoke in favor of public forums and stated that people from the community selected by the Board to serve as community reps have not participated fully on the chancellor and
McMurray recounted recent troubles drafting the job description for Harbor’s new president. Furthermore, the consultant was in the room all the time while the committee was discussing the candidates. She added that number of applicants did not meet minimum qualifications and there was even an attempt by the Board members to do the screening. Beaulieu expressed concern that there were only two faculty representatives on the chancellor’s selection committee, adding we have four faculty representatives for presidential hiring committees. The Seante and the AFT met with Veres and Santiago over this issue. Beaulieu argued that limiting faculty representation suggests that the hiring committees have a perfunctory role.

**Action Item**

1. **Articulation Officer White Paper-Ratification:** Gauthier asked DAS members to review the paper on articulation officers for ratification. Hernandez asked why the DAS was voting on the paper without noticing it. Gauthier replied there was a sense of urgency originally because administrators were reviewing the assignments of several articulation officers. Atondo added that many articulation officers feel administrators don’t understand what they do. They believe the paper would be helpful to educate colleagues and administrators, by outlining the role of articulation officers statewide. Attached to the white paper is information from the state chancellor’s office about articulation and transfer programs. Atondo said the articulation officers would greatly appreciate the DAS support. Atondo mentioned her reassigned time at Pierce was reduced without consultation. Immerblum stated he supports this motion fully, but there are certain aspects of the AOs job that are time-intensive which are not outlined or prioritized and this does a disservice to the paper; he suggested highlighting these items.

Hernandez/Adajian moved that in light of the apparent urgency the DAS support the Articulation Officers’ white paper (MSU).

Adajian/McMurray moved to extend the meeting for 15 minutes (MSU).

**Reports**

11. **Past President’s / 1st VP Report**
a. **Equivalencies:** Beaulieu reported that Eloise Crippens and he had been very busy over the summer due to several equivalency cases that came up for review.

b. **DBC Report:** There was an interesting presentation by the Chancellor. DBC talked about a new Washington, D.C. lobbyist firm, since the former one’s contract was discontinued. There was also a discussion about the Faculty Obligation (FON) number. The District has committed to early hiring and this has been backed by the Chancellor. The idea is to be ready to go so we can be at the State Job Fair in late January. Human Resources promised the FON numbers for the next DBC meeting or in November at the latest. The AFT main concern was the emphasis on interviewing adjunct colleagues and giving them priority for full time positions. The Senate takes a wider view and wants to cast the hiring nets more broadly to get the best candidates.

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12. **2nd Vice President’s Report**

a. **Prerequisite Policy:** Atondo explained the District prerequisite policy needs to be in compliance with Title 5. She will notice the policy in October for approval in December. Freitas asked whether there would be clarification on the prerequisite challenges. Atondo replied there were differing opinions on what happens while the prerequisite challenge is pending.

b. **E-65: Curriculum approval process:** Atondo stated she hoped E-65 would be revamped in the fall or spring. Currently all curriculum goes to the local curriculum committee, senate, vice president, college president, and Board. There is no reason for the vice president and college president to approve curriculum. The other change is to try to get District Discipline faculty involved in the development of new programs in the beginning of the approval process. We are trying to make E-65 revisions happen, without it being cumbersome; she thinks it will get done by spring.

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13. **Treasurer’s Report:** Immerblum distributed a fiscal report dated 9/11/14. He reported the DAS had $431 in petty cash. Two out of nine
colleges have submitted their annual dues so far. The DAS has a new unallocated certificated account totaling $90,000 to cover 0.2 additional senate reassigned time per campus. These funds are to pay for $4500 per reassigned 3-unit class for an officer. So far Immerblum has received the names of the senate officers for five colleges. It is clear the assignment is to augment senate officers at the colleges. Gauthier explained initially the administration wanted to give 0.2 to the lowest paid senates, but then they agreed to give it to all colleges. Isidore Goodman at Pierce, Josh Miller at Valley, Delia Renteria at Harbor, and Leslie Milke from Mission are going to take advantage of the increased reassigned time. Milke asked about the ASCCC dues. Immerblum replied we are now paying the ASCCC over $22,000 a year.

15. **Brown Act**: Immerblum stated he believed faculty would benefit from training about how we are complying with the Brown Act. Gauthier stated the District Legal Counsel has a very narrow view of the act. Hernandez feels that DAS and the District Curriculum Committee are out of compliance with the Brown Act. There is public noticing of the agenda and the minutes for district and campus senates. This has been brought to the senate’s attention at East. The DAS is noticing like the Board does. Gauthier said the DAS, like the Board, has a physical area for posting in the Educational Services Center lobby, which is technically available to the public 24/7. Beaulieu added we have conflicting answers as to whether the Executive Committee versus the full DAS are subject to the Brown Act. Freitas replied that the rule is any standing committee is subject to the Brown act.

Meeting adjourned at 3:50 pm.
Minutes submitted respectfully by DAS Secretary Angela Echeverri