District Academic Senate Executive Committee

Friday, February 5, 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>
<thead>
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<th>Present</th>
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<tbody>
<tr>
<td><strong>Officers</strong></td>
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<tr>
<td>Angela Echeverri (President), Elizabeth Atondo (2nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian)</td>
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<tr>
<td><strong>City</strong></td>
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<tr>
<td>Michael Kalustian</td>
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<tr>
<td><strong>East</strong></td>
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<tr>
<td>Jeffrey Hernandez</td>
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<tr>
<td><strong>Harbor</strong></td>
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<tr>
<td>Carole Akl</td>
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<tr>
<td><strong>Mission</strong></td>
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<tr>
<td><strong>Pierce</strong></td>
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<tr>
<td>Barbara Anderson</td>
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<tr>
<td><strong>Southwest</strong></td>
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<tr>
<td><strong>Trade</strong></td>
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<tr>
<td>Artemio Navarro</td>
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<tr>
<td><strong>Valley</strong></td>
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<td>Chauncey Maddren</td>
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<td><strong>West</strong></td>
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<td><strong>Guests</strong></td>
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<td>Adrienne Brown (Harbor), Jessica Drawbond (Southwest), Christopher Garcia (East), Gisela M. Herrera (East), Tara McCarthy (Pierce)</td>
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Call to Order:

President Angela Echeverri called the meeting to order at 9:32 a.m.

Approval of the Agenda:

The agenda was adopted as amended – Reorder agenda to move Administrative Retreat Rights from Action Items to Noticed Motions (Anderson/Hernandez) M/S/P

Approval of the Minutes:

The minutes of the January 22, 2021 meeting were approved as written (Hernandez/Anderson) M/S/P

Abstention: Freitas

Public Speakers: None

Action Items

Motion from District Curriculum Committee on Use of ECD in Spring 2021:

The use of ECD in its current read-only mode to download CORs as Word documents, for required updates to curriculum, determined locally, in spring 2021: C-ID required
updates; Title 5-required course outline updates or requisite updates; for new course
requests required for grant-funded program proposals; and for required updates to
ADT degrees. DCC reaffirms the rights of local senates and curriculum committees to
postpone routine, non-urgent curricular updates until the transition of curriculum
from ECD to eLumen
(Akl/Atondo) M/S/P - as amended

Atondo gave some background on this motion, stating that its intent was to help new
curriculum chairs receive guidance from the District Curriculum Committee (DCC) and
the District Academic Senate (DAS) regarding using the LACCD Electronic Curriculum
Development system (ECD) in a read-only format until eLumen goes live. The nature of
the guidance would include identification of the kinds of curriculum updates which
would be necessary and advisable this Spring Semester. Explicit examples of required
updates were provided. Hernandez noted that DAS would lend its support to what DCC
decides, and DCC’s decision is a reaffirmation of what is determined by local senates
and curriculum committees. Discussion included motions to state that the District
Academic Senate Executive Committee (DAS Exec) endorses DCC’s support of and
guidance for local senates and their curriculum committees while the colleges continue
their transition to eLumen.

MOTION: Amend to reference articulation – “…in spring 2021: articulation; C-ID
required updates…”
(Freitas/Atondo) M/S/P
Abstention: Kalustian

MOTION: Amend to add – DAS Exec supports the DCC recommendation on the use of
ECD in Spring 2021
(Maddren/Hernandez)
WITHDRAWN by the maker of the motion

MOTION: Reconsider the amendment
(Freitas/Hernandez) M/S/P
Abstention: Kalustian

MOTION: Amend as follows – DAS Exec supports the DCC motion on the use of ECD in
its current read-only mode in spring 2021 and will present a resolution for
consideration to the DAS to that effect.
(Maddren/Hernandez) M/S/P
No: Kalustian

PARLIAMENTARY INQUIRY: Could DCC place this item on the DAS agenda?
Atondo stated that DCC actions go to the DAS Exec and then to DAS.
Lack of Collegial Consultation on Unclassified Tutor and Student Tutor III
Lack of Collegial Consultation on Unclassified Tutor and Student Tutor III
Classifications (amended)
(Hernandez/Maddren) M/S/P – as amended

MOTION: Amend title, incorporate student tutor IV, and make other minor corrections
(Hernandez/Maddren) M/S/P

Freitas recommended discussion of this item at the next consultation since this is not the first time that the actions of the Personnel Commission have had an impact on areas which are the purview of the senate. There is currently no governance structure which would identify such potential issues.

Administrative Retreat Rights Policy Language - By consensus, moved to Noticed Items

Noticed Items

Administrative Retreat Rights Policy Language

MOTION: Recommend to the DAS the procedures without the “Grandfather’s Clause” to be noticed at its February 11, 2021 meeting
(Hernandez/Freitas) M/S/P

Brent provided background, identified key points of the draft Board Policy, and cited Education Code and case law (§87454, §87458, Wong v. Ohlone College). At issue is a proposed “grandfather’s clause” which would require the LACCD to create a tenure-track position for retreating administrators (not terminated for cause under Education Code §87732) who did not have faculty tenure in the District. Echeverri reported that the task force had been meeting for a year, but is close to completion. She stated that the representative from Teamsters 911 (representing the District deans), argued that members of his unit had been promised retreat rights upon hire. Echeverri recounted a conversation she had with LACCD Chancellor Francisco Rodriguez, and said that he wished to review the draft Board Policy (BP). When administrators retreat to colleges, there can be disruptions to the colleges, to the budgets, to the departments and the faculty members in them, as well as to the faculty hiring prioritization process. There was discussion about a possible annual cap to the number of retreating administrators. This item will be placed on the February 16, 2021 consultation agenda.

Kalustian discussed the worth and meaning of tenure. It is a lifetime appointment as well as an affirmation that a faculty member is an expert in his/her field. Creating a faculty position for retreating educational administrators without faculty tenure in the District would be unfair to tenured faculty who, should they wish to transfer to another college in the LACCD, must place their names on the transfer list and go through the
interview process with other applicants for a faculty position. Thus, those
administrators would have greater access to a tenured faculty position than would
tenured faculty. He further noted the potential disruption, especially for small
departments which may not see a tenure-track position come up except every 10-15
years. Should retreat rights be written into an employment contract of an
unrepresented educational administrator, that is another issue. However, there is no
such language in the Teamsters’ contract.

Hernandez and Freitas observed that mutual agreement is required in the question of
administrator retreat rights, but the agreement is between the DAS and the Chancellor
who is the designee of the governing board. Thus, conversations should be with the
Chancellor.

Discussion Items

Planning for:

- DAS Meeting on February 11, 2021
  - DAS Election Procedures
- Spring 2021 District Discipline Day on February 26, 2021
- Spring, Summer, and Fall Semesters
- Spring 2021 ASCCC Plenary Session

Echeverri stated that proposed changes to the election procedures will go to DAS at its
February 11, 2021 meeting. Since DAS will be meeting remotely for the foreseeable
future due to the COVID-19 pandemic, current election procedures need to be updated
to provide for an electronic election. Anderson volunteered to serve on the
Nominations and Elections Committee. She will join Hernandez, Kalustian, Maddren,
and Stewart on that committee. Echeverri will forward the previous paper election
procedures to the Nominations and Elections Committee for review and revision.
Election Buddy was suggested as the electronic voting platform.

Echeverri announced that LACCD Board President Steven Veres and LACCD Chancellor
Francisco Rodriguez will be on the agenda of DAS Discipline Day, February 26, 2021.
Vice Chancellor of Educational Programs and Institutional Effectiveness (EPIE) Ryan
Cornner will present a report on District enrollment patterns. Possibly, there will be a
speaker on equity. Due to the illness of El-Khoury, Echeverri and Brent have assumed
some of the planning. Breakout sessions will include, among others, early math
education, Math, and ideas for teaching science classes online.

The ASCCC (Academic Senate for California Community Colleges) Spring 2021 Plenary
Session will be held virtually on April 15-17, 2021. Senate Presidents are requested to
forward names of potential attendees, likely a total of 10 per college (including the
Senate President), and the DAS Officers.
Echeverri further reported that the LACCD will be online for the 2021 Summer Session and mostly online for the 2021 Fall Semester. She will request an update on the Ethnic Studies requirement from the ASCCC. In addition, minimum qualifications (MQs) need to be determined for Asian American Studies and Native American Studies. Hernandez observed that David Song, a faculty member at East, could help develop and propose the MQs. Freitas suggested that the LACCD could then join with another district in the proposal to revise the disciplines list. He will check the state curriculum inventory. Brown stated that there are no full-time faculty teaching Native American Studies. Anderson noted that the concern at Pierce is that an instructor of African American History does not meet the MQs to teach the applicable course to fulfill the Ethnic Studies requirement. Echeverri suggested the following options: 1) Equivalency for the instructor; 2) Propose a revision to the disciplines list.

Request for DAS Representation on FIT (Fiscal Intervention Teams)

Echeverri reported that there will be four FIT meetings this month – Harbor, Mission, Pierce, and Southwest. Hernandez volunteered to be the DAS representative for Pierce; Akl for Southwest; Anderson for Harbor; and Maddren for Mission. Representatives to FIT would not be able to serve on the team for their own college. However, there was concern regarding a District suggestion that volunteers for FIT should be from colleges which are not currently in a budget deficit. Hernandez noted that the role of the DAS representative on FIT is related to process and input, e.g., to determine if faculty had been consulted; theirs is an oversight function. There is basic budget training on the LACCD District Budget Committee (DBC) website on how budgeting works, and the LACCD Chief Financial Officer (CFO) website has a page with two items related to the budget allocation model. The first is a presentation from 2017 that will be helpful for self-training purposes. The other is the budget allocation model adopted in 2019. [https://www.laccd.edu/Departments/CFO/budget/BudgetReports/Pages/District-Allocation-Model.aspx]

Action Plan for DAS Goals in 2020-2021 – no further discussion

DAS Academically Speaking Newsletter Spring 2021

Echeverri encouraged the submission of college reports and other articles, e.g., Guided Pathways and Distance Education, for the DAS Newsletter, Academically Speaking. She would like to publish the newsletter in April and, thus, would like article submissions by early March. The Chancellor mentioned that funds should be available related to COVID-19 relief packages. The District is currently in conversation with the AFT Faculty Guild on how to better support and compensate faculty for additional work.

Request to Roll Over Unused Professional Development Funds to Next Year
Maddren reported that Valley is having the same issue as last year when the pandemic first hit, i.e., conferences are virtual, are no-cost or low-cost, there are no travel expenses, etc. As it is not prudent to spend all of the funds now, Maddren wondered if the DAS could adopt a position to request that the Chancellor permit roll over of unused funds. Echeverri will place this item on the consultation agenda now for possible resolution later.

Counseling Faculty Recommendations on Degree Audit

Echeverri shared the recommendations from the LACCD Counseling Chairs related to Degree Audit. Atondo forwarded a response from Betsy Regalado, Associate Vice Chancellor of EPIE. The intent of the recommendations is to make the systems as efficient as possible for our students. Therefore, the Counseling Discipline Chair, Christopher Garcia, wanted to bring this information to DAS. There are challenges related to consultation with and communication to counseling faculty regarding student services-related operations. Now that Degree Audit is live, there are errors which have been identified by the faculty as well as issues which the faculty have determined are confusing to students. The joint Cornner/Echeverri memorandum from 2019 agreed on clarification of roles and purview between the faculty and the classified graduation evaluators. Atondo went on to report concerns from the LACCD Articulation Officers, noting that degree audit systems are designed for terminal degree institutions, and are not suited for 2-year institutions where students can take multiple programs, degrees (local and transfer), certificates, can use the LACCD GE (General Education) pattern, CSUGE, or IGETC (California State University General Education; Intersegmental General Education Transfer Curriculum) for their degrees, bring in external coursework, etc.

Senators noted that DAS needs to be part of the conversation and that the voices of student services faculty should be heard.

Request to ASCCC for Technical Assistance/Collegiality in Action Visit

Echeverri discussed technical assistance with the Chancellor; she reported that he expressed support. The primary areas that the DAS Executive members would like to address include: 1) Local faculty hiring criteria, policies, and procedures; 2) Development of curriculum and educational programs; 3) Student preparation and success; 4) Processes for institutional planning and budget development. This focused study is intended to provide a facilitated and structured opportunity to identify possible areas of conflict or different interpretations of the law and regulations and to develop ways to resolve the differences. It is conducted by one or two representatives of the ASCCC and the CCLC (Community College League of California) over 4-6 hours, and includes a basic overview presentation as well as separate meetings with the faculty, trustees, and administration. A written advisory report is provided by the assistance team to the district within six weeks. It is anticipated that this visit will occur sometime this spring. Echeverri reported that she mentioned this technical assistance/collegiality in action visit to Joanne Waddell, President of the AFT Faculty Guild Local 1521, and that
Waddell was supportive of DAS. The union has a lawsuit against the LACCD over AB 705 implementation and lack of consultation; it is ongoing.

Update on Ethnic Studies General Education Requirement

Atondo reported that we are awaiting revisions to Title 5 as well as the feedback from conversations at the State level.

Sexual Harassment Training

Echeverri noted that the training which the faculty was directed to complete was developed by the state as a state requirement. Concerns about the quality of the training by the DAS Exec were conveyed to Victoria Friedman of the LACCD Office of Diversity, Equity and Inclusion (ODEI). Anderson observed concerns related to both the content of the training as well as the transparency of the complaint process. She suggested a task force who can meet with Victoria Friedman to discuss concerns. Echeverri recommended that faculty interested in serving on such a task force be identified. A meeting can then be convened with Friedman, ODEI Director Brittany Grice, and Pierce Sociology faculty member Anna Bruzzese.

Faculty Hiring and Diversity

Hernandez and Kalustian had expressed interest in developing policies and procedures to increase diversity in faculty hiring for the LACCD. The Academic Senate at East was working on a model which could be brought forward later, in anticipation for the process for both full-time and part-time hires in Fall 2022. Hernandez will advise.

Professional Development College Future Direction: Support for Hard-to-Convert Classes, AB 705, Online Instruction and Services, other

Brent reported that the Professional Development College (PDC) was changing to be more of an umbrella for professional development in the District. Representatives from the Charter School of Education from California State University Los Angeles have been invited to discuss possible collaboration with the PDC. Anderson reported that Pierce had a new Professional Development Coordinator.

Diversity, Equity, and Inclusion Statement

Hernandez shared a statement which had been adopted by the Academic Senate at East L.A. College, and referred to an ASCCC resolution passed at the Fall 2019 Plenary. He offered to revise this document to present at a future DAS Exec meeting, noting that such a statement could lead to a more intentional approach to diversity, equity, and inclusion.
Other Concerns: Accreditation, Board Rules Project, Website Redesign

Freitas reported that review of Board Rules/Board Policies related to student services has begun.

Reports

• Officer Reports

President

Echeverri reported that the contract of Chancellor Rodriguez, with a retreat rights clause, has been renewed to 2024. She observed that almost a year has gone by since the COVID-19 pandemic began, and that faculty are overwhelmed. She encouraged everyone to strive to do well but not try to be perfect, and thanked the Senators for their support, leadership, and hard work.

1st Vice President – no report

2nd Vice President

Atondo thanked Echeverri for all her work as well as her words of encouragement to the faculty. She reported that DCC will meet in late February. She reminded the Senators that this body asked to form a student services workgroup. Coming soon will be a draft administrative procedure related to graduation applications.

Treasurer – no report

• Other Reports:

* DBC

Echeverri reported that the District Budget Committee (DBC) will meet on February 10, 2021. She thanked all of the faculty who volunteered to serve on the Fiscal Intervention Teams (FIT).

* TPPC – no report

* Academic Technology – no report

* Professional Development College – previously reported

* Hard-to-convert courses – no report
Drawbond reported that the LACCD will continue to offer two courses for Distance Education (DE) certification as well as DE workshops. The course Humanizing Online Learning is offered through the California Community College Chancellor’s Office Vision Resource Center. This course will be offered only once for now beginning February 22, 2021. She referred the Senators to the LACCD faculty resource Canvas shell which contains technical tips as well as answers to questions related to the use of cameras in class.

*Guided Pathways*

Brown referred to the National Center on Intensive Intervention Memorandum of Understanding (NCII MOU). Each campus has set up a design team; there are 3 primary areas set up at the District. The contract with NCII runs to June of 2022. Campuses will report out on their progress at the February 24, 2021 Guided Pathways meeting.

*Others*

Echeverri was pleased to announce that Dr. James McKeever, Sociology faculty member from Pierce, is a 2021 ASCCC Hayward Award winner for Excellence in Education.

Upcoming Meetings:

**District Budget Committee:** Wednesday, February 10, 2021 – Zoom

**DAS Meeting:** Thursday, February 11, 2021 – Zoom

**Consultation:** Tuesday, February 16, 2021 – Zoom

**Board Standing Committees:** Wednesday, February 17, 2021 – Zoom

**District Discipline Day:** Friday, February 26, 2021 – Zoom

**LACCD Board Meeting:** Wednesday, March 3, 2021 - Zoom

**DAS Executive Committee:** Friday, March 5, 2021 – Zoom

**ASCCC Area C Meeting:** Saturday, March 27, 2021, 2021 – Zoom

**ASCCC Spring 2021 Plenary Session:** April 15-17-2021

Adjournment

(Hernandez/Atondo) M/S/P

The meeting was adjourned at 11:57 a.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary