District Academic Senate Executive Committee
Meeting
Friday, December 3, 2021
9:30 a.m. to 12:00 p.m.
Zoom URL: https://lacc.zoom.us/j/95616814755
Meeting ID: 956 1681 4755
MINUTES

Attendance

<table>
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<tr>
<th>Present</th>
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<tbody>
<tr>
<td>Officers</td>
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<tr>
<td>Angela Echeverri (President), Anna Nicholas (1st VP), Elizabeth Atondo (2nd VP), Lourdes Brent (Secretary), Joshua Miller (Treasurer)</td>
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<tr>
<td>City</td>
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<tr>
<td>Mickey Hong</td>
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<tr>
<td>East</td>
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<tr>
<td>Jeffrey Hernandez</td>
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<tr>
<td>Harbor</td>
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<tr>
<td>Carole Akl</td>
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<td>Mission</td>
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<tr>
<td>Marvin DaCosta</td>
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<tr>
<td>Pierce</td>
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<tr>
<td>Barbara Anderson</td>
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<tr>
<td>Southwest</td>
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<tr>
<td>Chauncey Maddren</td>
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<tr>
<td>West</td>
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<td>Guests</td>
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<td>Wendy Bass-Keer (Pierce), Jessica Drawbond (Southwest)</td>
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Approval of Resolution on Teleconferencing:

Resolution on Conducting District Academic Senate (DAS) Executive Committee Public Meetings via Teleconference from November 3rd, 2021 through January 3rd, 2022 (Nicholas/Anderson) M/S/P

Call to Order:

District Academic Senate President Angela Echeverri called the meeting to order at 9:33 a.m.

Approval of the Agenda:
The agenda was adopted as written (Anderson/J. Hernandez) M/S/P

Approval of the Minutes:
The minutes of the November 12, 2021 meeting were approved as written (Akl/J. Hernandez) M/S/P
Public Speakers: None

Action Items

1. Motion on Digital Badges (DCC approved 11/12/21)
   (Anderson/Akl) M/S/P

Atondo explained that reference to digital badges is already in AP 4023. She also noted that there is no current process for districtwide student digital badges, such as for those who receive one for completing an online orientation. She will discuss this with LACCD DE Coordinator, Jessica Drawbond.

2. Approval of New Subject: Global Studies (GLST), Assigned Discipline Political Science (DCC approved 11/12/21)
   (Akl/J. Hernandez) M/S/P

The request for this new subject originated at L.A. Southwest College. Atondo stated that she, Freitas, and Daniel Keller, LACCD Dean of Educational Support Services, will review LACCD Administrative Regulation E-115 (the alignment of subjects with minimum qualifications areas/disciplines) and bring revisions to this body in the 2022 Spring Semester.

3. Revision of DAS Bylaws section related to Equivalency
   (Nicholas/Akl) M/S/P – with edits below

6. Oversight of equivalency-related hiring BPs Board Policies and APs Administrative Procedures, administrator retreat cases, and screening of Project MATCH and faculty interns.

These revisions will be noticed at the December 2021 meeting of the full DAS (District Academic Senate) in December for action in February. Nicholas introduced the revisions, noting that they: 1) reflect the past practice of including the equivalency coordinator in the committee; and 2) clarify the appointment process to this committee to make it consistent with other DAS committees. There will be future discussion, probably at the January 2022 DAS Executive Committee (DAS Exec) retreat, of a reference to the commitment of the DAS to faculty diversification as part of a possible constitutional update.

4. Verification of Employment: Guidelines for Faculty Hiring
   (Nicholas/Anderson) M/S/P

Nicholas explained that verification of employment (VOE) guidelines need not go to the full DAS, only to DAS Exec, as the guidelines are used for committee operational purposes only. This document is intended to provide clarification of the VOE process,
especially for those faculty candidates who are self-employed. This process is used primarily for CTE (Career Technical Education) faculty.

5. DAS Transfer, Articulation, and Student Services task force

MOTION: Postpone action until January 21, 2022 DAS Exec Retreat
(Nicholas/J. Hernandez) M/S/P

Nicholas referred to an email by DAS Parliamentarian Freitas in which he observed that there is no provision in the DAS bylaws to establish task forces. This prompted a discussion about a possible need to revise bylaws before establishing DAS task forces. Some Senators noted that where bylaws are not prescriptive, they are permissive, and so task forces can be established. Others suggested that this particular task force is more of a collaboration between the DAS and the LACCD administration and, thus, permitted. It was decided to postpone action on this item until the January 2022 DAS Exec retreat.

POINT OF ORDER: Maddren noted that the meeting lost quorum (10:05 a.m.)

RULING FROM THE CHAIR: Echeverri observed that some senate presidents were temporarily called away from this meeting and quorum was not currently present. Until Senators return and quorum is re-established, we will proceed as a committee of the whole and move to discussion items; we will return to action items when we have quorum.

Discussion Items

1. COVID-19 Pandemic and Return to In-Person Instruction, Services, and Brown Act Meetings (BP 2800, BP 2900, and AB 361)

Echeverri referenced the Memorandum of Understanding (MOU) between the LACCD and the AFT Faculty Guild for Winter and Spring 2022 pertaining to return to in-person instruction and services for faculty members. There was an inquiry as to the existence of a formal LACCD policy requiring that instructors be limited to 40% of online instruction with the remainder in-person. References to such a policy appear anecdotal, and it was argued that something of this magnitude should not be in place unless both the AFT and the District Academic Senate can negotiate such an agreement/mutually agree with the LACCD Administration. It was also argued that different instructional modalities continue to be available to meet the needs of students especially in terms of equity as well as the expertise of faculty, yet take into consideration the requirements of specific classes and disciplines, e.g., CTE, music ensembles, etc.

2. Planning for:
Echeverri reported that representatives from City, Pierce, Valley, and West are needed for the Academic Technology Committee. Because Information Technology (IT) has been centralized, previous means for faculty to interface with IT at their colleges, including software requests, has changed. Bass noted that this committee continues to forward matters to the DAS Exec, including a request to designate POCR (Peer Online Course Review) recognized classes as such in the schedule and in the Student Information System (SIS) so that students could search accordingly. There was some resistance to this idea as Senators do not wish to give students the impression that faculty who are not POCR-recognized do not know how to teach online.

Continuing her report, Echeverri also announced that the DAS needs additional representation on the Bond Steering Committee. She is also seeking more contributions to the DAS newsletter, Academically Speaking. Some changes to the DAS calendar related to the DAS Professional Development College were also noted. The collegiality in action/technical assistance visit from the ASCCC and the CCLC is scheduled for December 15, 2021 (Academic Senate for California Community Colleges; Community College League of California). Echeverri will confirm this date at consultation.

**POINT OF ORDER:** J. Hernandez noted that quorum had returned. Quorum was re-established at 10:50 a.m.; consideration of action items and the remainder of the agenda were resumed.

**Action Items**

6. Chapter 4 Administrative Procedure, AP 4110: Honorary and Posthumous Awards (J. Hernandez/Nicholas) M/S/P

7. Chapter 4 Administrative Procedure, AP 4250: Probation (Akl/J. Hernandez) M/S/P

The LACCD Counseling Chairs will review the drafts of AP 4250 and 4255 at their meeting on December 6, 2021. Any revisions they suggest will be incorporated in the drafts and noticed at the December 9th meeting of the DAS. Both probation and dismissal/readmission are in the current Board Rule 8200.
8. Chapter 4 Administrative Procedure, AP 4255: Dismissal and Readmission
(Brent/Anderson) M/S/P

9. Motion to Incorporate a Peer Online Course Review (POCR) badge in schedule of classes (Online Academic Education Technology Committee approved 11/19/21)
(Maddren/Akl) M/S/P

Drawbond addressed the concern related to the student’s perception of faculty who have received POCR training versus those who have not, stating that it is still rare for faculty to have this designation since a substantial number of hours of specialized training are required, and that enrollment patterns would likely be unaffected. Inclusion of this designation might appear in the Summer 2022 schedule of classes.

Noticed Items

1. Administrative Procedure, AP 7211: Faculty Service Areas, minimum Qualifications, and Equivalencies

Assuming that the issue about the establishment of task forces is resolved, Echeverri, Nicholas, Freitas, J. Hernandez, and Maddren will continue as part of a workgroup to establish thresholds, especially in CTE disciplines. The goal is to notice a draft in February and approved in March of 2022.

Discussion Items

2. Planning for:

- DAS Committee Vacancies: Online Education and Academic Technology, Bond Steering, Transfer, Articulation, and Student Services task force, and others
- DAS Academically Speaking Newsletter
- 2021-2022 Calendar
- Spring 2022 Discipline Day: Theme and Proposed Date (March 11, 2022)
- Collegiality in Action ASCCC Technical Assistance Visit
- SEI Sustainability Summit (April 22, 2022)
- LACCD Joint Summit

Echeverri reported about a new issue regarding AB 705. The California Community Colleges Chancellor’s Office (CCCCO) has sent a memo of non-compliance with AB 705 (ESS 21 300-015 AB 705) to all but three community colleges in California, requiring that throughput for courses one level below transfer must be the same as transfer-level. From the CCCCO: “For colleges that plan to continue placements and/or enrollments into pretransfer level courses or multi-term transfer-level courses in fall 2022, the
Improvement Plan requires completion of a Data Addendum to validate that such practices meet AB 705 standards.” Colleges are being asked to submit an improvement plan overview by March 11, 2022. To remain in compliance, colleges must either stop offering remedial English or Math classes or ensure that throughput in those classes equals throughput in transfer-level courses in those subjects.

Some concerns from the Senators include legislative over-reach, an improvement plan from the CCCCO that requires that all students who graduated from a U.S. high school be placed into a transfer-level Math course as this would be a de facto increase in the requirements for a certificate or local degree, the substantial equity gaps for course completion for LACCD students (Echeverri shared data), the learning loss that has occurred due to the pandemic, and the need to understand that students are individuals with particular needs and aspirations and the necessity to treat them accordingly. This topic will be discussed at the District Planning Committee and will be on the consultation agenda. Greater data collection and analysis, including disaggregated data for those students who have the greatest needs, as well as student surveys, must be done. Cohort strategies and discipline-specific methods should be investigated and shared.

It was suggested that the DAS take a strong position on the latest AB 705 memorandum as well as on AB 928 (single transfer General Education plan that encompasses both CSU and UC requirements) and AB 1111 (common course numbering). Atondo gave a report on AB 928 and AB 1111 later in this meeting. Senators encouraged dialogue about alignment but also cautioned that respect of local curriculum authority was needed and necessary.

There was also discussion on possible themes and areas of focus for Discipline Day, scheduled for March 11, 2022, including recovery from the pandemic, culturally responsive curriculum, eLumen, faculty hiring, and updates on AB 1111 and AB 928. Keynote speakers and representatives from the ASCCC can be invited. Echeverri, Nicholas, and Brent will have a preliminary meeting with Ryan Corner, LACCD Vice Chancellor for Educational Programs and Institutional Effectiveness.

3. Credit for Prior Learning:
   - Military Credit for Prior Learning
   - District Support for Formation of a Workgroup to Develop Revisions to AP 4235
     – Credit for Prior Learning

Echeverri reported that a director of one of the Veterans Center had provided input on AP 4235, and noted the need for a work group.

4. Equity-Minded Faculty Hiring
   - Board Resolution on Faculty Hiring
Support for DAS Workgroup to Develop Diversity, Equity, and Inclusion Criteria (Rubric for Faculty Hires)

Echeverri will place this topic on the consultation agenda. There are no further updates related to the Board of Trustees resolution on this subject.

5. Request from the Equivalency Committee to receive a written response in a rare case that the DAS Exec overrides the recommendations of both the District Discipline Committee and the Equivalency Committee

Echeverri indicated that there should be no problem with submitting a written response in such cases.

6. Prerequisite Enforcement Concerns

Echeverri explained that students are permitted to enroll in a Mathematics course if they are currently enrolled in the prerequisite. However, if students do not successfully complete that prerequisite, some colleges de-enroll students from that higher level class and some do not. This item will be placed on the consultation agenda.

7. Implementation of Legislation:

- AB 1111 (Common Course Numbering)
- AB 928 (Student Transfer Reform Act of 2021)
- Memo on Veterans’ Healthcare and Benefits Improvement Act

Atondo reported that more information is needed from the State. The Interssegmental Committee of the Academic Senates (ICAS) has commenced discussion about the common GE plan required by AB 928. It is their top priority, and a position paper will be developed this spring. The California Intersegmental Articulation Council (CIAC) gave informational points to ICAS. This legislation puts unnecessary strain between the California State Universities (CSUs) and the University of California (UC); they are different systems with different educational missions. Atondo will give a ten-minute presentation at the upcoming DAS meeting.

8. DAS Workgroup to Develop Noncredit Course and Programs Philosophy and Guideline

Atondo reported that a preliminary meeting had occurred.

9. Joining the CVC-OEI Consortium as a District

Drawbond stated that, although it would be more difficulty and more costly, it is possible for 8 of the 9 colleges to join the CVC-OEI Consortium as a District, but there
needs to be a decision to that effect. Echeverri will place this item on the consultation agenda.

10. Hiring of LACCD Accessibility Specialists and Deadlines for Equally Effective Alternate Access Plans (EEAAPs)

Drawbond requested that the hiring of an accessibility specialist, with hiring effective July 1, 2022, be placed on the consultation agenda.

Owing to the lateness of the hour, the following topics were deferred until the next meeting.

11. Board Rules, BR 6801: Program Review, and BR 6802: Biennial Vocational Program Review – Repeal or Replace?

12. Review of Administrative Procedure AP 4021 – Program Viability

13. AB 705 Outcomes for 2020-2021: Recommendations for English

14. Website Redesign Update

15. DAS Awards for Racial Equity and Social Justice Advancement

16. BP 3200 Accreditation, BP 3225 Institutional Effectiveness, BP 3250 Institutional Planning

17. Pending Changes to Distance Education Title 5 Regulations *

18. Sustainable Environment Institute Co-Director Position

19. Update on Administrative Retreat Rights and Tutor Classifications

20. Additional Funding for FT Faculty Hiring, Enrollment, Budget

21. Update on Ethnic Studies Requirement and Articulation

22. Other Concerns: Items from the floor, Recommendations to Address Learning Loss

Reports

- Officer Reports

President

1st Vice President
Echeverri reported that VC Cornner wants a general statement from the DAS, but not necessarily from the senates at all of the 9 colleges in the LACCD. Echeverri will add this topic to the consultation agenda.

**Upcoming Meetings:**

- **District Budget Committee:** Wednesday, December 8, 2021 – Zoom
- **DAS Meeting:** Thursday, December 9, 2021 – Zoom
- **Consultation:** Friday, December 10, 2021 – Zoom
- **Board Standing Committees:** Wednesday, December 15, 2021 – Zoom
- **LACCD Board Meeting:** Wednesday, December 15, 2021 - Zoom
- **DAS Executive Committee Retreat:** Friday, January 21, 2022 – Zoom
- **ASCCC Accreditation Institute:** February 24-26, 2022 – Hybrid
- **ASCCC Spring Plenary Session:** April 7-9, 2022 – Hybrid
- **District Summit:** Postponed – Zoom

**Adjournment**

(Akl/Nicholas) **M/S/P**

The meeting was adjourned at 12:03 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary