District Academic Senate Executive Committee

Meeting

Friday, September 6, 2019
Educational Services Center
Board Hearing Room

MINUTES

Attendance

<table>
<thead>
<tr>
<th>Officers</th>
<th>Present</th>
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<tbody>
<tr>
<td>Angela Echeverri (President)</td>
<td>Naja El-Khoury (1st VP), Elizabeth Atondo (2nd VP), Lourdes Brent (Secretary), Robert Stewart (Treasurer), Don Gauthier (Past President)</td>
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<tr>
<td>City</td>
<td>Michael Kalustian</td>
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<td>East</td>
<td>Jeff Hernandez</td>
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<td>Harbor</td>
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<td>Mission</td>
<td>Carole Akl</td>
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<td>Pierce</td>
<td>Barbara Anderson</td>
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<td>Southwest</td>
<td>Robert Stewart</td>
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<td>Trade</td>
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<tr>
<td>Valley</td>
<td>Chauncey Maddren</td>
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<td>West</td>
<td>Holly Bailey-Hofmann</td>
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<td>Guests</td>
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Call to Order:

President Angela Echeverri called the meeting to order at 9:42 a.m.

Approval of the Agenda:

The agenda was adopted as written (Stewart/Hernandez) M/S/P

Approval of the Minutes:

The minutes of the August 2, 2019 meeting were approved as amended (Hernandez/Anderson) M/S/P

Public Speakers:

None

Echeverri requested that those present introduce themselves. By way of general announcements, she reported that that Past Senate President at City Dan Wanner had been named Assistant Dean of Curriculum at that college. Hernandez announced that Governor Gavin Newsom visited East Los Angeles College, and that student
representatives from all 9 colleges were present. Anderson inquired as to reassigned
time for articulation officers; Atondo reported that she would look into the matter, but
that amounts of reassigned time for that position vary. Bailey-Hofmann announced that
the Mayor of the City of Los Angeles, Eric Garcetti, is scheduled to visit West. Echeverri
commented briefly on the recent September Board meeting at Harbor, but stated that
she would reserve the majority of her remarks for her President’s report.

**Action Items**

**Resolution Acknowledging EOPS on its 50 Years of Student Success**
(Stewart/Akl) M/S/P
This item will be brought to the September 12, 2019 DAS meeting and to the ASCCC
(Academic Senate for California Community Colleges) Fall 2019 Plenary Session. As
Plenary delegates, Echeverri and Stewart will sponsor this resolution.

**E-120 – Student Transcript Notations**
(Bailey-Hofmann/Maddren) M/S/P – as amended
*Add to 2.e) – inclusion of area(s) met in LACCD GE, CSUGE, or IGETC; competency area;
and course content where applicable*
Atondo reported that there was no new content or policy.

**E-115 – New or Realigned Subject Proposal Form**
(Stewart/Anderson) M/S/P – as amended
*Include “AFT 1521 Faculty Guild” where there is any reference to “Faculty Guild” or
“AFT”*
Atondo reported that this item was just a form to put policies in place which had already
passed via the adoption of E-115. This form was approved unanimously by the District
Curriculum Committee (DCC). Echeverri will send the revised form to AFT 1521 Faculty
Guild President, Joanne Waddell, for input since the form refers to workload. A version
with the omission of strikeouts in the draft document will be sent to the full DAS
(District Academic Senate).

**Revised 2019-2020 DAS Calendar**
(Stewart/Bailey-Hofmann) M/S/P
Echeverri summarized changes to the calendar. Discipline Day will remain on October
18, 2019, but the joint Summit may have to be moved to the Spring Semester of 2020.
Although there have been no implementation guidelines from the California Community
Colleges Chancellor’s Office (CCCCO) for ESL (English as a Second Language), courses,
levels, and sequences must still be in compliance with AB 705 in Fall 2020. The ESL
discipline committee will be meeting on September 13, 2019, and a larger event
(including faculty from related/affected disciplines) will be scheduled for a future date;
September 20th is currently available since the LACCD/DAS Summit will be rescheduled
for the Spring 2020 Semester. Echeverri stressed the importance to review the various options for AB 705 compliance for ESL.

Bailey-Hofmann suggested we consider looking at different dates for events as well as the possibility of scheduling multiple events on the same day on occasions where not too many faculty members would be impacted. Hernandez voiced his concerns regarding timelines for curriculum and galleys for any ESL courses. He urged Senates to be proactive, and recommended a survey of the ESL discipline committee to see when they are available to meet.

El-Khoury observed that ESL must focus on assessment/placement, and reported that Southwest was in compliance with AB 705. He also announced that the themes for Discipline Day were: 1) Compliance; and 2) Curriculum alignment. Echeverri noted that, without a guidance memorandum from the CCCCO, especially in regards to assessment or placement, AB 705 compliance would be very difficult for ESL. She hopes that the larger ESL-related event can occur on September 20th and, if not on that date, sometime before the October 18th Discipline Day. Echeverri observed that Cypress College and Solano Community College are considering various options for ESL, including a transfer-level ESL comparable to English 101.

Reports

Officer Reports

* President

Echeverri stated that she is currently working on her report of the six-hour September 4, 2019 meeting of the LACCD Board of Trustees. Announcements and recognitions included a Women’s Empowerment Summit that took place over the summer and congratulations to EOPS (Extended Opportunity Programs and Services) for 50 years of student success. The Board approved the final 2019-2020 budget, which included a 3.26% COLA (cost of living adjustment) from the state. The College Promise has been expanded to cover two years of tuition/fees for California Community College students. The District will be “held harmless” for an additional year, through 2021-2022, while it transitions to the Student-Centered Funding Formula (SCFF). The Board also approved a change to the college debt repayment policy. That is, colleges in debt will be paying no more than 1% of their total budget annually instead of 3%. This recommendation came from the District Budget Committee (DBC). In addition, the Chancellor has the option of offering additional strategies to help colleges that are in debt. Not all Trustees agreed with these changes. Echeverri further observed that the student trustee was very vocal throughout the Board meeting. He asked Echeverri how she felt about the Chancellor’s directive to cut English and Math classes more than one level below transfer for the Fall 2019 Semester. In response to the Student Trustee’s question, Echeverri reiterated her position and that of the DAS.
Continuing her Board report, Echeverri noted that overall enrollment is down 2%; Math enrollment is down 17% districtwide. She is hoping that the District and the colleges are open to offering late-start classes. The District reported that it is spending $8 million to assist with AB 705 implementation. Although Echeverri asked for a breakdown of expenditures, she had not received it as of this meeting. Net Tutor, online tutoring through Canvas, has been funded for math, English, and ESL and tutoring/learning centers are receiving funding to be open for additional hours. The Board authorized an agreement for a districtwide marketing campaign; the cost will be $4 million over a two-year period. There were no students or faculty members on the panel which selected the marketing firm Interact Communications, Inc. The Student Trustee was vocally opposed to this action. He noted that African American males are a disproportionately affected group and that effective outreach and retention efforts should be made. However, he noted that no African Americans were pictured on Interact Communication’s website. Echeverri observed that, if the District is not offering the classes which students need and want, then enrollment will suffer whether we have a marketing firm or not. Stewart explained the necessity for financial recovery plans for colleges, and that administration must include the local senates.

At this past Board meeting, public speakers were placed at the end of the agenda. Director of Nursing at Pierce, Beth Benne, spoke of the increased need for mental health services for students. She stated that additional costs for those services could be covered by increasing the student health fee, which has been at $11 per semester since 1993. By law, the health fee can increase to $22. Citing the increased incidence of mental health issues and noting a recent student suicide, Benne advocated for a full-time psychologist at the district. Gauthier suggested that ASOs (Associated Students Organizations) be invited to help support as well. Echeverri also made announced the new college presidents and interim presidents.

* 1st Vice President

Equivalency – El-Khoury announced the Fall 2019 meeting schedule of the Equivalency Committee; it is also on the DAS website. The Equivalency Committee reviewed over 15 equivalency cases over the summer. The 2018 disciplines list and the CTE (Career Technical Education) tool kits are available. On August 16, 2019, there was a meeting for the Non-Credit disciplines at the Van de Kamp Innovation Center. Not all colleges have full-time faculty members in the Non-Credit disciplines, and the Equivalency Committee is reluctant to have deans review equivalency for Non-Credit. Finding ways to consult with Non-Credit faculty to resolve equivalency issues will be on the agenda for the next Equivalency Committee. In light of the CTE tool kit, the Equivalency Committee has suggested adding CTE representatives to its committee. After revisions to the flow chart are approved by the Equivalency Committee, El-Khoury will include it in his DAS report. At present, an equivalency candidate has the option to appeal a decision by the Equivalency Committee to the DAS Executive Committee. His recommendation is that the Equivalency Committee must be the final arbiter. El-
Khoury will begin forwarding agendas and other equivalency-related information to the senate presidents.

Continuing his report, El-Khoury also announced that Dr. Newton Miller will be the keynote speaker at the October 18, 2019 Discipline Day at Valley. Vice Chancellor Ryan Corner will provide funding. El-Khoury reported that an excellent job was being done on Computer Science and Computer Information alignment. In response to Gauthier’s question, El-Khoury stated that he was not aware of any audits.

TPPC – El-Khoury announced that he was unable to volunteer to co-chair this committee any longer. Gauthier recommended that a faculty member already serving on TPPC (Technology Planning and Policy Committee) be recruited to step forward as chair. El-Khoury recommended the need for a faculty-specific technology committee. The Academic Technology Committee is a standing committee of the DAS.

* 2nd Vice President

Atondo gave an update on graduation evaluators reviewing coursework for students to determine if those classes meet graduation requirements. She noted that, in spring 2019, the DAS passed a resolution upholding faculty primacy over curriculum. The district administrators concurred with the DAS position. The graduation evaluators asked for their positions to be reclassified, and the end result is that the Personnel Commission has opened a formal audit of that position. The resolution that was passed stated that colleges need to formalize what their process is. She and other articulation officers will attend the meeting of the Counseling Department Chairs on Monday, September 9, 2019. Problematic practices at some colleges include graduation evaluators reviewing and evaluating coursework outside our district for CSUGE, IGETC, local GE, etc. (California State University General Education; Intersegmental General Education Transfer Curriculum; General Education). She agreed that the graduation evaluators job descriptions should be changed to comply with approved policy. Atondo will monitor the Personnel Commission audit of the graduation evaluator position and provide updates to the DAS. Hernandez suggested that one approach for compliance could be via a Chancellor’s directive to the Chief Instructional Officers. He also suggested making the DAS Exec available to local senates to provide training regarding faculty discipline expertise – clearly a 10 + 1 issue.

On the subject of eLumen, Atondo announced that ECD (the district Electronic Curriculum Development system) needs to go dark for a period of time around April 30, 2020, to permit migration of curriculum to eLumen. All curriculum should be in eLumen by June 1, 2020. Faculty members will need to validate the accuracy of the curriculum migration.

* Treasurer

Referring to his written report, Stewart covered the topics of dues submission and conference requests and reimbursements. Prepayment of ASCCC (Academic Senate for
California Community Colleges) Fall 2019 Plenary Session is still possible. He noted that reimbursement for Plenary has a $1,500 limit. It might be possible for the DAS to pay for the registration of one additional faculty member from each college. Stewart reminded the Senators that the ASCCC Foundation is also offering a limited number of scholarships for Plenary attendance.

* Secretary
Brent encouraged local senate presidents to review and revise the lists of DAS representatives and college liaisons to the DAS Professional Development College (PDC).

* Professional Development College – Brent
Brent reported that she had sent seminar information to all of the senate presidents and encouraged them to share with faculty members at their respective colleges. Two upcoming events include a seminar on AB 705 implementation on September 13th and a seminar on parliamentary procedure and the Brown Act on September 27th.

* Guided Pathways – Miller
Echeverri reported that there are 4 Guided Pathways summits currently on the calendar.

* Guided Pathways Committee charter & Membership – no discussion

* E-100 and Board Rules Alignment Project – Freitas
There was a written report stating that a task force had been established for the revision of E-100 (Criteria for Serving Students with Disabilities). Some task force members had already been identified, but local senate presidents were requested to recommend more faculty participants. Freitas will also spearhead a project to align LACCD Board Rules with recommended guidelines of the Community College League of California (CCLC).

* District Budget Committee – Hernandez
Hernandez reported that the district received its share of additional funds above hold harmless this summer in the categories of equity and student success. The amount of $17.8 million was set aside in reserve and is not being distributed to the colleges at present. District administrators had argued that, since that funding is tied to enrollment calculations – and the final calculations are not available until January – the District will keep those funds until then. However, Hernandez argued that adjustments to enrollment calculations would be minor between now and January, and that the colleges need that money now, especially in light of AB 705. The timing of the allocation of the $17.8 million will be on the upcoming DBC agenda.

Echeverri noted that DAS currently has one vacancy on the DBC. Eddie Tchertchian from Pierce has requested that he be appointed. Kalustian might also have a recommendation. There is much concern with enrollment, especially since the hold harmless period will end after the 2021-2022 academic year. Hernandez observed that
we as a District know where we are growing and where we are hurting, and we need to plan accordingly.

* Other College, Committees, and Task Forces – no discussion

**Discussion Items**

**DAS Goals for 2019-2020**

**Motions:**

1. To include two goals from 2018-2019:
   1. **A)** Promote more diversity in faculty hiring;
   2. **B)** Recognize outstanding persons doing senate work. *This would include a nominations and awards process and rubrics.*

2. Amend 2019-2020 Goal #4 to read: *Monitor ongoing alignment of Board Rules and administrative regulations with Community College League Templates.*

(Hernandez/Stewart) M/S/P

**Update on AB 705 Implementation**

- Joint Task Force: Recommendations for English, ESL, and Math support and Net Tutor Contract
- AB 705 Implementation for ESL in Fall 2020
- Chancellor’s Revised Response to DAS resolution – Echeverri referred to updated outcomes in Math and requested that the Chancellor distribute widely.
- Faculty Guild Grievance
- Other: Student Placement in Math and English
- Other: AB 705 data collection – Echeverri obtained data on early semester drop rates and found them to be higher than the previous year, especially for Math 125. She will continue to request and report on such data on an ongoing basis.
- Echeverri also encouraged departments to look into offering late-start classes.
- The district has allocated $1.4 million for online tutoring in English, Math, and ESL through Net Tutor.
- Other: Chancellor’s directive to cancel English and Math courses more than 1 level below transfer for Fall 2019 – Echeverri has been in discussion with AFT Faculty Guild President Joanne Waddell to explore response options from the faculty, including a grievance, a lawsuit, and a possible complaint with the Public Employee Relations Board (PERB)
- Other: Financial aid eligibility of support courses – Brent reported a possible problem regarding the financial aid eligibility of students taking designated support courses, e.g., Math 125S. This will be placed on the consultation agenda.

**Motion to extend meeting for 15 minutes**
Planning for Upcoming Events in 2019-2020 - Echeverri

- DAS Newsletter – deadline for Fall submissions is November 22, 2019
- Agenda for September 12, 2019 DAS meeting – Echeverri will forward draft agenda this afternoon; consultation is on September 10, 2019
- Additional Board Docs Training – Interim Deputy Chancellor Nish is willing to go to City to train senators
- Guided Pathways, ESL Meetings, Discipline Day, Summit

Retreat Rights Policy for Administrators
Echeverri reported that a meeting will be scheduled shortly. Echeverri, Anderson, Brent, Freitas, Gauthier, and Hernandez have offered to serve.

Faculty Representation on Human Resources Council
Citing Education Code §87360(b), Brent requested that there be faculty representation on the HR Council, especially in areas regarding faculty hiring. She noted that the DAS collaborated with administration in revising HR-R-130 which refers to the hiring of adjunct faculty. This action was taken partly to comply with a recommendation to meet standard from the ACCJC (Accrediting Commission for Community and Junior Colleges). Echeverri stated that this item will be placed on the consultation agenda.

DAS Review of New Technology
Brent referred to an example of how new technology was brought to the district without faculty recommendation (Cranium Café). She encouraged the TPPC to be proactive in its considerations of technology in our colleges and ensure that there is faculty involvement in its review.

E-88 and College Graduation Honors
Atondo observed that since there is a district transcript now, that is, all coursework from all colleges in the LACCD are included in one transcript, there must be agreement on what constitutes honors at graduation. Echeverri will summarize what is currently in practice and bring to DAS for review and discussion.

Departmental Reorganization
Akl requested that senate presidents forward their policies and procedures being used at their colleges for department reorganization.

Challenges Providing Resources to Students Under New Purchasing Requirements
Hernandez reported that rules for purchasing are resulting in delays for vendors to be paid. Adverse effects are being experienced for college programs and students. Library donations are being delayed. Echeverri stated that this will be a consultation item.
BR 801
This item will be on the agenda of the next consultation.

Collegiality survey
Hernandez observed that collegiality is poorly defined, although this issue has been considered by the ASCCC, and also by the AFT Faculty Guild in collective bargaining. Hernandez can forward a PowerPoint presentation which he delivered to the Executive Committee Senate at East, and can do an abbreviated presentation at the next meeting of the DAS Exec.

Faculty Diversification
Hernandez expressed concern that this topic is not receiving the attention and resources necessary for resolution, and recommended that it continue to be a DAS goal for 2019-2020.

Other Items
Anderson announced that Pierce will be hosting the ASCCC regional curriculum meeting.

Upcoming Meetings
Board meeting: Wednesday, August 7, 2019 at ESC
District Budget Committee: Wednesday, August 14, 2019 at ESC
Board Standing Committees: Wednesday, August 21, 2019 at ESC
DAS Meeting: Thursday, September 12, 2019
ASCCC Academic Academy: September 13-14, 2019, in Long Beach (QM)
ASCCC Fall Plenary: November 7-9, 2019, in Newport Beach

Adjournment
(Stewart/Anderson) M/S/P
The meeting was adjourned at 12:17 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary