1. Call to order/Approval of Agenda:
   DAS President Gauthier called the meeting to order at 1:34 pm.
   Brent/Atondo (MSU) moved to reorder the agenda and place Academic Renewal under
   Action Items. They also moved to merge the two new business sections in the agenda.
   Immerblum requested to make the AB 86 motion a time sensitive DAS Executive motion.
   The revised agenda for the meeting was approved (Rosow/Oborn MSU).

2. Approval of October 9, 2014 Minutes: The minutes of 10/9/14 DAS meeting were approved
   with several corrections (Rosow/Miller MSP; Moore abstained).

3. Public Speakers: None

Old Business

1. Adult Ed-ongoing meetings and discussions with AFT, UTLA, and Senate: Gauthier announced
   there would be an AB 86 (Adult Education) implementation meeting tomorrow (12/12/14) in
   Edison Hall at East Los Angeles College from 9 am to 12 noon. Gauthier has asked Curt Riesberg
   from Mission to represent the DAS at the meeting. The new draft proposal by the Los Angeles
   Regional Consortium will be sent out by the end of the month. The statewide Adult Education
   Committee is reorganizing and additional constituents will be included in future discussions.

2. Discussion on BR 6200-Increase LACCD GE units from 18 to 21-request for LATTC: Hanley
   reported that Trade faculty have identified 175-179 programs from the California Community
   College Chancellor’s Office (CCCCO) Curriculum Inventory that would potentially be affected by
   the proposed increase in GE units; 45 of those programs are offered at Trade. The range of
   certificate units of these CTE programs is 45-48. He asserted that CTE major courses reflect what
   industry wants and needs to see. With the demise of CTE programs in the K-12 system, colleges
have to teach more content in less time to ensure students are industry ready. Hanley added that CTE program cohorts are helpful to student success. He stated CTE programs have to make up for students’ math deficiencies and expressed concern that the GE requirements keep creeping up. He also argued that it is important that CTE students obtain degrees, because otherwise they cannot be hired to teach in our own programs in the future.

Gauthier/Echeverri moved to extend the discussion time by 5 minutes.

Atondo stated there was some double counting in the CCCCO data. Zimring-Towne added that a college degree implies a certain amount of general education; in America, every single degree has a GE foundation upon which we build a major program. She stressed the importance of a broad based foundation in social and behavioral science. Oborn stated that adding 3 units to certain high-unit CTE programs at Pierce (e.g.: CAOT 68, Accounting 69) does not take into account the number of units students need to take to get up to the required math and English levels. Beaulieu replied that part of the argument was that there was some latitude in the CTE program units. He suggested having the DAS Executive meet with the Trade CTE faculty. He added he could imagine a compromise, with a waiver in the Health and the Physical Education (PE) area for CTE majors. Hanley thanked the DAS for listening to the concerns at Trade.

Gauthier stated BR 6200 would be pulled from the Board’s January agenda and would not go to the Board until the issue gets resolved. Rosow added the proposed GE changes would also affect Dance and other professions that do not require an academic degree. Freitas reminded DAS members that they are always allowed to make amendments to any proposed language.

New Business

1. Progress on Faculty Hiring: Gauthier reported that the District plans to hire about 150 full time faculty next year and campuses are making progress in this area through their hiring prioritization processes. Gauthier suggested that Vice Chancellor of Human Resources Roman establish a special districtwide hiring day to invite people to come to our district to submit applications and check MQs. Milke announced that the upcoming CCC Registry Job Fair was on Saturday, January 31. She suggested sending faculty representatives to the fair would be more effective than having a separate LACCD event. Foster recounted that in the past West held a hiring workshop to help candidates apply for probationary faculty positions. The Faculty Guild (AFT) is conducting a workshop on Saturday, February 7; they will invite our adjunct faculty to attend and practice how to interview.

2. Collegial Consultation Process: Freitas discussed a handout entitled Collegial Consultation Process between DAS, College Senates, Chancellor and Board. He developed a flowchart outlining the District consultation process to be noticed for the next DAS meeting. The idea is that consultation should be a 90-day process if everything goes smoothly. Gauthier stated they plan to notice this item for the February DAS meeting and vote on it in March. Zimring-Towne stated that good intentions regarding timelines might not be feasible due to winter and summer intersessions. Freitas replied intersessions wouldn’t count, only primary terms. Senates would have 30 days to discuss items locally; if they do not do so, the items still move forward. Immerblum asked who could bring a proposal forward. Freitas replied the senators, vice chancellors, and others could submit proposals. The DAS has to agree to move an item forward for further consideration. Zimring-Towne asked whether proposals could only be brought to the DAS in the beginning of the semester. Gauthier replied it is important to let people know about our timelines, but there could be some flexibility. This document clarifies our process and gives
the expectation that items cannot get rushed through at the last minute. However, the DAS would consider urgent items on a case-by-case basis. Freitas added that the other issue is that after the DAS takes action on an item, it commonly gets “lost” in the consultation process with other groups. Freitas argued that DAS approval (for those issues in our purview) should be the last step, before items are forwarded to the Chancellor or Board for approval.

3. **Prerequisite Policy**: Gauthier stated that approval of the new administrative regulation has been delayed until February. Atondo reported the District Curriculum Committee (DCC) would vote on it tomorrow. Some clean up was needed to be in compliance in Title 5; nothing has changed since DAS members last saw it.

4. **DAS Position on Disaggregation of SLOs**: Gauthier stated the DAS might need to take a position on the disaggregation of Student Learning Outcomes (SLOs). Zimring-Towne stated that in the past, faculty have been assessing SLOs at the course level by reporting the percentage of students reaching a given SLO, but without identifying specific students. She added the new process requires that faculty enter SLO information for each student. Miller agreed that the assumption is that now SLO assessments have to identify both students and faculty. Pavlik stated she had met with City’s SLO coordinator to discuss how student and instructor data could be singled out. Milke reported that Mission uses a home-grown SLO system which provides student information. Gauthier replied that Napa College did not disaggregate SLOs for their recent accreditation and did not get penalized by the accrediting commission (ACCJC) and wondered why we were in a hurry to adopt this without wider discussion. Immerblum asserted we need a clear definition of what disaggregation of SLO data means. Freitas replied the new standard requires the disaggregation of SLO assessment results by demographic group to identify equity gaps.

Gauthier/Foster moved to extend the discussion MSP; Immerblum opposed.

Gauthier reported that the District Planning and Accreditation Committee (DPAC) has been discussing this new requirement; most do not feel this is a friendly move by the ACCJC and view it as an attempt to introduce performance-based evaluation/funding. He also stressed that faculty need to be more involved in the committee and district level planning. Oborn mentioned that Pierce’s president plans to purchase an SLO software program called eLumen and the SLO Committee (a senate standing committee) has been told that SLO information has to be submitted every semester for every student. Rosow argued this is a slippery slope and the ASCCC needs to be addressing this loud and clearly. Brent stated she had two concerns: a lot of data needs to be collected, and there are student privacy issues because of the Family Rights and Educational Privacy Act (FERPA). Riesberg added it is also workload issues, because some classes have four to five SLOs. Foster suggested the DAS recommend that ASCCC include this issue under “hot topics” for the Spring Plenary Session. Beaulieu added it is not clear what the motivation is for the simultaneous 2016 accreditation visits to all District campuses. He expressed concern that the ACCJC might expect centralization of the District.

5. **Innocence Project at Pierce (Oborn)-Call for other campus participation**: Oborn announced she is working with the Criminal Justice and Political Science programs at Loyola Law School and University of California, Berkeley. LACCD students can benefit from this partnership by participating in a Directed Studies (385) project. Loyola is looking for students to be first level readers of letters submitted to the Innocence Project. Loyola will provide the training; students
must screen the written requests and conduct legal research. In the past, Loyola’s first year law
students reviewed the letters, but at this point they have too many requests. The Law School
then decides whether to pursue claims of innocence on behalf of individuals who may have
been wrongfully convicted of crimes. Oborn encouraged DAS members to share this information
with interested faculty and students at the local campuses. Young asked Oborn for information
to impart to the Administration of Justice program at West.

6. Sites for scheduled DAS meetings in the Spring:
   - February 19, 2015: East
   - March 12, 2015: Trade
   - May 14, 2015: Harbor

Action Items

1. DAS Exec Motion to be added to AB 86 Final Report to “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.”

Immerblum and Pavlik proposed the following substitute motion:

“That the DAS direct local senates and curriculum committees to prioritize recommendations
for curricular changes related to AB 86, such as by placing these matters at the top of their
agendas and that this directive recommendation be added to the narrative of the AB 86
December report.”

