District Academic Senate Executive Committee

Retreat

Friday, January 17, 2020
Los Angeles Valley College
ACA 1601 and 1801
MINUTES

Attendance

<table>
<thead>
<tr>
<th></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)</td>
</tr>
<tr>
<td>City</td>
<td>Michael Kalustian</td>
</tr>
<tr>
<td>East</td>
<td>Jeff Hernandez</td>
</tr>
<tr>
<td>Harbor</td>
<td></td>
</tr>
<tr>
<td>Mission</td>
<td>Carole Akl</td>
</tr>
<tr>
<td>Pierce</td>
<td>Barbara Anderson</td>
</tr>
<tr>
<td>Southwest</td>
<td></td>
</tr>
<tr>
<td>Trade</td>
<td></td>
</tr>
<tr>
<td>Valley</td>
<td>Kevin Sanford for Chauncey Maddren</td>
</tr>
<tr>
<td>West</td>
<td></td>
</tr>
<tr>
<td>Guests</td>
<td>Francisco Rodriguez (Chancellor), Melinda Nish (Interim Deputy Chancellor), Ryan Cornner (Vice Chancellor, EPIE), David Beaulieu (SEI and Past President), Deborah Harrington (Dean, Student Success), Shannon Krajewski (Pierce), George Leddy (SEI), Josh Miller (GP Coordinator)</td>
</tr>
</tbody>
</table>

Board Docs Training (9:15 – 10:15 a.m.) ACA 1801 (Interim Deputy Chancellor Melinda Nish)

Call to Order:
President Angela Echeverri called the meeting to order at 10:34 a.m.

Echeverri thanked Sanford and L. A. Valley College for hosting DAS as well as Interim Deputy Chancellor Melinda Nish for Board Docs training. Echeverri also asked those present to introduce themselves.

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

Approval of the Minutes:
The minutes of the November 1, 2019 meeting were approved as written.
Public Speakers: None

Reports

* Officer Reports

* President

Echeverri reported that she is currently working on the Spring 2020 District Academic Senate (DAS) newsletter, Academically Speaking. She has received submissions from most of the colleges, and will contact the senate presidents of the remaining colleges by telephone. Updates and corrections from previously submitted articles will be accepted. The newsletter will contain a cover article on AB 705 and student success.

She also announced the passing of long-time senate president from L.A. Harbor College, Susan McMurray. The family is not planning any services, but senators are welcome to write something about Susan in Academically Speaking. Beaulieu had been in contact with McMurray, and suggested that Harbor would likely have some commemorative service for her. Those who wish more details or wish to contact Harbor’s past senate president June Smith should contact Beaulieu.

Echeverri continued her report on the latest Board of Trustees meeting, which took place at West L.A. College. The contract of the Vice Chancellor for Educational Programs and Institutional Effectiveness (EPIE) was renewed. The upcoming meeting of the Board Committee on Institutional Effectiveness and Student Success (IESS) will feature AB 705 data. Echeverri expressed concerns regarding the preliminary completion data for Fall 2019 English and Math classes (pages 44-46 of the packet), and will share more disaggregated data when available.

She briefly turned the senators’ attention to page 68 of the packet (the college graduation honors proposal), and pages 54-68 of the packet (documents under review by the administrator retreat rights task force). Echeverri also announced a tentatively revised charter for the Technology Planning and Policy Committee (TPPC). Miller will co-chair (as the designee of the DAS President). Included in the committee membership will be 3 DAS representatives as well as the Chair of the Distance Education Committee.

* 1st Vice President – Equivalency

El-Khoury reported that the Equivalency Committee will commence its Spring 2020 meetings on February 10th. He reminded the senators that Discipline Day will be February 28, 2020, at Valley. Registration information will be sent out shortly. Individuals who have supported equivalency during the past academic year and disciplines which have made substantial contributions will be honored on that day. El-Khoury also reported that the Computer Science and Computer Information Systems (CIS) alignment project continues apace. These disciplines are now discussing sub-
qualifications, as CIS courses sometimes require networking knowledge. The task force on Career Technical Education Minimum Qualifications (CTE MQ) will meet on January 27, 2020.

* 2nd Vice President – District Curriculum Committee; eLumen
Atondo reported that the District Curriculum Committee (DCC) will be focused on eLumen, and the migration of curriculum from ECD (the Electronic Curriculum Development System) to eLumen. All colleges must migrate in May. Atondo and District Curriculum Dean Dan Keller are helping new Curriculum chairs. On another matter, Atondo noted that there had been recent Title 5 updates on credit by examination which had been expanded to credit for prior learning. This change has potential impact on our students, especially veterans, who could potentially use military credit in the same manner as Advance Placement (AP) tests are utilized. Karen Daar, Vice President of Academic Affairs at Valley, will get more information.

Echeverri welcomed LACCD Chancellor Francisco Rodriguez to the meeting.

* Treasurer - none
* Secretary - none

* Professional Development College (PDC)
Brent reported on the Faculty Leadership Institute which will be held at the Van de Kamp Innovation Center from 9 a.m. to 3 p.m. on March 13 and 27, 2020. The DAS PDC will be working collaboratively with the AFT Faculty Guild as well as the LACCD Administration. Members of the DAS Exec who would like to facilitate topics on the tentative agenda are welcome.

* Guided Pathways Committee (GP)
Miller reported that there will be a GP Committee meeting this afternoon with a focus on NCII (National Center on Intensive Intervention). A Districtwide development of Guided Pathways will be developed; Districtwide infrastructure will be developed; there will be training next week. The facilitators are part of the BSILI learning community (Basic Skills Initiative Leadership Institute). Miller also announced an upcoming summit on February 21, 2020, which will be focused on counseling, advisement, and onboarding. Thus far, 60 persons have registered. The GP Committee is also involved in conversations related to technology, and website redesign.

Since an emphasis for the February 21st Summit will be on counseling, and February 28th will be Discipline Day, Echeverri took this opportunity to relay a conversation she had with Michong Park, Counseling Department Chair at L.A. Mission College and Chair of LACCD Counseling Chairs. The concern with the guided self-placement forms is two-fold: 1) Lack of consultation with the counseling faculty (as it is they who will be implementing the process); and 2) The forms are too cumbersome, and the length of time needed to talk each student through them is not an effective use of the counselor’s
time. Valley’s Counseling Department is currently working on a 2-page version of the Guided Self-Placement forms which will be vetted for possible District-wide application. Echeverri recommended a breakout session during Discipline Day for the Counseling, English, ESL, and Mathematics disciplines to meet to review the current Guided Self-Placement forms. Chancellor Rodriguez suggested that Vice Chancellor Cornner could attend in order to discuss possible automation of the forms.

* SEI – Sustainable Environment Institute Proposal (George Leddy and David Beaulieu)

Leddy referred to pages 18-22 of the packet, which contain a proposed request for budgetary support for a Sustainable Environment Institute. He noted that the LACCD is an important vehicle in developing green curriculum. For example, Pierce articulates with Cal State Northridge regarding their sustainability minor; West has a sustainability Associate’s degree. Leddy also reported that the Sustainability Institute, now the Sustainable Environment Institute, has revamped its website (accessible through a link on the DAS website). More faculty are now involved in SEI; newsletters and events are published, going from the global to the local. Participation in SEI could be extra-credit for students and professional development for faculty. It is hoped that the LACCD can better integrate green curriculum with other California Community Colleges, with the California State University, and with the University of California.

Past DAS President Beaulieu gave some of the history of sustainability in the LACCD, noting that discussions had started in DAS in 2007. The Board of Trustees was very supporting of the initial sustainability Institute, and two Board members at the time, Mona Field and Nancy Pearlman, used to attend the Sustainability Institute meetings. Beaulieu observed that, although SEI is called an “Institute,” it is really a DAS committee and, thus, requires resources. The SEI has done a newsletter and website, and is doing a speaker series. However, especially in the current climate, Beaulieu stated that we should be more ambitious, such as working with UCLA or the City of Los Angeles, to study climate change and identify steps to mitigate it. The Committee for Gold Creek (an ecological reserve which is LACCD property) is in the loop, but the site is underutilized, as is the Southern California Marine Institute. Not all of the colleges participate in sustainability dialogues. In the same way that the LACCD Dolores Huerta Institute infuses labor awareness in the curriculum, SEI could infuse environmental awareness in the curriculum. In order to obtain outside funders, e.g., the Keck Foundation, it is important to show that the LACCD is offering more support. At present, the SEI Curriculum Coordinator is receiving a .2 reassigned time; however, something approaching a 1.0 of District support would be necessary to go to outside funders. One of the suggestions in the proposal would be to put weather air quality stations in all of the colleges; such an action could be a wonderful teaching tool (page 22 of the packet).

The senators were very supportive of this proposal, and suggested making it a topic at the upcoming Discipline Day. There is an opportunity here for the LACCD to be a national leader. Students are concerned, but need environmental knowledge.
Chancellor Rodriguez observed that the DAS will deliberate on this matter, and then forward recommendations. His comments were receptive, noting an eco-consciousness in the LACCD and among the Board of Trustees. For example, the District pursues LEED certification (Leadership in Energy and Environmental Design) in the construction of its buildings, and saves $2 million per year through the use of photovoltaic electricity generation. Chancellor Rodriguez also noted that Gold Creek is an untapped resource for the LACCD. He also commented on how helpful it would be for students to offer an AD-T (Associate Degree for Transfer) in Sustainability. Echeverri thanked Beaulieu and Leddy for their presentation, and hoped that support for this project would be offered.

* Other College, Committees, and Task Force Reports

* E-100: Serving Students with Disabilities (Freitas)
Echeverri thanked Freitas for spearheading this project. Working with Brittany Grice, Director of the LACCD Office for Diversity, Equity and Inclusion, the task force made its recommendations. Grice forwarded the revised draft document to the LACCD Office of General Counsel for legal review. It is anticipated that the draft will be vetted to DAS and other stakeholders during the Spring 2020 Semester.

* Board Rule Alignment Project (Freitas)
Echeverri and Vice Chancellor Cornner thanked Freitas for representing the DAS on this project. Cornner noted that the LACCD Board of Trustees does not have an academic freedom statement and that one is needed. Beaulieu reported that he, with Past DAS President Leon Marzillier, had drafted an academic freedom policy based on one endorsed by the AAUP (American Association of University Professors). Echeverri stated that she is currently serving on the Educational Policies Committee for the State Academic Senate, will be forwarding information related to academic freedom to the senators, and will place this item on future DAS agendas.

Cornner gave an overview of the realignment project, identifying three categories according to the CCLC template (Community College League of California): Board Policies; Administrative Procedures; and Protocols. For example, the detailed language which is in our current Board Rules (such as adding the grade term “EW“) will be moved to Administrative Procedures; DAS recommendations for changes to Administrative Procedures would go to the Chancellor instead of to the Board. The DAS should be seeing the proposed changes soon; copies of format changes to the current Chapter IV should be available for the February meeting. Cornner further noted that the changes will likely be ready for Board review in May and June of 2020. Chancellor Rodriguez stated that the Board is supportive of these changes.

The meeting of the DAS Executive Committee recessed for lunch at 12:10 and resumed at 12:36 p.m.

Discussion Items
Reflection on DAS Goals for 2019-2020

Echeverri reviewed the goals contained on page 10 of the packet. Corner noted that implementing AB 705 with regard to English as a Second Language (ESL) may be more complicated than what was done with English.

Update on AB 705 Implementation

* Fall, 2019 Success and Enrollment Data for English and Math Courses

Echeverri reviewed preliminary data on English and Math course success, and observed the plethora of data – over 60,000 data points. She particularly noted drops in Math enrollment.

* Update on English, ESL, and Math support

Echeverri noted the lack of support at some of the colleges (page 24 of the packet), and voiced concern that support is not being appropriately funneled to augment student success related to AB 705 implementation. She asked the senators to let her and Vice Chancellor Corner know if there are support gaps at their colleges. Corner observed that Valley has been using the special funds allocated by the District for AB 705 support very wisely. For some colleges, prompt and appropriate distribution of these special funds has lagged because of business process issues. Only special funding for Fall 2019 has been released. Atondo noted that courses in disciplines other than Mathematics meet quantitative reasoning requirements, and enrollment in those courses might be increasing. Corner referred to a drop rate analysis and drop survey done by the District, and reported that most student respondents cited personal reasons for withdrawing from English and reasons related to the instructor for withdrawing from Math. More disaggregation of data will be done, including by college and student demographics (including DSPS and EOPS). Researchers will also see if dropping English and Math in Fall 2019 affected persistence rates in Spring 2020.

Many Math courses saw declines in success rates, Echeverri observed. One exception was Math 134, a combined elementary and intermediate algebra math course. The success rate for English 28 (one level below transfer) was similar to the rate for last year; but the success rate for English 101 dropped considerably. Echeverri noted that only three colleges offered English 28 in the fall of 2019 (City, Mission, and Pierce) and suggested colleges that the other six colleges (East, Harbor, Southwest, Trade, Valley, West) might want to reconsider offering the course due to its fairly stable success rate.

Hernandez noted that there were other variables in Fall 2018 which were not there in Fall 2018. He recommended disaggregation based on race, as worsening equity gaps are possible. Harrington suggested a meeting of tutoring directors to discuss effective
practices. She argued against using a deficit model as it adversely affects students’ opportunity to succeed.

Chancellor Rodriguez asked the following questions: 1) Which interventions have been the most effective in helping students succeed? 2) What kinds of professional development do our faculty colleagues need using existing and other resources? (He is happy to support and resource.) 3) What has been the stats and other quantitative reasoning experience?

Harrington expressed surprise that FTLA (Faculty Teaching and Learning Academy) had the lowest enrollment this year. She postulated initiative fatigue as a reason. Hernandez suggested more dialogue regarding different methods for faculty professional development.

Harrington reported on conversations among the college deans, vice presidents, and presidents regarding making changes to the way courses are scheduled, including such concepts as short-term class offerings and having a two-year schedule of classes. She referred to “student-centered scheduling” – two eight-week classes in one 16-week semester – which is being done by Amarillo College in Texas. According to Harrington, Amarillo has tripled their completion rates using this format. She also requested an hour during Discipline Day to present these course schedule modifications. Some of the senators thought that Discipline Day would be a good time to reach department chairs. Hernandez noted the efforts which have been put into enrollment management at East L.A. College, but also stressed the importance of good faith conversations between faculty and administration. El-Khoury expressed the need to maintain focus on the disciplines during Discipline Day, and was reluctant to reduce the time allotted for the meetings of the discipline committees. He suggested that enrollment management be reserved for another summit on another day. Anderson recommended that the schedule modification proposal be presented at DAS Exec.

Owing to the lengthy and substantive discussions on previous agenda items, the following items will be reserved until the next regularly scheduled meeting of the DAS Exec.

- AB 705 Implementation for ESL in Fall 2020
- AB 705 Data Collection Needs – previously discussed
- Student Placement in Math and English Courses: use of Web form and GSP – previously discussed
- Other: Support Courses

Planning for Upcoming Events in 2020
- Updated 2019-2020 Calendar
- Spring 2020 Discipline Day
• DAS Newsletter – previously discussed
• Guided Pathways
• Summit
• Other: LACCD Plenary

Retreat Rights for Administrators – previously reported

E-88 and College Graduation Honors – previously reported

Minimum Qualifications for CTE Faculty: Process for Employment of faculty not meeting MQs – previously reported

Guided Pathways Committee Charter and Membership – previously reported

Faculty Diversification

Budget Update: LACCD revised allocation model, college debt, and other

Presentation on Vision Resource Center (Shannon Krajewski) 1:00-2:00 p.m.

Echeverri thanked Krajewski for her attendance and her patience in waiting to begin her presentation to the senators. Krajewski reported that Pierce College had begun its work with the Vision Resource Center (VRC) 1½ years ago. She gave a quick overview of the online professional development platform, which is supporting the State Chancellor’s Vision for Success. Access to VRC is available via PeopleSoft (the Student Information System) and the SAP portal. Krajewski explained the process to log on and submit FLEX activities. The Vision Resource Center can also be used to schedule and advertise events such as Discipline Day instead of using Event Brite or similar platform. Event coordinators would generate a link, attach files, create a group by position, college, etc., and re-use that group. Accepted events would go into the user’s Outlook calendar.

Miller thanked Krajewski for bringing this valuable resource to the DAS.

Upcoming Meetings

Board Standing Committees: Wednesday, January 22, 2020, at ESC
District Budget Committee: Wednesday, January 29, 2020, 1:30 p.m., at ESC
Consultation Meeting: Tuesday, February 4, 2020, at 2:00 p.m., at ESC
Board Meeting: Wednesday, February 5, 2020, at Valley
DAS Meeting: Thursday, February 13, 2020, at Southwest
Discipline Day: Friday, February 28, 2020, at Valley
ASCCC Area C: Saturday, March 28, 2020 at Southwest
ASCCC Spring 2020 Plenary: April 16-18, 2020, in Oakland

Adjournment

(Kalustian/Hernandez) M/S/P
The meeting was adjourned at 2:15 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary