District Academic Senate Exec Meeting
Friday, Nov. 20, 2015
ESC Hearing Room, 1st Floor
MINUTES

Attendance

<table>
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<th>Present</th>
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<td>Officers</td>
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<td>Local Senate Presidents:</td>
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<td>City</td>
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<td>East</td>
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<td>Harbor</td>
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<td>Mission</td>
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<td>Pierce</td>
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<td>Southwest</td>
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<td>Trade</td>
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<td>Valley</td>
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<td>West</td>
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<td>Guests</td>
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Call to Order at 10:20 am

Approval of Agenda and Minutes of October 16, 2015 DAS Exec as amended (Gauthier / Hanley MSC). Amendments to agenda (Immerblum):
1. Duties of Officers; 2. Professional Development Director Announcement

Public Speakers: Paula Paggi (Pierce), Chair, and Lauren Saslow (Pierce), LACCD Librarian Discipline Committee

Paggi and Saslow asked the DAS Exec to support their proposal to DBC to upgrade LAVC library server to Sirsi and BLUEcloud. Gauthier asked Paggi and/or Saslow to present at DBC on Dec. 10th. Paggi also informed us that Jorge Ramos has been researching a district library database for the past two years. Paggi and Saslow also asked the DAS Exec for suggestions on what to do with the district libraries’ discarded books. Gauthier will ask Nancy Pearlman for a possible solution.

Action Items:
1. Agenda for December DAS meeting – Chicago School presentation, Canvas vote. December DAS - Canvas vote was delayed from Nov DAS. McMurray informed us that Harbor would have Canvas run parallel to Etudes. Chicago School of Psychology wants to present at December DAS on their “2 + 2” program. Action items for the December meeting include E-65.
2. **Prepare certificate of appreciation for outgoing Project Match coordinator**

Gauthier suggested that DAS present a certificate of appreciation to Joanna Zimring-Towne, who is leaving Project Match as Coordinator.

3. **Hiring training for Senates** Gauthier reported that there is district money for training. Harbor requires anyone serving on a hiring committee to attend an EEO training. Such training should include diversity, discrimination, creation of job announcements, equivalency, guidelines on forming hiring committees within departments/disciplines, and formulation of interview questions. Immerblum mentioned that in the past some faculty at East were not informed that hiring committees had been formed within their departments. Gauthier added that there are local campus policies. Further, if there is no agreement locally, individual campuses should refer to district HR hiring policy. Immerblum suggested that there is ambiguity in local colleges’ understanding of local hiring policies. Immerblum suggested collecting best practices, especially with regard to conducting teaching demos, for which Gauthier supported expanding time. Milke suggested 30 minutes, rather than 15 minutes. Milke also recommended allowing time for more considerations outside the usual 60-minute interview. Hanley noted that there are CTE-specific issues regarding teaching demos. Gauthier envisioned offering a three-hour hiring workshop, for which Immerblum would like to see talented trainers. Gauthier considered inviting AFT to make a presentation concerning tenure committees. Immerblum countered by suggesting that we concentrate only on hiring. Brent noted that Counseling and Library have other skills that must be presented in teaching demos. Brent asked if DAS has a policy regarding EEO representatives. At Trade, the president appoints deans as EEO representatives to sit on hiring committees. Immerblum asked the DAS to investigate if there is a district policy on appointing EEO reps.

**Old Business:**

1. **DAS PDC report and status:** PDC had a short meeting today before the DAS Exec meeting. Gauthier reported that the PDC budget will be circulated among members of the Task Force. Gauthier announced a Mathematica training workshop in mid-January 2016 (no specific date at the moment). Another training in June 2016 will follow this. Two courses will be offered in Spring 2016: one on diversity and an online Directed Study on communication in the classroom. There is also an ongoing search for classes for Summer 2016. Education 205 will be offered at Southwest (though it may move to elsewhere).

2. **E-65:** The Chancellor is currently out of town. Gauthier will meet with him on Monday, Nov. 23.

3. **BR 6300:** There were some changes to this, but Atondo is not present to report.

