DAS EXEC MINUTES
12/5/14 10:00 am-1:00 pm
Educational Services Center

Attending: Don Gauthier (President), David Beaulieu (1st Vice President), Alex Immerblum (Treasurer, East), Angela Echeverri (Secretary), Susan McMurray (Harbor), Leslie Milke (Mission), Kathy Oborn (Pierce), Wally Hanley (Trade), and Adrienne Foster (West).

Absent: Elizabeth Atondo (2nd Vice President), John Freitas (City), Josh Miller (Valley), and Allison Moore (Southwest).

Guests: April Pavlik (City), Meghan McGillicuddy (Online Editor at Pierce)

Call to Order: President Gauthier called meeting to order at 10:15 am.

Approval of Agenda: The following item was added to the agenda (Immerblum/McMurray MSU):
Disaggregation of Student Learning Outcomes (SLOs)

Approval of Minutes of November 7, 2014: The minutes for the DAS Executive meeting of 11/7/14 were approved with a few corrections (Foster/Oborn MSP; Milke abstained).

Action Item
1. Agenda preparation for December DAS meeting at Pierce-December 11:
The following agenda items were discussed and proposed for the upcoming DAS meeting:
   • Full report on the LACCD Bond program (Beaulieu): McMurray, Milke and Gauthier discussed their concerns about the lack of transparency with the remaining funds and projects.
   • Assembly Bill 86: Gauthier suggested inviting Dean of Adult Education Adrienne Mullen to address the DAS for 15 minutes. He will encourage DAS members to attend the Adult Ed meeting the Friday following the December DAS meeting.
   • BA degree selection process and next steps
   • Curriculum
   • Action item: Academic Renewal (Board Rule 6700): Increase cap limit from 18 to 30 units
   • Vice president and president evaluations
   • Prerequisite policy: The changes probably won’t be done in time. Gauthier will check with Atondo.
   • Senate DE Committee
   • Accreditation update: Requested by Foster
   • E-65 Task Force
2. **Proposal re: Senate purview in curriculum:** Immerblum stated that Jeff Hernandez suggested a way to make sure that the senate’s purview in curriculum is maintained as AB 86 moves forward. He added he wants to encourage the campus curriculum committees to place these as priority items on their agendas so they can move forward in an expeditious manner and career pathways are aligned.

Immerblum/McMurray MSU moved that the DAS Exec forward the following motion to the DAS:

"Request that the DCC and all local curriculum committees prioritize recommendations for all curricular changes related to AB 86 and expedite the consideration of such changes through our existing processes."

### Discussion Items

1. **Adult Education Forum (Dec. 12) and internal governance structures for Adult Ed:** Gauthier announced that the next AB 86 meeting would be on 12/12/14 from 9 am -12 pm in the Board Room. There are still unanswered questions about how the community colleges and unified school districts will work together. At the same time there is a need to determine how the District’s internal structure is going to handle Adult Ed and the roles of the AFT, senate, administrators, teamsters, and classified. It is not clear how the governance will work; there will be many financial and planning decisions that will involve the District Planning Committee, Budget Committee and other groups. The constituents are in the process of reviewing the 10/31/14 document, which has to be submitted to the state on 12/31/14; this is an opportunity for faculty to make suggestions.

2. **Discipline alignment of courses across the District:** Gauthier reported there are discrepancies in the number of units or hours for certain courses in some disciplines. Furthermore, some colleges are not accepting courses from other District colleges. He stated this would be a discussion item at the next District Discipline Day. Beaulieu replied we have to address these courses on a case-by-case basis. He discussed an ESL/English situation at Valley, Pierce and other colleges. At the last District Discipline Day some, but not all, of the course discrepancies were corrected. Beaulieu added that Linguistics 101 and English 105 should be crosslisted. He stated that faculty are forming a Linguistic Committee; it is quite time intensive to move these changes through and it is not going to happen on Discipline Day. Beaulieu also discussed English 102 not being accepted as a critical thinking requirement at some of the colleges. We need to talk to the departments, faculty, and Articulation Officers about the lists of courses and disciplines. Beaulieu also discussed the Addiction Studies and
Paraprofessional training programs. They have added psychology prerequisites and are not accepting the state MQs for addiction studies. The state auditors could have a problem with these changes. Gauthier replied there are cases in which a decision by the Discipline Committee could be vetoed. Beaulieu will contact the Curriculum Committee chairs, Articulation Officers, and Transfer Center Directors about what courses they see as problems for our students due to changes in titles.

3. Liaisons for VP meetings and A&R Deans: Gauthier stated there needs to be better DAS representation at these meetings. He recalled past running battles over Board Rule 8603. Admissions and Records (A&R) deans also make decisions on scheduling. Gauthier added that the administrative position is that scheduling is their issue; but argued it also under the faculty purview. Milke asked whether a DAS member should sit in on the Chief Instructional Officer (CIO) meetings. Beaulieu replied it could be very productive to have a representative on a regular basis, but not for the entire meeting. Beaulieu added he did not understand why the A&R deans are not reporting to the Vice Presidents of Academic Affairs. Immerblum argued that the senates should consult with the A&R deans before items go to the vice presidents. Foster inquired about whom the Transfer, Articulation, and Matriculation (3SP) committees were reporting to. Beaulieu added that the Transfer Committee could use a more substantial active committee, with vice president liaisons from Academic Affairs and Student Services. Beaulieu opined the Transfer Committee should be a joint committee. Foster argued they should be reporting to the DAS because they affect transfer degrees, certificates, and institutional set standards. Immerblum added there are no official summaries or records of these meetings.

