

1 **District Academic Senate Executive Committee**
2 **Meeting**

3 **Friday, October 4, 2019**
4 **Educational Services Center**
5 **Board Hearing Room**
6 **MINUTES**

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8
9 **Attendance**

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), Don Gauthier (Past President), John Freitas (Parliamentarian)
City	Michael Kalustian
East	Jeff Hernandez
Harbor	
Mission	Carole Akl
Pierce	Margarita Pillado for Barbara Anderson
Southwest	
Trade	
Valley	Chauncey Maddren
West	Holly Bailey-Hofmann
Guests	Melinda Nish, Deputy Chancellor; Phyllis Braxton, Guided Pathways Coordinator (Trade-Tech)

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11 **Call to Order:**

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13 President Angela Echeverri called the meeting to order at 9:45 a.m.

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15 **Approval of the Agenda:**

16 The agenda was adopted as amended to include a new item – Administrative Regulation
17 E-113, Policy to Calculate Units (Passed by DCC 7/19/19)
18 (Hernandez/Akl) **M/S/P**

19
20 **Approval of the Minutes:**

21 The minutes of the September 12, 2019 meeting were approved as amended
22 (Hernandez/Akl) **M/S/P**

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24 **Public Speakers:**

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26 Interim Deputy Chancellor Melinda Nish reported that a new district Chief Information
27 Officer, Carmen Lidz, was hired at the Vice Chancellor level and would start in
28 November. At present, there are technology committees which are meeting, although

29 some only quarterly or sporadically, which do not interface with each other. It is
30 anticipated that the new vice chancellor will promote the meeting of those committees
31 and encourage their working together. Faculty participation is both encouraged and
32 expected. Committee composition was discussed briefly, and representation from
33 library faculty was encouraged. The expectation is that new technology which would
34 affect faculty would be reviewed, and that anything in the 10 + 1 would go to the DAS.
35 There was an example of new software (Cranium Café), currently being used by the
36 district, which was not vetted by any district body with faculty representation. A new
37 faculty co-chair for TPPC (Technology Planning and Policies Committee) is currently
38 being sought. DAS Vice President Naja El-Khoury recently stepped down as co-chair and
39 the other co-chair is no longer serving either. Pillado noted she could not find any
40 recent TPPC minutes on the website.

41

42 **Action Items**

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44 **Board Rule 6705: Academic Renewal (Passed unanimously by DCC 9/13/19)**

45 **MOTION: Refer back to DCC (District Curriculum Committee) for revision**

46 (Hernandez/Kalustian) **M/S/P**

47

48 The intent of the Board Rule revision was to facilitate the removal of substandard
49 grades which students might have received in below-transfer-level English, Math, and
50 ESL courses. There were some aspects of these proposed changes which were
51 determined to be problematic. After discussion, the Senators voted to refer back to
52 DCC for revision.

53

54 **Endorsement of the LACCD Articulation Officer White Paper, Fall 2019 update (Passed**
55 **unanimously by DCC 9/13/19)**

56 (Atondo/Maddren) **M/S/P**

57 ***One typographical error was noted and amended.***

58

59 **Prerequisite Clearance Guidelines for courses with an English 101 prerequisite (Passed**
60 **unanimously by DCC 9/13/19)**

61 (Atondo/Kalustian) **M/S/P**

62

63 Atondo explained that the intent of this change was to make sure that English 101-
64 equivalent courses taken outside the LACCD meet the IGETC (Intersegmental General
65 Education Transfer Curriculum) requirements for English 101. Such courses are to be
66 used for other classes (such as English 103) which have English 101 as a prerequisite.
67 However, if the English 101 equivalent class does not meet IGETC criteria, then the
68 student cannot use that class to transfer.

69

70 **ECD Moratorium April 30, 2019 for eLumen Go-Live Fall 2020**

71 (Atondo/Hernandez) **M/S/P**

72

73 **Administrative Regulation E-113 – Policy to Calculate Units (Passed by DCC 7/19/19)**
74 (Atondo/Kalustian) **M/S/P**

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77 **Reports**

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79 **Officer Reports**

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81 *** President**

82 Echeverri's September Board report is available in hard copy and will be distributed
83 electronically; the October Board report will be available later. In September, the Board
84 met at Harbor and approved a resolution to honor the EOPS (Extended Opportunity
85 Programs and Services) program for its 50th anniversary. The trustees also approved a
86 two-year \$4 million-dollar marketing contract, which could be extended by the District
87 for an additional three years (for a total of \$10 million). The student trustee objected to
88 the marketing agreement and noted that the firm selected (Interact Communications,
89 Inc.) appears to lack the employee diversity and cultural sensitivity required to
90 adequately target prospective students in the District. Echeverri mentioned that the
91 Chancellor's directive on AB 705 implementation to cancel all Fall 2019 English and
92 Math classes which were more than two levels below transfer has likely hurt the
93 District's enrollment, which is down 2-3% this fall. She contended that a marketing
94 campaign would not be very effective if the District is not offering the classes which the
95 students want and need. The October Board meeting at City (celebrating its 90th
96 anniversary) adjourned in memory of Mission College's Curriculum Dean Darlene
97 Montes, who died tragically in September. The Personnel Commission initiated "desk
98 audits" of compliance officers, resulting in a reclassification to compliance investigators
99 and suggested pay cuts. This item was strongly opposed by the affected employees and
100 referred back to the Personnel Commission for revisions. Another agenda item which
101 was pulled was a pay raise for Chancellor Rodriguez. Several students spoke against the
102 pay raise, citing other needs that should be funded first.

103

104 In order to monitor the effects of AB 705 implementation, the District compiled census
105 (at the end of week 2) student drop data in English, Math, and Statistics courses (page
106 21 of the packet). The drop rates for English and Statistics courses had not increased
107 significantly by census. However, the overall drop rates for Math courses (particularly
108 for Math 125, 134, 238, 245 and 260) are much higher this fall than in the previous year.
109 In the fall of 2019 over 1,100 more students dropped their math classes by census than
110 in the fall of 2018 (4,273 versus 3,170). There are concerns as to why these drop rates in
111 Math classes are so high. One hypothesis is that students are entering these classes
112 unprepared and/or are not receiving adequate support to be successful. Echeverri and
113 others have heard anecdotal information to support this claim. By the end of the fall
114 semester the District will have a clearer picture of the outcomes and success rates for
115 Math, English, and Statistics courses. NetTutor (an online 24/7 tutoring service)
116 utilization data was available on page 22 of the packet. Associate Vice Chancellor Maury

117 Pearl will continue to produce reports and Echeverri will forward to DAS members and
118 other faculty. Overall LACCD enrollment is down 2-3% over last year. This is a
119 significant drop since it reflects a steady decline over the past three years. It is a pivotal
120 moment for the District since the period of being “held harmless” in the rollout of the
121 Student-Centered Funding Formula (SCFF) will end after fiscal year 2020-2021. Based on
122 the new formula, allocation will be based on enrollment (70%), equity (20%), and
123 completion (10%). If enrollment is significantly down at the end of the held-harmless
124 period, the District’s allocation will be decreased or “re-based” by a large amount. The
125 Chancellor has already stated that the District will not be hiring many full-time faculty
126 this year due to the recent enrollment declines. The District is reported to be 52 over
127 FON (faculty obligation number).

128

129 *** 1st Vice President**

130 El-Khoury reported that the Equivalency Committee meets every second Monday of the
131 month. The college senate presidents have been added to the email distribution list.
132 The Equivalency Committee also updated their equivalency process flow chart (pages
133 24-26 of the packet). El-Khoury also announced that Discipline Day will be October 18,
134 2019 at L.A. Valley College. There will be a keynote speaker and breakout sessions.

135

136

137 *** 2nd Vice President**

138 Atondo reported that DCC is working on a number of proposed changes to
139 administrative regulations. The eLumen migration was previously reported.

140

141 *** Treasurer – no report**

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143 *** Secretary**

144 Brent asked the senate presidents to update any changes in representation to the DAS
145 or to the PDC.

146

147 *** Professional Development College**

148 Brent reported on two successful seminars in September – one on AB 705 (facilitated by
149 Dan Keller, district Curriculum Dean) and the other on The Brown Act and Parliamentary
150 Procedure (facilitated by Professor Camille Goulet). A November seminar will focus on
151 diversity in faculty hiring, and the March 2020 seminars will tackle multiple aspects of
152 faculty leadership.

153

154 *** Guided Pathways Committee – Charter and Membership**

155 Braxton reported that the Guided Pathways (GP) Committee has met twice, and the
156 district GP Coordinators meet weekly by phone with the college GP Coordinators. There
157 will be four GP Summits this academic year – two in the fall and two in the spring. The
158 Exec offered some suggestions on the charter. It is anticipated that charter and
159 membership questions will be addressed shortly.

160

161 *** Task Force on E-100 (Criteria for Serving Students with Disabilities) and Board Rules**
162 **Alignment Project**

163 Freitas reported that the E-100 task force has met twice, and will meet with the DSPS
164 coordinators at their meeting on October 11, 2019. Members of the task force will
165 focus on program mapping of E-100 and Title 5, then compare the two. There is
166 agreement that accommodations cannot make fundamental alterations to curriculum
167 contained in the course outline of record (COR), but that accommodations should likely
168 be considered when the COR is being written. However, processes need to be
169 streamlined, and we must make sure that they work for students. We must focus on
170 academic and professional matters and also ensure that future revisions to E-100 go
171 through DAS. The purpose of Board Rule review is to make sure that they align with the
172 CCLC template. This template ensures that details remain in the administrative
173 regulations and not in board rules.

174

175 *** District Budget Committee (DBC-ECDBC)**

176 Hernandez reported that the October meeting of the District Budget Committee (DBC)
177 will be cancelled. He also expressed his concern about enrollment and course offerings
178 as well as a lack of reporting out and opportunities for dialogue when DBC is cancelled.

179

180 *** Other College, Committees, and Task Force Reports – none**

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182 **Discussion Items**

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184 **Proposed Changes to Equivalency Approval Process (Recommended by Equivalency**
185 **Committee 9/9/19) and HR Guide 101 (Faculty Equivalency Processes)**

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187 El-Khoury referred to the flow chart developed by the Equivalency Committee and
188 stated that it was in alignment with documents from the State Chancellor's Office and
189 the ASCCC. The flow chart denotes the Equivalency Committee's decision as final.
190 Hernandez challenged the assertion that the Minimum Qualifications Handbook
191 required that the Equivalency Committee be the final decision-maker.

192

193 It was noted that, previously, appeals could go to EPAC (the Educational Policy Advisory
194 Committee). That committee has been dissolved, and some of its functions assumed by
195 the DAS Exec. Echeverri referred to HR-R-101, Faculty Equivalency Process (pages 27 to
196 31 of the packet), and noted that it was outdated. This process needs to be revised by
197 the DAS.

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199 **Guided Pathways Committee Meeting Time – previously reported**

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201 **Motion to extend the meeting by 15 minutes**

202 (Hernandez/Akl) **M/S/P**

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204 **Update on AB 705 Implementation**

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- **Math and English enrollment and retention data** – previously reported
- **AB 705 Implementation for ESL in Fall 2020** – Will be discussed at Discipline Day; guidelines from State Chancellor’s Office will be forwarded
- **Other** – the District is claiming it is spending \$8 million in 2019-2020 support for AB 705 implementation. Although Net Tutor is available through Canvas, some students are still on the other side of the digital divide; other students are reported to be reluctant to use it as well. The AFT Faculty Guild is still pursuing a grievance over the fall 2019 Math and English class cancellations resulting from the Chancellor’s directive on AB 705. A PERB (Public Employee Relations Board) complaint and other options are also being explored by the Guild.

Planning for Upcoming Events in 2019-2020

- **Discipline Day** – Echeverri noted that the event would provide data, support, and guidance for AB 705 implementation in Math, English, and ESL. She added that AB 705 implementation for ESL must occur in the fall of 2020.
- **DAS Newsletter** – article submission deadline is November 22, 2019
- **Agenda for October 10, 2019 DAS and October 8 consultation meetings** – Echeverri will send out a request for agenda items
- **Additional Board Docs training** – requests from senate presidents will be honored; one training is scheduled at City
- **Summit** – three tentative dates were suggested by the Chancellor in Spring, 2020: February 14, March 6m or March 14.

Periodic Curriculum Review by Chancellor’s Office (Memo AA 19-33) – refer to pages 43 and 44 of the packet

Retreat Rights Policy for Administrators – Echeverri reported that there has been one preliminary meeting to date. A second meeting will be scheduled by Vice Chancellor for Human Resources, Albert Roman; currently representing DAS are Echeverri, Anderson, Brent, Freitas, and Hernandez. Although DAS voted to endorse the ASCCC (Academic Senate for the California Community Colleges) policy and procedures, specific policies and procedures for the LACCD are still needed.

TPPC and Academic Technology Committee – previously discussed; a new faculty co-chair is needed

Faculty Representation on Human Resources Council – will be a consultation item

E-88 (Deans’ and President’s Honor List) and College Graduation Honors – please review the policies and summary on pages 45 to 53 of the packet and make recommendations

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249 Due to time constraints, the following agenda items were reserved for the next meeting.

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251 **Amend Board Rule 2801 – Naming of Buildings and Facilities Components**

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253 **Collegiality Survey**

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255 **Other items** – El-Khoury will forward the citation regarding the State Chancellor’s Office
256 and the ASCCC’s view on the Equivalency Committee’s role as the final arbiter on
257 equivalency appeals for the DAS Exec

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259 **Upcoming Meetings**

260 **Board Meeting:** Wednesday, October 2, 2019, at City

261 **Consultation Meeting:** Tuesday, October 8, 2019, at ESC

262 **District Budget Committee:** Wednesday, October 9, 2019, at ESC

263 **DAS Meeting:** Thursday, October 10, 2019, at Trade

264 **Board Standing Committees:** Wednesday, October 23, 2019, at ESC

265 **ASCCC Area C:** Saturday, October 12, 2019, at Rio Hondo College

266 **ASCCC Fall Plenary:** November 7-9, 2019, in Newport Beach

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268 **Adjournment**

269 (Akl/Maddren) **M/S/P**

270 The meeting was adjourned at 12:15 p.m.

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272 Respectfully submitted by Lourdes M. Brent, DAS Secretary