4. **AB 86/AB 288 reports:** AB 86 is still in limbo because LAUSD claims 80% of money. AB 288 is progressing on campuses. There has not yet been a second meeting with AB 288 parties.
5. **Discipline Day, Feb. 26, 2016**: Gauthier reported that this is scheduled at City. Possible theme: Emphasis on CTE and work-study. Echeverri and Gauthier are among the organizers.

**New Business:**

1. **Project MATCH Coordinator search**: This position will not be given reassigned time. There is a stipend of $5500/semester. Joanna Zimring-Towne is leaving officially at the end of Fall 2015. This has been a faculty position, but it should be full-time (to avoid conflict of interest). McMurray will talk to Carmen Carillo about this.

2. **EEO District Committee member**: Adrienne Foster has volunteered.

3. **Professional Development College Steering Committee**: Immerblum has requested 0.1 for liaison from each college to form steering committee, so each college will have a liaison. Gauthier suggests taking this to DAS. The committee will report to either the DAS Student Success Committee or to the full DAS.

4. **Motion** to create Professional Development Steering Committee consisting of liaisons from each of the colleges and a Steering Committee Director. (Immerblum / Hanley MSC).

5. **Duties of PD Officers**: On Tuesdays of each month (10am or 10:30am), admissions deans meet. There should be a PD liaison. We know we need to invest energy into getting faculty to come to these meetings.

6. **Professional Development Coordinator**: Immerblum reported that East is creating a PD Coordinator (ISA or full-time) that would support faculty development, while creating a staff position. East is creating a job announcement for a PD director that is focused on faculty and staff; East is awaiting a statement from the Personnel Commission.

7. Hanley reported that Antioch University Los Angeles (AULA) is coming to Trade Tech to offer a BA program to Trade Tech instructors. (Six programs: Bachelor Degrees in Applied Studies, Applied Arts and Media, Liberal Studies, Applied Arts in Urban Communities and Justice, Applied Technology and Business Leadership). This will start in Winter Intersession 2016 beginning Jan. 5 2016. Students can earn three quarter (two semester) units.

**Reports:**

**President’s Report:**

1. **Board committees**: We still need people on DBC and Bond Steering.

2. **Dean’s Academy**: There were about 40-50 deans present at ELAC; Eloise Crippens, Angela Echeverri, and Don Gauthier all presented on aspects of Senate roles in hiring, curriculum, and minimum qualifications.

**First VP Report: Equivalency**: Echeverri reported that there was no quorum at this past Monday’s meeting. Next meeting will be on Dec. 14th. DPAC is meeting this afternoon, Nov. 20th. IESS meeting: Governance handbook was discussed. ACCJC: Their new handbook has been published. Interim Vice Chancellor Bobbi Kimble announced that all
district recommendations that were previously made did not have to be responded to.

Campus self-studies are due to the Board on Dec. 9. AB 86 (Adult Education) update:

There is still a budget impasse. AB 288: Nov. 12th meeting was rescheduled by LAUSD.

Hoffman had asked who was responsible on each campus for concurrent enrollment.

Vice Chancellor Felicito Cajayon presented on the Pathways Project, which was criticized by Vice President Eng for lack of data.


Treasurer's Report: Immerblum reported a petty cash balance of $2381.10 and a current DAS Fund of $154,138 (excluding non-teaching accounts 12100 and 141500).

Standing Committee Reports:

EOC (Energy Oversight Committee). No report.

SSC (Student Success Committee). No report.

DAS Online Education Committee. No report.

Other Items: None.

Noticed for Next Meeting: None.

Adjournment

The meeting was adjourned at 1pm.

Future dates

DAS Meeting 12/10/15 @ LACC 12:30-3:30 PM, location TBD

Project MATCH graduation 12/14/15 @ LACC 5:30-7:30PM, Student Union 3rd floor

Chancellor’s Consultation, Thursday, Dec. 17th, 2-3:30PM, ESC Hearing Room

Respectfully submitted by Vic Fusilero, DAS Secretary