McMury reported Harbor was held up nine months trying to replace their A&R Dean due to delays caused by the Personnel Commission. She added that the International Student Advisor went from being faculty to a classified position. Immerblum agreed that was a separate, but equally important issue. He announced that the A&R Dean meetings are held on the third Tuesdays of the month at City; the next one is scheduled for 12/16/14. Dean William Marmolejo from City chairs the A&R Dean Committee. Immerblum offered to attend as a DAS liaison; Gauthier stated he would try to attend as well. Beaulieu argued DAS members should not have to monitor the A&R Dean meetings and should instead deal with the chancellor and college presidents. He added the DAS needs regular reports from A&R Deans and other committees. McMurray mentioned Harbor hired six new deans in the last year; this will be a major issue as soon as the SSSP money starts coming in. Foster stated she was on the restoration team at Community College of San Francisco; one of the issues they are trying to address is that their counselors do not report to anyone.

4. Consultation items for December 16 meeting: Gauthier requested agenda items for the upcoming consultation. The next consultation meeting will be on Tuesday, December 16 at 3:00 pm. McMurray stated she would like to discuss
delays caused by the Personnel Commission (PC) holding up administrative
hires (Vice President of Administration, A&R Dean, etc.). Milke stated Mission
has an issue with the Child Development Center Director job description being
changed and posted by the PC without consulting faculty, which has delayed the
hire for several weeks. Immerblum stated Chancellor Rodriguez wants all the
probationary faculty hires finalized by the end of the spring semester. He argued
there is a need for a DAS faculty liaison to work with chancellor to help hire
faculty in a timely and organized matter. Milke stated the District Office slows
down the hires, because the Notices of Intent (NOIs) to hire don’t get processed
in a timely manner. Gauthier replied he has heard the same complaint before; we
need an action plan. The District Office has to undergo an accreditation review.
There are 1,400 full-time and 5,000 total faculty in the district. McMurray stated
Harbor was given an arbitrary Full-time Obligation Number (FON) of seven to
eight faculty; they do not have money to hire new faculty and balance their
budget. Foster reported that West is hiring 15-17 new faculty members.

5. DAS Exec Retreat-agenda: Foster said the proposed date of the retreat is the
same day of the semester kick-off at West. Gauthier stated he would explore the
possibility of moving the retreat to another day. McMurray asked about the
status of local training, the academic senate version of the Faculty teaching and
Learning Academy (FLTA). The Chancellor is giving the DAS more money for the
Spring Summit and he wants it to focus on accreditation. Gauthier suggested
having a DAS retreat in January and inviting the first 50 people to respond.
Immerblum stated he felt we should support DAS representatives and use the
retreat to show them how to become more active and involved DAS members.
Gauthier proposed moving the retreat to Wednesday 2/4/14, having the Exec
meeting in morning and the general part later in the day. Foster stated she
would like to distribute applications for Academic Senate of the California
Community Colleges (ASCCC) committees at the retreat.

6. DAS Calendar and Action Schedule: Gauthier stated that the idea is to control
and regulate the items coming through for discussion and approval. There was a
discussion about yearly fall and a spring cycles which are outlined below:
• August: DAS Executive retreat, discuss year’s agenda, set meeting dates for
this year, and post information
• September: The first DAS and Exec meetings are to introduce new items
• October: Items get sent out to local senates for consideration. Senates need to
place items on their agendas, discuss, and vote on them
• November: ASCCC Fall Plenary
• December: DAS votes on action items and notifies relevant constituent
groups of the outcome
• January: DAS retreat, develop agenda, and introduce new items for spring
• February: Items go to local senates for discussion and voting
• March: Vote on items under consideration
• May: Wrap up voting on any outstanding issues
Gauthier stated that while emergency items always come up, this is a plan that can help regulate workflow through the Senate. We need to make everyone aware of this schedule. He is going to bring this to the next DAS and to Consultation.

Gauthier/Milke MSU moved to approve the following motion: *Gauthier will present a calendar of action for DAS to the DAS December meeting.*

7. **Disaggregation of SLOs:** Oborn reported that new standards from the Accrediting Commission for Community and Junior Colleges (ACCJC) now seem to require that SLOs be disaggregated by student. At Pierce they are implementing e-Lumen and every faculty member will enter how each student did on their SLO assessments. Pavlik reported that at City each department has an SLO coordinator. They are assessing 25% of their course offered. She is the SLO coordinator for the Psychology Department; four of their courses are being assessed using e-Lumen and SIS. The instructors give the assessments and they have their own rubric. Foster argued this was a workload issue; grades and SLOs should be done at the same time. Immerblum replied that unfortunately the goal posts have been moved. Now faculty have to do global assessments and identify specific outcomes of their courses. He added he feels there is a way to get disaggregated data without identifying individual students. Gauthier added there may be a privacy (FERPA) issue and argued there needs to be consultation before we identify faculty and students in SLO assessments. There was discussion about whether the point of the disaggregation was an equity issues versus a learning issue.

8. **Other (Trade and BR 6200):** Hanley stated that faculty at Trade are concerned about the three additional GE units that will be required for an associate degree due to revisions to Board Rule 6200. He added that many at Trade feel changes to BR 6200 place an unfair burden on students in high unit CTE programs, because they will increase from 18 to 21 General Education units. Gauthier replied the local plan is for our CTE students, as our transfer students will be following the CSU GE plan or IGETC. He stated about 75% of Trade students are going for CTE training; at most, only 25% of their students plan to obtain an associate degree. Hanley stated that faculty are concerned they are going to have to rearrange the hours in many of the CTE programs that have 45 and 48 units, because if you add 21 units on top of that it goes over the “magic number” of 60. Larry Pogoler and Vice President Leticia Barajas claim they have data regarding these programs. Hanley has requested a meeting with the chancellor to address this issue. BR 6200 was approved by the DAS in October and will go to the Board soon. Beaulieu recounted that around 1995, we took the 18 units required under Title 5 and specified that three of those units be in Health and Physical Education. However, strictly speaking, Health and PE are not general education classes. Beaulieu stated one issue is whether the CTE units are adequate. Plumbing has a basic certificate of 48 units; 60-18 is 42 units. Echeverri
suggested one possible option could be having a unit cut off, in which you could exempt all majors with a high number of units.

New Items/Reports

1st VP Report Equivalency, DBC and Sustainability Institute:

- **Equivalency:** Beaulieu reported that things have been quiet on the equivalency front. He and Eloise are working on the ESL/English issue and other discipline alignment issues. McMurray mentioned there is also an issue with international students and a question as to whether their governments will pay for English, ESL, or Developmental Communication.

- **District Budget Committee:** On the DBC front, the last meeting was canceled, but the DBC Exec has been meeting. They are talking about the allocation model and how it has been altered slightly and about adding items such as the sheriffs’ budget. The other budget item was a discussion of the FON. There are four colleges currently projecting deficits, Mission, Southwest, Valley, and City. Beaulieu stated the numbers always trend this way. In October and November the District projects many deficits and at the end of the year only a few colleges have deficits. McMurray added Harbor has refrained from hiring people to balance their budget.

- **Sustainability Institute:** Beaulieu reported that Chancellor Rodriguez approved funds for the Sustainability Institute to join the Southern California Marine Institute in the AltaSea consortium. The project, at Pier 1 in the Port of Los Angeles Harbor, will involve local colleges and universities and this agreement brings all nine of our campuses to the table as the planning begins. Members of the consortium include the University of California, Los Angeles, Occidental College, University of Southern California, and a number of California State Universities. Our voice will be important in helping shape the vision of the project.


President’s Report-Bond Steering, Discipline Day, Spring Summit Event

- **BR 6700 (Grade Symbol Definitions and Conditions for Use):** Gauthier discussed proposed changes to BR 6700. Foster questioned whether language on Withdrawal (page 3) was feasible, discussed the role of the Academic Senate (page 11), and asked who recommended faculty should be required to retain grades for three years. Gauthier replied that the explanation he was offered for the three years was that faculty need to show continuous improvement because of SLOs. All written work shall be stored on campus. Foster stated that these proposed changes would require guidelines or a fact sheet for faculty.

- **E-65 task force:** Members met to discuss curriculum processes such as course and program approval. Curriculum Chair Dan Keller from Harbor developed a chart and preliminary review of how and why we did things.
• **Bond Steering Committee:** Gauthier will give a report after they meet next Tuesday.

• **Discipline Day:** Scheduled for Friday, February 27th at City’s Student Union Building.

• **Spring Summit Event:** It will probably take place toward the end of April.

• **Baccalaureate Degree:** Gauthier reported that West was selected by the Chancellor, based on guidance from the DAS Exec, to offer a baccalaureate degree in Dental Hygiene. Some trustees are concerned about the cost. Students will have an opportunity to get a Bachelor’s degree for a very low cost, although the college could raise the fees for this program. We should hear back from the state Chancellor’s office on the 15 selected programs by mid-January.

• **Recording DAS Votes:** Gauthier will develop a tally sheet form to be used by the secretary to record all DAS vote totals for each motion starting with the December DAS meeting.

• **DE Stakeholders:** Gauthier stated he would like to make this an official DAS subcommittee.

**Treasurer’s Report:** Immerblum stated we need to make a recommendation to improve communication between floors at the District Office. After many problems and several months, 0.2 local senate assignments will be paid.

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**Meeting was adjourned at 1:25 pm**

Minutes submitted respectfully by DAS Secretary Angela Echeverri