District Academic Senate Executive Committee
Meeting
Friday, March 8, 2019
Educational Services Center
MINUTES

Attendance

<table>
<thead>
<tr>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Officers</td>
</tr>
<tr>
<td>Angela Echeverri (President), Naja El-Khoury (1st VP), Elizabeth Atondo (2nd VP: Curriculum), Lourdes Brent (Secretary), Dan Wanner (Treasurer)</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>Dan Wanner</td>
</tr>
<tr>
<td>East</td>
</tr>
<tr>
<td>Alan Khuu for Jeff Hernandez</td>
</tr>
<tr>
<td>Harbor</td>
</tr>
<tr>
<td>Mission</td>
</tr>
<tr>
<td>Deborah Paulsen</td>
</tr>
<tr>
<td>Pierce</td>
</tr>
<tr>
<td>Margarita Pillado for Anna Bruzzese</td>
</tr>
<tr>
<td>Southwest</td>
</tr>
<tr>
<td>Robert Stewart</td>
</tr>
<tr>
<td>Trade</td>
</tr>
<tr>
<td>Valley</td>
</tr>
<tr>
<td>Josh Miller</td>
</tr>
<tr>
<td>West</td>
</tr>
<tr>
<td>Holly Bailey-Hofmann</td>
</tr>
<tr>
<td>Guests</td>
</tr>
</tbody>
</table>

Call to Order:
President Angela Echeverri called the meeting to order at 9:41 a.m.

Approval of the Agenda:
The agenda was adopted as amended (Khuu/Miller) M/S/P

Approval of the Minutes:
The minutes were approved as written (Pillado/Stewart) M/S/P

Public Speakers: None

Action Item

Membership of DAS Guided Pathways Committee
(Pillado/Echeverri) M/S/P

Echeverri reviewed a draft of the composition of the Guided Pathways (GP) Committee. She noted similarities with the District Curriculum Committee (DCC) because both committees would include faculty representatives from each college as well as
administrative and other resource persons. Miller recommended that the Dean of
Student Success and Institutional Effectiveness be the designated co-chair. He will act
as faculty co-chair. A member of the counseling faculty, appointed by the District
Counseling Chairs, will serve as a resource person. The consensus was that this effort be
faculty-led. The members of the GP Committee will write the committee charter.

Math Competency Resolution
Postponed

Echeverri reported that Bamdad Samii, Math faculty member at L.A. Mission College,
will postpone the resolution pending anticipated changes to Title 5 related to math
competency in light of AB 705. She expressed concern that students are being denied
graduation over the math competency issue. According to the current board rules, if a
student is placed in transfer-level math, they are deemed to have met math
competency for local degrees not requiring completion of a transfer-level math course.
However, it has been reported that some graduation technicians are denying
applications for graduation based on perceived non-completion of math competency.

Atondo recommended waiting until changes to Title 5 are final before making the
appropriate Board Rule revisions. If it is decided that verification of students passing
intermediate algebra in high school is required, then CalPASS will solve much of this
issue since high school records will be available electronically.

Discussion Items

Agenda for DAS meeting on 3/14/2019 at East

Echeverri will send out the agenda electronically. She noted many action items,
including updates and revisions to various administrative regulations (E-64, E-65, E-93,
E-101, and E-123), and the composition of the GP Committee. Atondo observed that
today, DCC will consider the Computer Science/Computer Information re-alignment
matrix as an action item. It will be included as an action item at the March meeting of
the District Academic Senate (DAS). Noticed motions will include revisions to Board
Rule 6700 and the addition of the Excused Withdraw (EW) symbol, and a resolution on
the evaluation of curriculum outside the Los Angeles Community College District
(LACCD).

Echeverri announced that elections for DAS Officers will take place on Thursday, May 9,
2019 – time certain at 2:00 p.m. at the DAS meeting held at L.A. City College.
Hernandez, Gaines, McDermott, and Miller are on the Nominations and Elections
Committee. The Committee will send out the elections announcement as soon as
possible; candidates’ statements are due two weeks prior to the May meeting.
Guided Pathways

Miller reported on a meeting held by the GP Coordinators and announced an upcoming meeting on May 17, 2019 at L.A. Harbor College. The ListServ will be up and running next week. He is anticipating that this ListServ will be a centralized place of communication for items related to guided pathways. Also in the works is a Canvas page. Paulsen announced that Los Angeles and Orange County Guided Pathways Regional Coordinator Natalie Nagthall sent out a form that went to the college presidents.

Planning for Spring 2019 and beyond

* DAS Spring, 2019 Newsletter
Echeverri reported that some contributions had been received, but that others were pending. She encouraged all senate presidents to send their college news summaries as soon as possible. Other contributions are also being accepted.

* Spring 2019 ASCCC Plenary
Echeverri encouraged Plenary-goers to turn in their conference forms to Wanner.

* DAS Elections 2019-2021
Previously announced

* DAS Access and Training for Board Docs
Echeverri announced a system which boards of trustees use to post minutes, agendas, and related documents. The system is called Board Docs, and the LACCD bought the premium packet. Echeverri attended a presentation. It permits “real time” minutes, and can be used as a voting tool. Interim Deputy Chancellor Melinda Nish is working with the LACCD Board of Trustees to implement this system first; then it will roll out to DAS (and interested related committees); and later to the local senates. The first Board use will be at the Board Standing Committees meetings on March 20, 2019, and then at the Board meeting in April. Technically, it could allow for remote voting and remain in compliance with the Ralph M. Brown Act. It is anticipated that this system will be made available to all Brown Act committees; training will likely occur this summer.

* Cornerstone Professional Development Platform
Miller reported on its use for faculty and staff. Training invitations went to the professional development coordinators at all of the colleges; Shannon Rohrer from Pierce did the training. Cornerstone can also be used to report FLEX credit for all faculty members. Miller observed that professional development remains decentralized and recommended that DAS institute centralized coordination of professional development at the district level. All of the colleges will be receiving Cornerstone in three months. A district-level coordinator could put district-related items in Cornerstone.
Pillado noted that there is professional development for faculty, but that it is sometimes lacking for classified staff. This has been an accreditation issue. Echeverri observed that the reassigned time has been inconsistent for professional development coordinators at the colleges. Senate presidents are urged to send updates on the reassigned time of their professional development coordinators to the DAS Secretary.

* Consultation schedule
Echeverri reported that all consultations with the Chancellor have been moved to Tuesdays. Unfortunately, that day conflicts with the schedules of some of the local senate presidents. She will try to make changes for the next academic year.

* Update for District Discipline Day
Pillado recommended that the dates to Discipline Day and other DAS-related events be regularized to facilitate planning for all faculty.

Budget Update

* Allocation Model
Echeverri recalled that the district was anticipating an additional $17 million in revenue, and that the DAS had passed a resolution recommending that those extra monies be allocated to support student success via tutoring and other forms of supplemental instruction in light of AB 705. However, Vice Chancellor of Finance and Resources Robert Miller indicated that we might not be receiving that additional funding because of a miscalculation on the part of the state (funding needed to implement the new Student-Centered Funding Formula [SCFF], and less projected state revenue anticipated due to reduced property tax revenues). The Executive Committee of the District Budget Committee (ECDBC) is working on an allocation model. It will then be discussed with the District Budget Committee (DBC). The issue of ongoing college debt has been discussed. These topics will also be discussed by the Chancellor’s Cabinet.

* College debt
Stewart was concerned that L.A. Southwest College can hardly operate with its apportionment as well as pay back the debt that it owes. Another mechanism must be found as this model was unsustainable for this college. Echeverri reported that some debt relief is anticipated.

Guided Pathways

* Design Retreat Report
Miller reported that comments were generally positive. The participants wanted to explore commonalities and be productive. Khuu is looking forward to reports from the GP Coordinators to DAS. The Exec voiced support that these efforts be faculty-led. Miller believes that information needs to be disseminated as a district.
* Next Steps
Previously reported

AB 705 Implementation

* SIS Messages on Competency and Placement
Echeverri will inform Vice Chancellor for Educational Programs and Institutional Effectiveness Ryan Cornner that the messages on competency and placement have been approved.

* Support recommendations for English, ESL, and Math
Echeverri attended the English Discipline Committee meeting at the March 1st District Discipline Day, and received a good list of recommendations for support courses for students from the English discipline. She was unable to obtain such lists from the ESL (English as a Second Language) or the Mathematics discipline committees.

As support courses, many English departments are offering English 72 (1 unit); some are offering English 104 (3 units). East Los Angeles College is offering English 104, Reading 101 (3 units), and ESL 10 (3 units); they are not offering 1-unit support courses.
Echeverri did encourage English to offer more options and to explore the possibility of laboratory instead of lecture classes. The concern is that students will not have sufficient time or resources to take 6 units of English, and will find adjoining colleges/districts where they can complete their English classes within a shorter time frame. She observed that East has shown a decrease in enrollment this semester. Such courses would take up much of a student’s time and financial aid, and will have repercussions related to the Student-Centered Funding Formula.

Echeverri is also concerned that reading and writing centers are cutting back on their hours, and believes that the DAS should advocate for the reduction of class sizes for English. The Board of Trustees has expressed its support for tutoring, supplemental instruction, and other supports for student success in response to AB 705, and may be willing to go into the district reserves if needed. Echeverri will reach out to Math faculty.

Future Projects

* E-Regulation on Disabled Students (E-100)
Echeverri noted that this administrative regulation needs to be revised, especially in light of AB 705. More volunteers are needed for the task force to work on necessary revisions. Pillado observed that there is a district-wide pool of interpreters but, when that pool was exhausted, one needed to go to outside agencies, but only with district approval. The necessity for E-100 revision will be placed on the consultation agenda.
* Administrator Retreat Policy

Echeverri directed the Exec’s attention to Education Code §87458 and §87732, which refer to administrator retreat rights as well as dismissal from employment. An LACCD version of the Academic Senate for California Community Colleges (ASCCC) policy was submitted to the Chancellor during the last consultation.

* Guidelines for Excused Withdrawal

These EW guidelines will be noticed for the next DAS meeting.

* Update on Personnel Commission, CDC Faculty and Counselors

Echeverri reported that the Personnel Commission was trying to replace both student workers and Child Development Center faculty with classified employees at the CDCs. Many public speakers were at the March 6, 2019 Board of Trustees meeting in support of the CDCs and their faculty. In a related matter, Admissions and Records graduation evaluators were evaluating coursework taken outside the LACCD for the purpose of processing graduation applications. However, curriculum is the purview of the faculty and, thus should be reviewed by counseling faculty and articulation officers. There will be a follow-up meeting on April 8, 2019.

College Reports and Issues

* Administrative Vacancies and President Searches

Echeverri reported that an announcement of a new college president for Pierce was anticipated shortly.

* Update on Los Angeles Trade-Technical College

Echeverri reported that there were approximately 50 public speakers at the March 2019 Board of Trustees meeting held at Trade-Tech. Many expressed support for the district Child Development Centers and their faculty. Others expressed concerns over reported harassment of custodians at Trade. Still others voiced their support or lack of confidence in Trade’s college president and vice president.

Other Items

None

Reports

Officer Reports

President – Echeverri

Having made most of the relevant announcements, and in the interest of time, Echeverri made no additional report.

First Vice President – El-Khoury

* Equivalency Committee – Nothing pending
* TPPC – El-Khoury reported that Huron conducted a focus group which received feedback from all of the colleges. The district email will be migrating to the cloud; the migration date has been set for a date during Spring Break. El-Khoury objected to this date, noting that it would be problematic to both faculty and students who were on Spring Break, especially since it coincides with the beginning of 8-week classes. The district responded that its migration date was firm.

Second Vice President – Atondo

* District Curriculum Committee

Atondo reviewed action items and noticed motions – previously reported.

Treasurer – Wanner

Wanner has processed paperwork for Plenary attendees which has already been submitted, and encouraged Plenary attendees who have not yet submitted their paperwork to do so as soon as possible.

Secretary – Brent

Brent will update the list of reassigned time when she receives updates from the senate presidents. She will also forward DAS attendance lists and the DAS bylaws to the Nominations and Elections Committee.

Standing Reports

a. Professional Development College

In the interest of time, Brent postponed her report until the March DAS meeting.

b. DBC/ECDBC

No report – Hernandez not present

c. College and/or Committee Reports

Khuu observed that faculty members are required to receive EEO training in order to sit on a faculty hiring committee. However, such training is sometimes difficult to find. He wondered if it would be possible to do online training. Echeverri responded that this question will be placed on the next consultation agenda. Brittany Grice is the new EEO for the district.

Other Committees and Task Forces:

Enrollment Management

Disabled Students

Title IX

Institutional Review Board

Future Projects:

Interdisciplinary Student Success Course
LACCD Shared Governance Consultation processes

Upcoming Meetings

District Budget Committee: Wednesday, March 13, 2019
DAS Meeting: Thursday, March 14, 2019 at East
Board Standing Committees: Wednesday, March 20, 2019 at ESC
Area C Meeting: Saturday, March 23, 2019 at Citrus College
Board Meeting: Wednesday, April 3, 2019 at Valley
ASCCC Spring Plenary: April 11-13, 2019

Adjournment
(Pillado/Bailey-Hofmann) M/S/P
The meeting was adjourned at 11:59 am
Respectfully submitted by Lourdes M. Brent, DAS Secretary