During the discussion Beaulieu expressed concern about language on the DAS “directing” the
local senates and curriculum committees. Immerblum stated that he spoke to J. Hernandez, who
felt it was important for the DAS to provide direction for curriculum committees, because we do
not want to hold up any curricular processes. Gauthier agreed it is not the job of the DAS to
direct local senates and curriculum committees but we can encourage them to address these
important issues in a timely fashion.

Foster/Young (MSU) moved to extend discussion by 5 minutes.

Moore stated that local community colleges know what their priorities are and we need to let
them do their job. She asked why AB 86 was any different from any of the other issues we need
to deal with. Rosow asked what problem brought on this motion. Gauthier replied that because
the unified school districts have administrators that create curriculum without faculty vetting,
we want to make sure that the processes involve our faculty and that was the intent behind the
motion. We would request that the colleges would expedite these agenda items, but curriculum
approval is still under the senate’s purview and we want to make this clear. Immerblum agreed
that the curriculum committees have their autonomy; this is more about not leaving the senates
out of this process and making sure areas under the senate’s purview (10 + 1) are respected.

Immerblum and Pavlik moved to vote on the amendment below (MSP; voting no: Freitas and
Moore; abstaining: Riesberg and Rosow):

“That the DAS direct urge local senates and curriculum committees to prioritize
recommendations for curricular changes related to AB 86, such as by placing these matters
at the top of their agendas and that this directive recommendation be added to the narrative of the AB 86 December report.”

Immerblum and Pavlik moved to vote on the perfected main motion above (MSP; voting no: Freitas; abstaining: Rosow):

2. DAS Exec motion to “establish a regular schedule for the intake and consideration of Board Rules, regulation, curriculum, and program changes, state mandates, etc. (except in emergency cases).” Gauthier discussed the proposed schedule as stated in the following motion.

The proposed motion would establish a two semester pattern each academic year to allow for the orderly progression and tracking of proposals for DAS consideration as shown below:

Fall Semester
Aug.-DAS Exec Retreat & planning meeting-presentation and prioritization of future actions by the DAS
Sept.-Introduction of Exec plan, discussion and additional items (as necessary)
Oct.-Campus senate discussion and voting;
Nov.-Consideration by the DAS Exec of any changes from campus senates; noticed
Dec.-Final vote on noticed items;

Pattern repeats beginning in January with DAS Exec planning meeting, with final vote in May.

Gauthier stated that in the future the DAS would avoid scheduling its December meetings in “extreme” areas (i.e. LAHC, LAMC, and Pierce) to ensure good attendance for the voting. Rosow asked what the August DAS Exec Retreat meeting would involve. Gauthier replied that the Exec would put together the coming fall agenda, try to prioritize agenda items, bring new items forward, do the research, make sure everyone is informed, and allow discussion to take place. April and November would allow for consideration of any items from campus senates.

Milke/Atondo moved to extend discussion 5 min (MSU).

Immerblum asked for clarification on the purpose of the motion. Gauthier replied that this is for both the DAS and the administration, to inform everyone of the DAS schedule and to protect us from constantly addressing “urgent” items coming from the administration that while not intended, might de facto result in rushing the DAS or by-passing it altogether. Gauthier stated that many faculty have expressed frustration about constantly being bombarded with last minute items coming from the administration. Beaulieu added that it is not always the administration’s fault; sometimes we have to respond to changes in state law, such as in the case of Senate Bill 850 on community college bachelor’s degrees.

Motion was approved unanimously Immerblum/Atondo (MSU).

3. Academic Renewal and Board Rule 6700:
Brent explained that BR 6700 on Academic Renewal has already been changed from two years to one year (that must have passed since the coursework to be removed was completed). She clarified that the current motion under consideration is to raise the unit cap from 18 to 30.

Atondo stated there is no limit on course substitution or repetition (retaking) of a failed course. Students will lose the credit for any substandard courses they get academic renewal for.

[UNCLEAR]

Oborn/Atondo MSU voted to extend the discussion.

Atondo added that the whole Board Rule is coming around soon. Moore asked how the proposed change would help students obtain financial aid. Brent and Beaulieu replied that academic renewal enables a fee waiver option to be maintained for many students, but the units are still counted as units attempted for financial aid purposes.

Beaulieu/Young called for the question (MSP).

Brent/Atondo moved to vote on the motion to increase the unit cap on academic renewal from 18 to 30 units MSP (No votes: Brown, Moore, Riesberg; Abstention: Miller)

Atondo/Rosow moved to extend the meeting for 10 minutes (MSU).

Reports

1. President’s Report (Gauthier):
   - **Baccalaureate Degree Selection**: Gauthier congratulated the Dental Hygiene program at West for having been selected to offer one of the 15 pilot bachelor’s degrees in the state of California. He also acknowledged Trade and East for giving great presentations on their proposals. Immerblum stated it was important to have a rubric or approach to vote on which proposal the DAS would like to move forward. He added that DAS members were put in a bind on how to make a recommendation to Chancellor Rodriguez on such short notice. Furthermore, most of the colleges did not have enough time to prepare adequately. Faculty members are tired of having things dropped on them at the last minute. Foster mentioned she was not sure what the process at the state level would be after the CCCCO announcement of the 15 pilot programs that had been selected throughout the state.
   - **Discipline Day**: Gauthier announced that District Discipline Day would be held at City’s Student Union Building on Friday, February 27th.
   - **Spring Summit**: There has been a request from Chancellor Rodriguez to hold another DAS Summit. Part of the theme might be on accreditation; perhaps we can focus on the faculty role in accreditation.
   - **Bond Steering Committee (BSC)**: Beaulieu and Gauthier have been trying to make sure that the committee’s mission and goals are being followed. The BSC is supposed to be making policy. Beaulieu reported that they wrote a letter outlining their concerns about the process. Presidents Burke (Pierce) and Abu-Ghazelli (West) agreed with the DAS objections and are doing all they can to address them. Beaulieu stated that part of the problem is that AECOMM is a very powerful and influential hometown company. Even the Los Angeles Times has been reluctant to criticize them.
2. **1st Vice President’s Report (Beaulieu):**

- **Equivalency:** Beaulieu reported that the equivalency front has been fairly quiet of late. Eloise Crippens will be out on medical leave for several weeks. Both he and Eloise are currently trying to get all English as a Second Language (ESL) classes at East, Harbor, Pierce, Valley under the ESL subject code, because otherwise it causes issues with minimum qualifications (MQs). He mentioned that 300 files remain problematic, even though they were not flagged by the auditors in October.

- **District Budget Committee (DBC):** The committee did not meet last week; they are pushing to hire 150 full time faculty next year. The process is four months ahead compared to last year. Beaulieu credited John McDowell and the Chancellor for moving the hires forward. DBC is working on the base allocation model and whether the cost of the sheriff’s contract should be distributed by FTES instead of individual campus need. They are concerned about the college budgets because of the large number of new hires and recent pay raises. Currently four colleges are tracking deficits (Valley, City, Southwest, and Harbor).

- **Sustainability:** The Chancellor has committed to pay $10,000 a year for the District to join the Southern California Marine Institute in the AltaSea Consortium. This will be a great opportunity for our science students.

- **Distance Education (DE):** Gauthier and Freitas attended the last DE stakeholder meeting. Joe Perret believes we should formalize the DAS sponsored committee and look at its membership. It is important to make sure the group continues with a broader discussion of DE issues. DE now represents 17% of all community college courses in the state, while in the district 6-7% of all course offerings are online. Because of these trends, we need to keep focusing on DE, including hybrid, which seems to be growing as well. Gauthier added that the group is working to update the District Office of Research report prepared by George Prather a couple of years ago and get data to track trends in DE in the District.

3. **2nd Vice President’s Report (Atondo):**

- **Prerequisite Policy:** Atondo announced that the new administrative regulation on prerequisite policy will come to DAS February meeting

- **E-65:** DCC is also working on E-65. It will come to the DAS for a vote in the spring.

- **BR 6700:** The entire Board Rule needs an overhaul to be in compliance with Title 5. Freitas asked to separate the syllabus section from the rest of the Board Rule. Atondo asked Freitas to send suggested changes to Gauthier and she and they will compile them.

4. **Treasurer’s Report (Immerblum):** Immerblum submitted a written report dated 12/11/14. The current petty cash balance is $1624.79. Mileage forms can be submitted electronically; he tries to reimburse mileage twice a year. Regarding the 0.2 additional senate assignments; all local SPOCs should have received instructions on how to process the assignments.

Meeting adjourned at 3:45 pm (Atondo/Oborn MSU)
Minutes submitted respectfully by DAS Secretary Angela Echeverri