District Academic Senate Executive Committee

Meeting

Friday, August 2, 2019
Educational Services Center
6th Floor Large Conference Room
MINUTES

Attendance

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

Call to Order:

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

Approval of the Agenda:

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

Approval of the Minutes:

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

Abstention: Freitas; Phares

Public Speakers: None

Action Item

Revised 2019-2020 DAS Calendar (Phares/Maddren) M/S/P
Echeverri noted changes to the calendar, and observed that faculty participation for both the Senate Summit and Discipline Day would be critical in the implementation of AB 705. The ESL discipline is facing the same type of rollout that English and Math experienced, although additional guidelines from the California Community College Chancellor’s Office (CCCCO) have not been forthcoming. Also to be considered is alignment for other disciplines, e.g., Mathematics, Biology 6 and 7, and Physics, to further student success. Another Discipline Day is scheduled in the Spring 2020 Semester. To avoid a schedule conflict with the Spring 2020 Plenary Session for the Academic Senate for California Community Colleges (ASCCC), the April meeting of the District Academic Senate Executive Committee (DAS Exec) was moved to April 3, 2020.

Reports

Officer Reports

President

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

1st Vice President

El-Khoury reported that he is working on Discipline Day; approximately 200-300 attendees are anticipated for that event. There will be keynote addresses as well as breakout sessions necessitating the reservation of 10-12 classrooms. El-Khoury and Crippens will forward the list of disciplines to Brent so that she can print cards with the name of each discipline for the tables. El-Khoury is recommending that faculty sit with other members of their discipline instead of by college. Crippens will send out emails to update the composition of each discipline committee. She also encouraged more diversity of disciplines on the Equivalency Committee which meets monthly in the Fall
and Spring Semesters. Freitas observed that the default membership on this committee equals the 9 senate presidents. El-Khoury expressed his gratitude to Crippens for her expertise and hard work. He will distribute the Equivalency flow chart at the next meeting of the DAS Exec. Also distributed at this meeting were the ASCCC CTE Tool Kit for Minimum Qualifications (MQs) and the latest MQ Handbook. In addition, part of equivalency is a list of alternate titles. Crippens observed that universities sometimes have different titles for different degrees. This list of alternate titles is accepted by the Division of Human Resources (HR), and makes faculty hiring easier.

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

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

The meeting reconvened at 12:52 p.m.

2nd Vice President

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

Treasurer

Stewart submitted a written report. Echeverri observed that the ASCCC Academic Academy and 2019 Fall Plenary Sessions will be in September and November, respectively. Funding is possible for the Academy, and colleges are urged to send teams of 5-6 faculty. Echeverri also requested that the senate presidents review and update the list of faculty receiving district support for local senate assignments. Senate
presidents are also urged to send their dues to the DAS so that the DAS may, in turn, supply the state funding for local senates ($3,000 for the year).

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

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

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

Other college committees and task force reports - None

Discussion Items

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


1.  Promote diversity in faculty hiring.  Echeverri reported support for Project MATCH, but noted that more work needs to be done in this area.

2.  Obtain final agreement on LACCD Administrative Regulation E-64 (program approval process). That work was completed and the Regulation is aligned with E-65.
3. **Ensure that the District and the colleges consult collegially in the implementation of statewide initiatives.** The DAS did much work in this area, but it is frustrating that the Chancellor gave the directive to cancel English and Math classes more than one level below transfer for the Fall 2019 Semester. Echeverri urged the senators to be vigilant, to look at the data on an ongoing basis, and to see the impact these course cancellations have on students. There is a task force looking at support for students, e.g., supplemental instruction, in the era of AB 705.

4. **Recognize outstanding persons doing senate work.** There were some mentions in the newsletter, and the Equivalency Committee recognized faculty from English, Child Development, and Biology.

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

1. Promote curriculum alignment and innovation in support of student success throughout the implementation of Guided Pathways and AB 705.

2. AB 705 implementation:
   a. Support ESL faculty to assist with Fall 2020 compliance deadline
   b. Monitor student outcomes in Math and English and make additional recommendations to support student success

3. Revision of Administration Regulation E-100 and related administrative regulations

4. Monitor alignment of Board Rules and administrative regulations with Community College League templates

5. Review equivalency process for minimum qualifications of CTE faculty

6. Others: Communication, professional development, leadership training (?)

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

On the proposed goal of professional development, Miller argued in favor of a faculty member with reassigned time to coordinate professional development for all of the colleges at the district level, and referenced a possible review by EPIE. Brent responded that such a change would affect the DAS Professional Development College, necessitating a change to its charter as well as to the DAS Bylaws (which has the PDC as a standing committee). She suggested that such a change would need to originate from a recommending body, go to the DAS Exec and then to the full DAS for approval. Should such a change be approved, she recommended that the DAS employ the same type of district-wide selection process it did to hire the Guided Pathways Coordinators as ISAs (Instructor Special Assignment). Brent also noted that the PDC Coordinator position currently receives a .2 C-Basis reassigned time and, should a coordinator for faculty professional development be selected, it is likely that reassigned time greater than that currently budgeted be sought.
Update on AB 705 Implementation - (partly reported previously)

- Joint task Force: Support recommendations for English, ESL, and Math
- AB 75 implementation for ESL in Fall 2020
- AB 705 data collection needs
- Chancellor’s response to DAS resolution
- Student placement in math and English courses – use of 2web form and GSP
- Other: Financial aid eligibility of support courses

Guided Pathways – Next Steps and online teaching and pathways (Miller-NEW)

Previously discussed

Administrative regulation on students with disabilities (E-100)

Previously discussed

Due to time restraints, the following items will be placed on the subsequent DAS Exec agenda.

Planning for upcoming events on 2019-2020

- DAS Committee representation
- Agenda for Fall 2019 summit
- Other: DAS newsletter, guided pathways, discipline day, LACCD plenary

Retreat rights policy for administrators

E-88 and college graduation honors

Minimum qualifications for CTE faculty: Process for employment of faculty not meeting MQs

Guided pathways committee charter and membership

Faculty diversification

Budget Update: LACCD revised allocation model; College debt; Other

Upcoming Meetings

Board meeting: Wednesday, August 7, 2019 at ESC
District Budget Committee: Wednesday, August 17, 2019 at ESC
Board Standing Committees: Wednesday, August 21, 2019 at 2:00 pm at ESC
Consultation: Friday, August 23, 2019 at ESC
DAS meeting: Thursday, September 12, 2019 at City
LCCD Summit: Friday, September 20, 2019
ASCCC Academic Academy: September 13-1, 2019 in Long Beach (Q. Mary)
ASCCC Fall Plenary: November 7-9, 2019 in Newport Beach

Adjournment

(Atondo/Anderson) M/S/P

The meeting was adjourned at 1:33 p.m. in order to participate in a guided tour of the
ESC by Vice Chancellor Ryan Cornner.

Respectfully submitted by Lourdes M. Brent, DAS Secretary