District Academic Senate Executive Committee

Friday, November 18, 2022
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>
<tr>
<th>Present</th>
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<tbody>
<tr>
<td>Officers</td>
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<tr>
<td>Angela Echeverri (President), Anna Nicholas (1st VP), Elizabeth Atondo (2nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian)</td>
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<tr>
<td>City</td>
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<tr>
<td>Mickey Hong</td>
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<tr>
<td>East</td>
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<td>Jeffrey Hernandez; (David Hale represented ELAC for a portion of the meeting</td>
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<tr>
<td>Mission</td>
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<tr>
<td>Carole Akl</td>
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<tr>
<td>Pierce</td>
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<tr>
<td>Barbara Anderson</td>
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<tr>
<td>Southwest</td>
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<tr>
<td>Marvin DaCosta</td>
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<tr>
<td>Trade</td>
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<td>Valley</td>
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<td>West</td>
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<tr>
<td>Patricia Zuk</td>
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<td>Guests</td>
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<tr>
<td>Wendy Bass-Keer (Pierce), Jessica Drawbond (Southwest), Tracy Harkins (Mission), Daniel Keller (EPIE), George Leddy (Valley)</td>
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Approval of Resolution on Teleconferencing:

Resolution on Conducting Public District Academic Senate (DAS) Executive Committee Meetings Via Teleconference from November 18, 2022 Through December 18, 2022 (Atondo/Anderson) M/S/P – by consensus

Call to Order:

District Academic Senate 1st Vice President Anna Nicholas called the meeting to order at 9:35 a.m.

Approval of the Agenda:

The agenda was adopted as written (Hale/DaCosta) M/S/P

Approval of the Minutes:

The minutes of the October 7, 2022 meeting were approved as written (Atondo/Akl) M/S/P – by consensus
Public Speakers: None

**Action Items**

1. Administrative Procedure AP 4100: Graduation Requirements for Degrees and Certificates; for action at December 8, 2022 DAS meeting

    (Zuk/Hale) M/S/P – as revised

    **MOTION:** Amend Page 13, under “Catalog rights” as follows - “Exceptions to the Catalog Rights requirements stated in this procedure may be made at the discretion of the Articulation Officer on a case-by-case basis, in conjunction with discipline faculty as appropriate, provided that exceptions are not more restrictive than what is stated in this procedure.”

    (Atondo/Zuk) M/S/P

    Revisions were made to this Administrative Procedure (AP) to conform with the Title 5 requirement, which has recently posted, related to Ethnic Studies, as well as other minor changes.

2. Revise AP 5010: Admissions (amend existing AP to incorporate E-107 language); for notice at December 8, 2022 DAS meeting – **Postponed**

    **MOTION:** Postpone to the December 2, 2022 meeting of the District Academic Senate Executive Committee (DAS Exec)

    (Hale/Zuk) M/S/P

    Yes: Akl, Anderson, DaCosta, Hale, Nicholas

    No: Atondo, Brent, Zuk

3. New AP 5011: Admission and Concurrent Enrollment of High School and Young Students; for notice at December 8, 2022 DAS meeting - **Postponed**

4. New AP 5012: International Students; for Notice at the December 8, 2022 DAS Meeting – **Postponed**

    **MOTION:** Postpone action on all of the Chapter 5 APs to the December 2, 2022 meeting of the DAS Exec

    (Zuk/Akl) M/S/P

    Yes: Akl, Anderson, Atondo, DaCosta, Echeverri, Hale, Nicholas, Zuk

    Abstain: Brent

5. Revise AP 5040 Student Records, Directory Information, and Privacy (amend existing AP to incorporate E-107 language); for Notice at the December 8, 2022 DAS Meeting – **Postponed**
6. New AP 5075 Course Adds and Drops; for notice at the December 8, 2022 DAS meeting - **Postponed**

7. New AP 5200 Student Health Services; for notice at the December 8, 2022 DAS meeting – **Postponed**

8. Board Policy BP 3200 Accreditation; for notice at the December 8, 2022 DAS meeting
   (Zuk/Hale) **M/S/P**

**Quorum call at 10:20 a.m.** It was determined that there was no quorum at that time, but resumed at 10:23. The Senators then continued their review of the action items.

9. Board Policy BP 3250 Institutional Planning; for notice at the December 8, 2022 DAS meeting
   (Brent/Akl) **M/S/P**

10. AP 7211: Faculty Service Areas, Minimum Qualifications, and Equivalencies – from the DAS Equivalency Committee – **Postponed**
    (Nicholas/Hale) **M/S/P**

11. Revision of Course to Discipline Crosswalk – from the Equivalency Committee
    (Akl/Zuk) **M/S/P**
    Abstain: Zuk

12. Consolidation of Physics and Astronomy Discipline Committees – from the Equivalency Committee
    **M/S/P**

Nicholas provided a link to the applicable section in the Equivalency Committee documents.

13. Ratify the LACCD Noncredit Disciplines Committee’s Noncredit Equivalency Worksheet – from the Equivalency Committee

https://studentlaccd.sharepoint.com/sites/laccd/committees/DDC/Public%20Library/Forms/AllItems.aspx?FolderCTID=0x0120003E6C5848761914CA9D9C7B1622F2941id=%2Fsites%2Flaccd%2Fcommittees%2FDCC%2FPublic%20Library%2FCommittee%20Documents%2FDDC%20Structure%20and%20Functions%2FDDCC%20Structure%20and%20Functions%20Description.pdf&viewid=5691c9b2%2D78e%2D4ad0%2Daa23%2D54710c0e870a&parent=%2Fsites%2Flaccd%2Fcommittees%2FDCC%2FPublic%20Library%2FCommittee%20Documents%2FDDC%20Structure%20and%20Functions
118  M/S/P
119
120  14. Approve LACCD DAS CTE (Credit/Noncredit) Discipline Equivalency Reviewer Recommendation Form – from the Equivalency Committee
121  M/S/P
122
123  15. Approve the theme (“Rebooting and Reimagining LACCD”) and format (online) for the District Discipline Day on March 17, 2023 – from the Equivalency Committee and DCC – virtual
124  M/S/P
125  Discipline Day will be held virtually and is intended to be a working event, as opposed to using a summit format.
126
127  Noticed Items
128
129  1. LACCD Camera Use Guidelines
130
131  This item passed the DAS Online Education and Academic Technology Committee. A District policy aligning with upcoming Title 5 changes is recommended. An icon, indicating to students that the use of a camera will be required in a course, will be included in each applicable class in schedules of classes. It was suggested that these guidelines be included in AP 4105 and put as a reference in AP 4221.
132
133  2. Districtwide Software Requests
134
135  As a district, the LACCD has been funding software requests, especially those used districtwide.
136  https://studentlaccd-
137  my.sharepoint.com/:x:/g/personal/drawbojn_laccd_edu/Efrpc0lxclv59As5esERcBQji3
138  sKKQohZlid8p0_v7Dg?e=8FTKW8
139
140  Discussion Items
141
143
144  Assembly Bill 2449 was signed into law, but the original Ralph M. Brown Act was not rescinded. Therefore, the open meeting protocols and requirements under the original Brown Act still appear to be applicable. Various in-person and hybrid scenarios were discussed, for local senate meetings as well as for meetings of the District Academic Senate, its Executive Committee, and its standing committees. The following links were offered for information:
2. Request to ASCCC for Local Visits on Diversity, Equity, and Inclusion (DEI) in Curriculum

3. District Responsibility for Campus Safety & Emergency Preparedness

In response to a stabbing at Los Angeles City College, it was recommended that the LACCD do emergency training and preparedness.

NOTE: Owing to the lack of time, some of the items below were reserved to a subsequent meeting.

4. Proposed New BP 6305 and AP 6305: Reserves

5. Establishment of a District Council to Vet and Make Recommendations on Non-10+1 Matters to the Chancellor

The DAS will reach out to the AFT Faculty Guild on this matter.

6. Title 5 Changes on Distance Education Requirements (Sections 55005, 55200, 55204, 55206, and 55208)

7. Common Course Terminology for Class Schedules

8. Resolution from the Los Angeles Valley College Academic Senate to the District Academic Senate Regarding Academic Administrator Retreat Rights

9. Implementation of Legislation: AB 1705; AB 1111 (Common Course Numbering); AB 928 (Student Transfer Reform Act of 2021)

Harkins, J. Hernandez, and Freitas will collaborate on a resolution in response to the new transfer plan, i.e., CalGETC, and the omission of Lifelong Learning and Self-Development.
MOTION: Extend meeting by 15 minutes

(Brent/J. Hernandez) M/S/P

10. Need for DAS Legislative Liaison and Advocacy

11. DAS Goals and Challenges for 2022-2023

12. Update on AB 1705, AB 705, Student Enrollment, and Learning Loss

13. LACCD Student Survey-Fall 2022

14. Districtwide Faculty Professional Development

A preliminary conversation took place, but there are no further developments.

15. DAS Equivalency Coordinator Position

The position is moving forward.

16. Determination of Foreign Language Proficiency for LACCD Faculty and Staff

17. Zero Textbook Cost Grants including OER

18. Other Concerns: Items from the Floor

Reports

• Officer Reports

President

Measure LA (a bond measure for the LACCD) passed on the November 8, 2022 ballot.

Since parts of this bond are intended to be used for sustainability, technology, and infrastructure, it is possible that some funds could be leveraged for efforts of the Sustainable Environment Institute.

1st Vice President

DAS 1st VP Report for DAS Exec meeting on November 18, 2022 (Anna Nicholas)

Since my last report, the Equivalency Committee met on 11/14. We considered two equivalency requests, one from Art/Art History (specifically in the CTE area of Museum Studies) and one from Law. Neither one of these requests was decided on due to lack of all the needed documentation.
In light of the Governor’s announcement that the COVID-19 State of Emergency will end on February 28, 2023, and following the guidance we received from the Office of General Counsel, the Equivalency Committee voted to resume meeting in person at the ESC starting in March. At the next meeting we will vote on changing the start time of the spring meetings from 1 pm to 2 pm. The committee also voted to recommend to the DAS adding the following statement to the Course to Discipline Crosswalk:

“For disciplines into which CTE courses are placed, when an applicant does not possess the degree listed among the minimum qualifications for that discipline, the applicant may be granted equivalency in that discipline so long as they document having at least eight years of full-time experience working in a field related to that discipline, and demonstrate meeting the General Education equivalency (per the rubric provided in the ASCCC CTE Minimum Qualifications Tool Kit), and possess all other credentials required by regulation, accrediting agency, or industry standards for that field.”

This statement makes the current practice official, as it is reflected in the recently created LACCD CTE/Noncredit Equivalency Worksheet.

The committee also voted to approve the consolidation of the Physics District Discipline Committees and the Astronomy District Discipline Committees into a combined Physics and Astronomy District Discipline Committee and would like to encourage other District Discipline Committees in a similar situation to consider doing the same and moving away from being subject committees to discipline committees.

In addition, the committee voted to approve the LACCD DAS CTE (Credit/Noncredit) Discipline Equivalency Reviewer Recommendation Form to accompany the created LACCD CTE/Noncredit Equivalency Worksheet, and further clarify and improve demonstrating equivalency decisions.

The committee continued to discuss plans for District Discipline Day in March 2023. We are trying to figure out the most efficient way to reach out to the District Discipline Committees to get feedback about their main concerns. The next meeting of the Equivalency Committee is on Monday, 12/12 on Zoom.

Meeting times may change in the Spring.

2nd Vice President – no additional report

Secretary

No recent update on the DAS website migration.

Treasurer – no report

Local Senate Presidents

- Other Reports:
The State Chancellor’s Office has recommended that colleges and districts maintain the equivalent of 2 months of operating expenses as general reserves. That would result in increasing reserves from 10% to 17%, and would mean that monies would have to be drawn from colleges. The matter will go to the Executive Committee of the DBC (ECDBC) for further discussion.

- **District Budget Committee (DBC)**

- **Online Education and Academic Technology Committee** – no additional report

- **TPPC** – no report

- **Guided Pathways** – no report

- **Professional Development College (PDC)**

The PDC has had a successful ongoing collaboration with SEI, including the latest round table discussion and interviews on climate anxiety. A seminar on coping with learning loss is in development. Senate presidents, PDC liaisons, and college professional development coordinators are requested to forward PDC seminar announcements to the faculty at their colleges.

- **Sustainable Environment Institute (SEI)**

Although SEI has seen an increase in funding related to reassigned time for faculty, there is no operating budget. There are community of practice efforts to expand the use of sustainability curriculum among the disciplines.

- **Others**

**Noticed Items**

**Upcoming Meetings:**

- **District Budget Committee**: Wednesday, November 9, 2022 – Zoom
- **Board Standing Committees**: Wednesday, November 16, 2022 – Zoom
- **DAS Executive Committee**: Friday, December 2, 2022 – Zoom
- **DAS Meeting**: Thursday, December 8, 2022 – Zoom
- **Consultation**: Friday, December 9, 2022 – Zoom
- **LACCD Board Meeting**: Wednesday, December 14, 2022 – Hybrid
- **ECDBC Meeting**: Tuesday, November 22, 2022 – Zoom
Adjournment
The meeting was adjourned at 12:15 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary