District Academic Senate Executive Committee

Meeting

Friday, December 4, 2020
9:30 a.m. to 12:00 p.m.

Zoom URL: https://lacc.zoom.us/j/95616814755
Meeting ID: 956 1681 4755

MINUTES

Attendance

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Call to Order:

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

Approval of the Agenda:

The agenda was adopted as amended
Include the following: DAS Executive Committee Retreat; Assessment for Math/English/ESL; Sheriff’s Oversight Committee; Diversity, Equity, and Inclusion Statement (Anderson/Hernandez) M/S/P

Approval of the Minutes:

The minutes of the November 13, 2020 meeting were approved as amended (Hernandez/Anderson) M/S/P

Public Speakers: None

Action Items
DAS Bylaws-revisions to Articles III (Election of DAS Officers & Senators) and IV (Vacancies and Successions)

MOTION: Forward proposed revision and proposed amendment to Item C (voting eligibility) to DAS (Hernandez/Maddren) M/S/P

Abstention: El-Khoury

Freitas introduced the motion, explaining that the District Academic Senate Executive Committee (DAS Exec), acts as the Bylaws Revision Committee. Thus, DAS Exec would determine what revisions are brought forward to the full District Academic Senate (DAS) for them to consider. According to Article XIII of the current Bylaws, a ratification of two-thirds majority vote of the full DAS is required for revision. Echeverri explained that the proposed revision includes a change regarding who is eligible to vote for DAS Officers. Article III Section 1.b. of the current Bylaws states: “In order to vote in the election for DAS officers, a DAS representative is required to have attended a minimum of four regular DAS meetings (other than the election meeting) during the previous two years.” Therefore, in the current Bylaws, newly elected/appointed college representatives, who would not meet the DAS attendance requirement, would be ineligible to vote. El-Khoury wished to clarify that his suggested draft refers only to voting eligibility for DAS Officers, recommending that such voting eligibility language contained in the current DAS Bylaws should remain (attendance at a minimum of four regular DAS meetings [other than the election meeting] during the previous two years).

After discussion, the consensus was to send two proposed motions to the DAS. The only difference between the two motions would pertain to voting eligibility.

1) Keep the existing attendance requirement for voting for DAS officers in the bylaws—“...a minimum of four regular DAS meetings (other than the election meeting) during the previous two years.”

2) Change to “All District Academic Senate officers and college representatives are eligible to vote in elections.”

Administrative Regulation E-89/AP 4105 – On Use of Video in Synchronous Classes (Zuk/Anderson) M/S/P

Freitas reported that the District Curriculum Committee (DCC) had passed this item at its meeting, and he shared the latest document. The camera group, a task force of the Academic Technology Committee, also met to discuss this issue. He thanked the camera group for its work. A concern from DAS Exec was that proctored assessments are not protected in the document it had reviewed. The memorandum from the State Chancellor’s Office states that students may opt out of the video aspect in synchronous class participation and choose to participate via audio only. Freitas also announced that Wendy Bass-Keer from L.A. Pierce College will take over as chair of the Academic Technology Committee beginning in January of 2021. Bass reported that she will be
working with Associate Vice Chancellor Betsy Regalado to have a camera icon on the schedule of classes identifying those classes in which camera use would be required.

Discussion on this resolution included issues related to classes such as those in American Sign Language, dental hygiene, and the performing arts in which instructors must see their students for teaching and grading purposes. Some Senators also argued for the need for certain aspects to be clarified. Equity issues were raised such as students having insufficient internet bandwidth as well as accommodations for students with disabilities. Bass reported on an initial conversation with the LACCD Office of Diversity, Equity, and Inclusion (ODEI). Freitas reminded the Senators that language should not be too prescriptive, and that day-to-day implementation concerns could be addressed through FAQs (frequently asked questions). Members of the Exec discussed the possibility of giving students the option of submitting video asynchronously. Also discussed was the possibility of students opting out of a portion of the class requirements which need video. In that case, however, those students would not pass that part of the course objective. Suggested language to partially revise #3 of the draft included: “Should an assignment require video assignment required for the course objective, students may opt out at the forfeiture of that portion of their assignment.”

The Senators chose to notice the draft at DAS, ask the local senates to review, and then take action in March of 2021. Immediate concerns could be addressed with the memo/FAQs.

FAQ on Use of Video in Synchronous Online Classes

Freitas explained that this item is intended to be used as a living document to answer questions. There is no intention to create policy or procedure through this document.

Academic Freedom Statement BP 4030 (Updated)

Freitas introduced this motion, reviewed relevant points, and reported concerns from Vice Chancellor Cornner that the academic freedom statement previously approved by the DAS did not meet the full accreditation standard of the ACCJC (Accrediting
Commission for Community and Junior Colleges. He suggested noticing the draft to
DAS at its December 2020 meeting with anticipated action in March of 2021. This would
permit review by the local senates. Akl observed that academic freedom often referred
to the choice of textbook and educational material, the freedom from institutional
censorship or discipline, and the freedom to conduct research. Hernandez noted the
importance of distinguishing between what is academic freedom versus what is
freedom of speech under the First Amendment to the U.S. Constitution. He shared an
ASCCC document: “Protecting the Future of Academic Freedom During a Time of
Significant Change.”
https://drive.google.com/file/d/1k2kmPbZwOXtsV3n4yFfhnJCrLKYbd0pi/view

Board Policy/Administrative Procedure Alignment Project – BPs 4300, 4400, 4500

Freitas reported on the ongoing Board Rules and Administrative Regulations project to
align them with the Community College League of California (CCLC) template. He noted
that when the DAS approved the Board Policies (BP) and Administrative Procedures (AP)
in March of this year, there were some which we did not vote on at that time but which
were noticed. There were also some which had not been noticed and no action had
been taken. The latter include BP 4300, 4400, and 4500 below.

BP 4300 – Field Trips
(Hernandez/Akl) M/S/P

Freitas observed that this BP only refers to payment for field trips. The draft statement
is both inclusive and permissive. There was no Board Rule on field trips and no AP has
been written yet. Personnel for providing accommodations for disabled students would
be paid for under this BP and specifics related to that student population could be
referred in the AP.

BP 4500 – Student News Media
(Hernandez/Akl) M/S/P
Abstentions: Anderson, Freitas, Zuk

Freitas observed that the focus in this Board Policy is newspapers. However, they are
not the only source of media or the only source of editorial media, e.g., television,
websites, etc. It is important to emphasize that the Board needs to provide funding for
college media projects; there should be no implication that they need to support what is
published.

BP 4400 – Awareness about Community Services

Freitas explained that this agenda item is currently an information item only; the
mission statement must still be reviewed and revised. In 2012, the State Chancellor’s
Office published a document on best practices on community services. Curriculum
committees should be made aware of any changes to see if there would be an impact on Credit or Non-Credit classes.

**Request to ASCCC for Technical Assistance**

(Zuk/Maddren) **M/S/P - unanimous**

Echeverri expressed concern surrounding the faculty group identifying itself as the Ethnic Studies Task Force, and referred to an email from Eddie Flores, a Chicano Studies instructor at East L.A. College. There is further concern that the Chancellor and the Board of Trustees are empowering this group to speak on behalf of the District discipline faculty, an action which would contravene the purview of the Academic Senate under Title 5 §53200. This issue will be placed on the consultation agenda. Echeverri reported that AFT Faculty Guild 1521 President Joanne Waddell is supportive of the DAS in this request for technical assistance.

Echeverri explained that collegiality in action, also referred to as technical assistance, is a type of “intervention” involving representatives from the ASCCC (Academic Senate for California Community Colleges) as well as the CCLC, to help clarify roles and responsibilities. Hernandez noted that seeking collegiality in action was one of our DAS goals, was a means to help clarify roles, and had been so identified due to a variety of experiences involving the DAS and LACCD Administration and the Board of Trustees. He cited an example of the Board over-reaching in an instance involving East L.A. College. Hernandez also referred to the current situation in which the Board has received input from a group of faculty members related to the Ethnic Studies General Education requirement. Although the resolution passed by the Board related to Ethnic Studies referred to consulting collegially with DAS, this faculty group has already been meeting and providing feedback to the Board separate from the DAS and outside of the 10 + 1 (Title 5 §53200). These instances of the Board demonstrating lack of clarity on its role (such as stating that changes need to be made in curriculum) have not been isolated and have been reoccurring. The Board must be involved in the collegiality in action/technical assistance process. The DAS Exec approved this motion unanimously.

**Noticed Items** - none

**Discussion Items**

**Election Procedures** – no update from the Nominations and Elections Committee

**DAS Task Force on Ethnic Studies General Education Requirement**

Hernandez shared a proposed resolution to support the ongoing process to revise Title 5 to establish an Ethnic Studies graduation and general education requirement for the associate degree, as well as to postpone further consideration of additional degree requirements until the Title 5 revision is apparent, and for the DAS to work with the
LACCD Chancellor and Board of Trustees to create awareness of, and support for, the state level Title 5 revision process. Hernandez argued that it is better for our students if the state makes these Title 5 graduation changes first and then the LACCD follows. To do the opposite could result in curriculum being changed multiple times, and concomitant confusion for our students. Echeverri noted that there will be a December 10, 2020 meeting of a group of faculty members in various disciplines, many within Ethnic Studies. It must be noted that this faculty group is different from the DAS Task Force on the Ethnic Studies General Education requirement. The Senators discussed the DAS attending this faculty group meeting. Echeverri will consult with Vice Chancellor Cornner.

Update on Student Services Workgroup

Atondo reported that she will meet with Vice Chancellor Ryan Cornner and Associate Vice Chancellor Betsy Regalado, LACCD Educational Programs and Institutional Effectiveness, for revision of Administrative Procedures to streamline such processes as student applications for degree and certificates.

Scheduling of Synchronous/Asynchronous Classes for Spring 2021 – no separate report

Planning for:

- DAS Meeting 12/10/2020

Echeverri noted the number of action items approved at this meeting as well as other areas of concern. They will be placed on the December 10, 2020 DAS agenda. Also to be included will be reports on possible dates for returning to in-person instruction and services, an increase in the number of Non-Credit faculty, updates on adult education, a Chancellor’s directive on mass emails, a report on the Sheriff’s oversight committee, a report on the Ethnic Studies task force, and information on contacting the ASCCC for collegiality in action. Echeverri also stated that there was a three-day summit on enrollment management. Unfortunately, faculty were not included in that summit. In the data forwarded to her, Echeverri noted enrollment drops in English, Mathematics, English as a Second Language, Kinesiology, Health, and Sociology. However, there are enrollment increases at some colleges in Registered Nursing prerequisites (Anatomy, Physiology, and Microbiology) and other STEM courses (science, technology, engineering, and mathematics). At the upcoming DAS Exec retreat, one topic of discussion and action will be advancing diversity, equity, and inclusion in the LACCD. Another suggested topic will be sharing best practices about accreditation.

- Other: Consultation, District Discipline Day
MOTION: *Extend meeting by 15 minutes*
(Hernandez/Anderson) **M/S/P**

**Update on Administrative Retreat Rights Task Force**
Echeverri noted that Brent has recently begun co-chairing this task force. Updated versions were quickly reviewed. Where there are issues which would involve the AFT Faculty Guild, Echeverri will discuss with AFT 1521 President, Joanne Waddell.

**Assessment for Math/English/ESL**
Faculty input will be sought.

**Sheriff’s Oversight Committee**
Erum Syed from L.A. Southwest College is serving on this committee; David Hale is an alternate. There is continuing concern among the faculty related to contracts for the L.A. County Sheriff’s Department or other entities to provide security for the LACCD and its colleges, whether or not security personnel would be armed, etc.

Due to the length of this meeting, the following items were reserved for the next meeting of the DAS Exec.

**DAS Representation on Committees**

**Issues with E-115: Creation of New Subjects – Placement of Existing Subjects**

**Other Concerns: Accreditation, Board Rules Project, FLEX Day Webinar capacity**

**Reports**

- **Officer Reports**
  - President
  - 1st Vice President
  - 2nd Vice President
  - Treasurer

- **Other Reports:**
  - TPPC
  - Academic Technology
  - Professional Development College
  - Hard-to-convert courses
Upcoming Meetings:

LACCD Board Meeting: Wednesday, December 2, 2020 - Zoom
DAS Executive Committee: Friday, December 4, 2020 – Zoom
District Budget Committee: Wednesday, December 9, 2020 – Zoom
DAS Meeting: Thursday, December 10, 2020 – Zoom
Consultation: Tuesday, December 11, 2020 – Zoom
Board Standing Committees: Wednesday, December 16, 2020 – Zoom
Academic Technology Committee: Friday, November 20, 2020 – Zoom
ASCCC Area C Meeting: Saturday, March 27, 2021, 2020 – Zoom
ASCCC Spring 2021 Plenary Session: April 15-17-2021

Adjournment
(Hernandez/Freitas) M/S/P
The meeting was adjourned at 12:18 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary