

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

3 **Friday, August 2, 2019**  
4 **Educational Services Center**  
5 **6<sup>th</sup> Floor Large Conference Room**  
6 **MINUTES**

7  
8  
9 **Attendance**

	<b>Present</b>
<b>Officers</b>	Angela Echeverri (President), Naja El-Khoury (1 <sup>st</sup> VP), Elizabeth Atondo (2 <sup>nd</sup> VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian),
<b>City</b>	
<b>East</b>	David Hale for Jeff Hernandez
<b>Harbor</b>	
<b>Mission</b>	Dart Phares for Carole Akl
<b>Pierce</b>	Barbara Anderson
<b>Southwest</b>	
<b>Trade</b>	Artemio Navarro
<b>Valley</b>	Chauncey Maddren
<b>West</b>	
<b>Guests</b>	Josh Miller (Valley), Eloise Crippens (Equivalency Coordinator)

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11 **Call to Order:**

12  
13 President Angela Echeverri called the meeting to order at 11:22 a.m., and asked those  
14 present to introduce themselves.

15  
16 **Approval of the Agenda:**

17 The agenda was adopted as amended  
18 (Atondo/Phares) **M/S/P**

19  
20 **Approval of the Minutes:**

21 The minutes of the July 19, 2019 meeting were approved as amended  
22 (Atondo/Anderson) **M/S/P**

23 **Abstention: Freitas; Phares**

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25 **Public Speakers: None**

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27 **Action Item**

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29 **Revised 2019-2020 DAS Calendar**  
30 **(Phares/Maddren) M/S/P**

31

32 Echeverri noted changes to the calendar, and observed that faculty participation for  
33 both the Senate Summit and Discipline Day would be critical in the implementation of  
34 AB 705. The ESL discipline is facing the same type of rollout that English and Math  
35 experienced, although additional guidelines from the California Community College  
36 Chancellor's Office (CCCCO) have not been forthcoming. Also to be considered is  
37 alignment for other disciplines, e.g., Mathematics, Biology 6 and 7, and Physics, to  
38 further student success. Another Discipline Day is scheduled in the Spring 2020  
39 Semester. To avoid a schedule conflict with the Spring 2020 Plenary Session for the  
40 Academic Senate for California Community Colleges (ASCCC), the April meeting of the  
41 District Academic Senate Executive Committee (DAS Exec) was moved to April 3, 2020.

42

### 43 Reports

44

#### 45 **Officer Reports**

46

#### 47 **President**

48 Echeverri will be on vacation; in her absence, please direct concerns and questions to El-  
49 Khoury. She will be on the ASCCC Educational Policies Committee, and will be involved  
50 in writing a paper on academic freedom. The new President of the LACCD Board of  
51 Trustees is Andra Hoffman. The new student trustee is a vocal advocate for students,  
52 and has voiced his opposition to the Chancellor's cancellation of English and Math  
53 classes more than one level below transfer for the Fall 2019 Semester. Although there  
54 have been challenges this year, there are also opportunities for innovation, especially in  
55 the area of Non-Credit Math. Echeverri also emphasized that it is important to have  
56 conversations with ESL now. She distributed copies of the latest *Rostrum* (a publication  
57 of the ASCCC), and reported that copies are now being sent directly to the local senates  
58 from the ASCCC. Echeverri also distributed hard copies of the Spring 2019 DAS  
59 Newsletter (*Academically Speaking*) which was sent electronically to all of the district  
60 faculty at the end of the spring semester. She observed that many English courses  
61 which were one level below transfer (such as English 28) were not offered, and  
62 encouraged colleges to keep such courses. Senate presidents are also encouraged to  
63 include college reports in *Academically Speaking*, and; a tentative deadline for  
64 submission of articles for fall 2019 publication was set for November 22<sup>nd</sup>.

65

#### 66 **1<sup>st</sup> Vice President**

67 El-Khoury reported that he is working on Discipline Day; approximately 200-300  
68 attendees are anticipated for that event. There will be keynote addresses as well as  
69 breakout sessions necessitating the reservation of 10-12 classrooms. El-Khoury and  
70 Crippens will forward the list of disciplines to Brent so that she can print cards with the  
71 name of each discipline for the tables. El-Khoury is recommending that faculty sit with  
72 other members of their discipline instead of by college. Crippens will send out emails to  
73 update the composition of each discipline committee. She also encouraged more  
74 diversity of disciplines on the Equivalency Committee which meets monthly in the Fall

75 and Spring Semesters. Freitas observed that the default membership on this committee  
76 equals the 9 senate presidents. El-Khoury expressed his gratitude to Crippens for her  
77 expertise and hard work. He will distribute the Equivalency flow chart at the next  
78 meeting of the DAS Exec. Also distributed at this meeting were the ASCCC CTE Tool Kit  
79 for Minimum Qualifications (MQs) and the latest MQ Handbook. In addition, part of  
80 equivalency is a list of alternate titles. Crippens observed that universities sometimes  
81 have different titles for different degrees. This list of alternate titles is accepted by the  
82 Division of Human Resources (HR), and makes faculty hiring easier.

83

84 Continuing his report, El-Khoury reported on the District Technology Planning and Policy  
85 Committee (TPPC), which he co-chairs. This committee meets monthly, and he wanted  
86 the senate presidents to make sure that they have representation on this committee.  
87 The alignment of Computer Science courses is in the implementation and conversion  
88 phase according to the new matrix. A lead faculty member with reassigned time to  
89 pursue alignment was recommended. Crippens offered the example of Addiction  
90 Studies, a CTE (career technical education) discipline versus Psychology, an academic  
91 discipline. Each has separate MQs. Resolution of this course alignment and  
92 differentiation had taken 3 years. She also noted that fines from the state for non-  
93 compliance are substantial, and that the district has paid as much as \$1.4 million.  
94 Atondo echoed the need to have curriculum aligned as a student success issue, and  
95 offered the example of the calculus sequence. However, such curriculum alignment  
96 must be faculty-driven.

97

98 There was a brief recess for lunch at 12:20 p.m.

99 The meeting reconvened at 12:52 p.m.

100

### 101 **2<sup>nd</sup> Vice President**

102 Atondo announced that the district had signed a contract in June with eLumen, which  
103 will be the official college and district curriculum management system, as well as the  
104 official platform for SLO assessment (student learning outcomes), and the college  
105 catalogs. She noted that the work which had been put into working with the vendor to  
106 make sure that the system would be compatible with the LACCD had been well worth it.  
107 The task now will be to validate the information which is migrating from ECD to eLumen  
108 is accurate. Atondo reported that Vice Chancellor Cornner and the area of Educational  
109 Programs and Institutional Effectiveness (EPIE) will be supportive, possibly offering  
110 stipends to faculty members who work on the validation process.

111

### 112 **Treasurer**

113 Stewart submitted a written report. Echeverri observed that the ASCCC Academic  
114 Academy and 2019 Fall Plenary Sessions will be in September and November,  
115 respectively. Funding is possible for the Academy, and colleges are urged to send teams  
116 of 5-6 faculty. Echeverri also requested that the senate presidents review and update  
117 the list of faculty receiving district support for local senate assignments. Senate

118 presidents are also urged to send their dues to the DAS so that the DAS may, in turn,  
119 supply the state funding for local senates (\$3,000 for the year).

120

### 121 **Secretary**

122 Brent distributed a list of the DAS representatives and requested that the college senate  
123 presidents review and revise as applicable. She also noted that the DAS website  
124 contains the afore-mentioned list as well as committee meeting schedules as well as a  
125 calendar of important dates and events of interest for 2019-2020.

126

### 127 **Professional Development College**

128 Brent distributed a revised list of PDC seminars and noted conflicts with other events.  
129 She requested that committee chairs check the master calendar before scheduling.

130

### 131 **Guided Pathways Committee**

132 Miller reported that the committee has met twice thus far. He referenced pages 9-20 of  
133 the packet which included information on an EPIE and Senate Retreat. The GP  
134 Committee had originally been envisioned as a committee of the DAS. However, Miller  
135 observed that this committee's membership is constituency-based, and thus, includes  
136 others besides faculty. Miller also recommended that persons currently sitting on this  
137 committee as resources become voting members. Conversations regarding this work  
138 group's membership, charter, and reporting structure are ongoing. Miller also reported  
139 on a variety of activities of this committee, including a curriculum alignment pilot.  
140 Adrienne Brown, one of the GP Coordinators, wants to work with the Communications  
141 discipline. Miller also cited technology needs, including an RFP to hire a company to do  
142 district website re-design. The GP committee also reviewed its goals for the year, and is  
143 combining event dates with 3CSN. Miller urged that faculty members involved with  
144 Guided Pathways at their colleges communicate with their local senates. He went on to  
145 report that the next main topic of this committee will be to focus on onboarding,  
146 including College Promise. Echeverri stated that a charter is needed for this committee  
147 to include its authority and scope, its decision-making and recommendations, and its  
148 membership.

149

### 150 **Other college committees and task force reports - None**

151

### 152 **Discussion Items**

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### 154 **Reflection on DAS Goal for 2018-19 and new goals for 2019-20**

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156 Echeverri referenced page 8A of the packet for the 2018-19 DAS goals.

- 157 1. *Promote diversity in faculty hiring.* Echeverri reported support for Project  
158 MATCH, but noted that more work needs to be done in this area.
- 159 2. *Obtain final agreement on LACCD Administrative Regulation E-64 (program*  
160 *approval process).* That work was completed and the Regulation is aligned with  
161 E-65.

- 162 3. *Ensure that the District and the colleges consult collegially in the implementation*  
163 *of statewide initiatives.* The DAS did much work in this area, but it is frustrating  
164 that the Chancellor gave the directive to cancel English and Math classes more  
165 than one level below transfer for the Fall 2019 Semester. Echeverri urged the  
166 senators to be vigilant, to look at the data on an ongoing basis, and to see the  
167 impact these course cancellations have on students. There is a task force looking  
168 at support for students, e.g., supplemental instruction, in the era of AB 705.
- 169 4. *Recognize outstanding persons doing senate work.* There were some mentions  
170 in the newsletter, and the Equivalency Committee recognized faculty from  
171 English, Child Development, and Biology.

172  
173 Possible goals for 2019-2020 are located on page 8B of the packet. They include:

- 174  
175 1. Promote curriculum alignment and innovation in support of student success  
176 throughout the implementation of Guided Pathways and AB 705.
- 177 2. AB 705 implementation:
- 178 a. Support ESL faculty to assist with Fall 2020 compliance deadline  
179 b. Monitor student outcomes in Math and English and make additional  
180 recommendations to support student success
- 181 3. Revision of Administration Regulation E-100 and related administrative  
182 regulations
- 183 4. Monitor alignment of Board Rules and administrative regulations with  
184 Community College League templates
- 185 5. Review equivalency process for minimum qualifications of CTE faculty
- 186 6. Others: Communication, professional development, leadership training (?)

187  
188 Echeverri elaborated on these proposed goals, noting that major work is necessary on E-  
189 100 and the alignment of Board Rules and administrative regulations. She has  
190 requested additional reassigned time for a faculty member to spearhead these projects.  
191 The Chancellor has agreed in principle, and Freitas has agreed to take on this role.

192  
193 On the proposed goal of professional development, Miller argued in favor of a faculty  
194 member with reassigned time to coordinate professional development for all of the  
195 colleges at the district level, and referenced a possible review by EPIE. Brent responded  
196 that such a change would affect the DAS Professional Development College,  
197 necessitating a change to its charter as well as to the DAS Bylaws (which has the PDC as  
198 a standing committee). She suggested that such a change would need to originate from  
199 a recommending body, go to the DAS Exec and then to the full DAS for approval. Should  
200 such a change be approved, she recommended that the DAS employ the same type of  
201 district-wide selection process it did to hire the Guided Pathways Coordinators as ISAs  
202 (Instructor Special Assignment). Brent also noted that the PDC Coordinator position  
203 currently receives a .2 C-Basis reassigned time and, should a coordinator for faculty  
204 professional development be selected, it is likely that reassigned time greater than that  
205 currently budgeted be sought.

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207	<b>Update on AB 705 Implementation</b> - (partly reported previously)
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209	• Joint task Force: Support recommendations for English, ESL, and Math
210	• AB 75 implementation for ESL in Fall 2020
211	• AB 705 data collection needs
212	• Chancellor’s response to DAS resolution
213	• Student placement in math and English courses – use of 2web form and GSP
214	• Other: Financial aid eligibility of support courses
215	
216	<b>Guided Pathways – Next Steps and online teaching and pathways (Miller-NEW)</b>
217	Previously discussed
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219	<b>Administrative regulation on students with disabilities (E-100)</b>
220	Previously discussed
221	
222	Due to time restraints, the following items will be placed on the subsequent DAS Exec
223	agenda.
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225	<b>Planning for upcoming events on 2019-2020</b>
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227	• <b>DAS Committee representation</b>
228	• <b>Agenda for Fall 2019 summit</b>
229	• <b>Other: DAS newsletter, guided pathways, discipline day, LACCD plenary</b>
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231	<b>Retreat rights policy for administrators</b>
232	
233	<b>E-88 and college graduation honors</b>
234	
235	<b>Minimum qualifications for CTE faculty: Process for employment of faculty not</b>
236	<b>meeting MQs</b>
237	
238	<b>Guided pathways committee charter and membership</b>
239	
240	<b>Faculty diversification</b>
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242	<b>Budget Update: LACCD revised allocation model; College debt; Other</b>
243	
244	<b>Upcoming Meetings</b>
245	Board meeting: Wednesday, August 7, 2019 at ESC
246	District Budget Committee: Wednesday, August 17, 2019 at ESC
247	Board Standing Committees: Wednesday, August 21, 2019 at 2:00 pm at ESC
248	Consultation: Friday, August 23, 2019 at ESC

249 DAS meeting: Thursday, September 12, 2019 at City  
250 LCCD Summit: Friday, September 20, 2019  
251 ASCCC Academic Academy: September 13-1, 2019 in Long Beach (Q. Mary)  
252 ASCCC Fall Plenary: November 7-9, 2019 in Newport Beach  
253  
254 **Adjournment**  
255 (Atondo/Anderson) **M/S/P**  
256 The meeting was adjourned at 1:33 p.m. in order to participate in a guided tour of the  
257 ESC by Vice Chancellor Ryan Corner.  
258  
259 Respectfully submitted by Lourdes M. Brent, DAS Secretary