District Academic Senate Executive Committee

Friday, February 4, 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>
</tr>
</thead>
<tbody>
<tr>
<td>Officers</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>East</td>
</tr>
<tr>
<td>Harbor</td>
</tr>
<tr>
<td>Mission</td>
</tr>
<tr>
<td>Pierce</td>
</tr>
<tr>
<td>Southwest</td>
</tr>
<tr>
<td>Trade</td>
</tr>
<tr>
<td>Valley</td>
</tr>
<tr>
<td>West</td>
</tr>
<tr>
<td>Guests</td>
</tr>
</tbody>
</table>

Approval of Resolution on Teleconferencing:

Resolution on Conducting District Academic Senate (DAS) Executive Committee Public Meetings via Teleconference from February 4, 2022 through March 4, 2022 (Akl/Nicholas) M/S/P

Call to Order:

District Academic Senate President Angela Echeverri called the meeting to order at 9:31 a.m.

Approval of the Agenda:

The agenda was adopted as amended: Remove Action Item #4; revise Discussion Item #6 as follows – “State of Credit for Prior Learning in LACCD” (Nicholas/Akl) M/S/P

Approval of the Minutes:
The minutes of the January 21, 2022 meeting were approved as revised: “Nicholas announced that the Equivalency Committee AP 7211 work group will meet on January 24, 2021…”

(Akl/Nicholas) **M/S/P**

**Abstain:** Maddren

**Public Speakers:**

Ryan Cornner, LACCD Vice Chancellor of Educational Programs and Institutional Effectiveness (EPIE) submitted the credit for prior learning (CPL) report to the State last January as required. The California Community Colleges Chancellor’s Office (CCCCO) sent the LACCD a letter stating that the report was incomplete. The District is working with the CCCCO to update the report with the assertion that the CPL policy will be in college catalogs. Daniel Keller, LACCD Dean of Educational Support Services, will develop a draft of standardized CPL language which can be used in college catalogs. The relevant Administrative Procedure (AP 4235) was posted on March 5, 2021. Cornner noted that colleges need not have a printed catalog, but a link can be put in a virtual catalog. The Title 5 citation is in Section 55050(a):

“The governing board of each community college district shall adopt and publish policies pertaining to credit for prior learning. The policies shall be transparent and accessible to all stakeholders, published at least in college catalogs. Procedures for students to attain credit for prior learning shall include, but not be limited to, credit by examination, evaluation of Joint Services Transcripts, evaluation of student-created portfolios, evaluation of industry-recognized credential documentation, and standardized exams.”

Echeverri talked about a new proposed bill AB 1705 (Irwin), discussed at the Board’s recent Legislative and Public Affair Committee. **AB 1705** is follow up legislation to AB 705, which would further prevent colleges from being able to offer pre-transfer-level courses in English and Mathematics. If passed by the legislature, AB 1705 would require a community college district or community college, by July 1, 2023, to place and enroll all new and continuing United States high school graduate students and those who have completed a GED into transfer-level English and mathematics, with specified exceptions for mathematics placement.

Echeverri argued that further limiting math and English course offerings at this time would be detrimental to enrollment, student success, and moving forward with the ongoing pandemic. She reported that she urged the LACCD Board of Trustees and Chancellor Rodriguez to oppose the bill as written, stating it would severely impact the District’s ability to serve all students. Echeverri suggested that additional conversations are needed regarding how to respond to AB 1705 as a senate and a district.
Zuk spoke about the difficulty in getting funding for Labster approved at West. (Labster provides learners with realistic virtual lab simulations.) As a result, faculty and students at West do not have Labster software available this semester. This fact has led to the bigger issue that the Distance Education (DE) committee is discussing, i.e., a streamlined process for the identification and procurement of educational software.

Corner recommended sending him inquiries to resolve misunderstandings related to educational software, even if terms and conditions and the LACCD Office of General Counsel are being invoked by the vendor. Holdups could be related to personally identifiable information in the system, or if the EEAAPs (Equally Effective Alternative Access Plans) are different. More District help should be available in 3-4 months when additional staff members, including accessibility specialists, are hired. The general philosophy of software funding in the LACCD is to identify and purchase software if all colleges are using it. If software is unique to a college or colleges, then each college will require its own contract.

Freitas noted that AP 2510, participation in local decision-making, incorporates the shared governance and collegial consultation references included in Title 5. Corner referred to Chancellor’s Directive 70 from 1996, and observed that AP 2510 is an attempt to define processes so that there is a concrete venue for when there are disagreements. On the subject of Discipline Day, on March 11, 2022, Corner will contact the LACCD Board of Trustees and also recommended the vice president at Amarillo College as a possible keynote speaker.

Regarding Discussion Item #10 related to accreditation, Corner offered that accreditation attaches to the colleges. From the District perspective, a very broad procedure related to the role of EPIE as liaison to the colleges and the ACCJC (Accrediting Commission for Community and Junior Colleges) can be drafted. Board Policies and Administrative Procedures on program review are not included in the CCLC (Community College League of California) model. The California Code of Regulations Title 5 does state that biennial program reviews for CTE (Career Technical Education) programs should go to the Board of Trustees. The Board will be reviewing some BPs (Board Policies) related to Chapters 2 and 3; some Chapter 7 APs (Administrative Procedures) may have to re-reference HR Guides.

**Action Items**

1. Approve revisions to AP 4230, Grading and Academic Record Symbols, for notice at 2/10/22 DAS
   (Hernandez/Zuk) M/S/P

Freitas reported that the Board of Governors had just approved Title 5 sections pertaining to the above.
2. Approve new AP 4250, Probation, for notice at 2/10 DAS  
(Zuk/DaCosta) M/S/P

Freitas noted that the related Board Rule had been repealed, and that this AP also reflects recent changes to Title 5. Some suggested new language refers to not dismissing a student if he/she has a GPA of 2.0 in his/her 3rd semester on probation. There is a similar recommendation for students on progress probation. Colleges have the option of being more lenient than the revised Title 5, but students will still lose their fee waiver (California College Promise Grant) in their 3rd semester on probation.

3. Approve new AP 4255, Dismissal and Readmission, for notice at 2/10/22 DAS  
(Hernandez/Anderson) M/S/P

Freitas explained that revisions were made to comply with changes to Title 5. Echeverri will ask at consultation about any inconsistencies in the business practices at the colleges related to implementation of progress or academic probation.

4. New Administrative Procedure AP 5210, Transfer Centers, for notice at 2/10/22 DAS  
- Previously voted on and pulled from today’s agenda

5. District Software Budget Fiscal Year 2022-2023 for notice at 2/10/22 DAS – from Online Education and Academic Technology Committee  
(Akl/Maddren) M/S/P

Drawbond reported that the budget list contains software which is being used by all of the 9 colleges in the LACCD. SoftChalk can be used to build syllabi on Canvas; the State will continue to pay for Canvas Studio until June 30, 2022. Labster has a per-user cost. Faculty may make requests to college committees or senates, and the requests are forwarded to the Online Education and Academic Technology Committee. Instead of requests by individual faculty members, a better approach might be that such software requests be made by the District discipline committees for their disciplines.

6. Subject to Discipline Crosswalk for notice at 2/10/22 DAS  
(Nicholas/Akl)

MOTION: Postpone action until the next meeting of the DAS Executive Committee  
(Hernandez/Maddren) M/S/P

Echeverri noted that the subject to discipline crosswalk is a document used by Human Resources (HR) when making faculty assignments. This crosswalk has subjects linked back to disciplines and their applicable MQs. This list needs to be widely vetted, especially so that the senates may include input. Recommended changes, especially placing courses in disciplines, would go to the District Curriculum Committee (DCC) for approval. Questions related to whether or not an instructor would meet the minimum qualifications to teach the course would go to the Equivalency Committee.
Noticed Items

1. Administrative Procedure AP 7211 – Faculty Service Areas, Minimum Qualifications, and Equivalencies

Nicholas reported that a work group had met twice. Proposed changes are intended to reflect the current equivalency process, and to define what is a subject versus a discipline. Keller answered questions regarding the crosswalk. The Taxonomy of Programs codes (TOP Codes) have nothing to do with minimum qualifications (MQs), but a list of TOP Codes is currently being used as an indicator, partly for the convenience of finding courses. Correct Subject and Discipline tabs should be exclusive. Each individual course can be mapped separately. Maddren offered a distinction between Music and Commercial Music in terms of content and MQs and linked that observation to TOP Codes.

Discussion Items

1. Planning for:

- DAS Committee membership: Online Education and Academic Technology, Bond Steering, Transfer, Articulation, and Student Services task force, and others
- DAS Academically Speaking Newsletter
- 2021-2022 Calendar
- Spring 2022 Discipline Day: Theme and Proposed Date (March 11, 2022)
- Collegiality in Action ASCCC Technical Assistance Visit
- LACCD Joint Summit

Echeverri discussed the review of committee membership as well as the publication of the DAS newsletter Academically Speaking this spring. Nicholas reported on the proposed agenda of Discipline Day scheduled for March 11, 2022. At present, the discipline committees are scheduled to meet from 12:30 to 1:30.

2. DAS Goals and Challenges for 2022-2023

Echeverri urged having conversations about legislation, especially AB 1705 and AB 705.

3. Update on COVID-19 Pandemic and Return to In-Person Instruction, Services, and Brown Act Meetings (BP 2900 and AB 361)
Echeverri reported that the LACCD Board of Trustees approved revisions to BP 2900 in January, which revised the definition of “fully vaccinated” against COVID-19 to include booster shots as follows:

A District employee or student will be considered to have been “Fully Vaccinated” if the person receives both the initial COVID-19 Vaccine inoculation(s), and any and all “booster” inoculations, recommended by state or local health officials.

Echeverri added that due to the recent omicron surge, over 1,100 LACCD employees and students had reported testing positive in January of 2022. In addition to providing on-site PCR testing for employees and students, the District is also purchasing a large number of rapid antigen tests for individuals who contracted COVID-19 over the last 90 days. These individuals are not advised to take the more sensitive PCR test because they are likely to test positive without being infected. At present, the Board continues to meet remotely because of the COVID Omicron surge. Enrollment in different instructional modalities suggests many students are still reluctant to return to in-person classes. In Spring 2022, roughly sixty percent of classes are online versus 40% in-person enrollment. The fill rates for online classes were almost double those of in-person and hybrid classes.

4. Holistic revision of the bylaws and next steps regarding prior noticed proposals to revise committee sections

MOTION: Extend meeting for 15 minutes
(Brent/Hernandez) M/S/P

Freitas noted that a work group is looking globally at the DAS Constitution and Bylaws.

Due to the lateness of the hour, the following agenda items were not discussed or were discussed only briefly.

5. AP 2510, Participation in Local Decision-Making – previously discussed

6. Revisions to AP 5235, Credit for Prior Learning – previously discussed

7. DAS workgroups for Administrator Retreat Policy, Noncredit Course and Programs Philosophy and Guidelines – no updates

8. DAS Statement on the Requirement for Faculty to be certified per LACCD Policy to Teach Online and Instructional Choices for Faculty

9. Board Rule BR 6801: Program Review and BR 6802: Biennial Vocational Program Review – Repeal or Replace?
10. BP 3200 Accreditation, BP 3225 Institutional Effectiveness, BP 3250 Institutional Planning

11. Review of Administrative procedure AP 4021 – Program Viability

12. Implementation of Legislation:
   - **AB 1111** (Common Course Numbering)
   - **AB 928** (Student Transfer Reform Act of 2021)
   - **Memo** on Veterans’ Healthcare and Benefits Improvement Act

Echeverri announced that faculty are needed to work on the implementation of AB 1111, and that there is money in the Governor’s proposed budget for that purpose. This will be a topic at the next consultation meeting.

13. Other Concerns: Items from the floor, AB 705 Outcomes for 2020-2021, Recommendations to Address Learning Loss, DAS Awards for Racial Equity and Social Justice Advancement

Reports

- Officer Reports

President

1st Vice President

2nd Vice President

Treasurer – submitted electronically

College Senate Presidents

- Other Reports:
  - TPPC
  - Academic Technology
  - Professional Development College
  - Hard-to-convert courses
  - DE Training Workgroup
  - Guided Pathways
  - Others

Upcoming Meetings:
LACCD Board Meeting: Wednesday, February 2, 2022 – Zoom

District Budget Committee: Wednesday, February 9, 2022 – Zoom

DAS Meeting: Thursday, February 10, 2022 – Zoom

Consultation: Friday, February 15, 2022 – Zoom

Board Standing Committees: Wednesday, February 16, 2022 – Zoom

DAS Executive Committee: Friday, March 4, 2022 – Zoom

DAS Meeting: Thursday, March 10, 2022 – Zoom

ASCCC Accreditation Institute: February 24-26, 2022 – Hybrid

ASCCC Spring Plenary Session: April 7-9, 2022 – Hybrid

District Summit: Postponed – Zoom

Adjournment

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

The meeting was adjourned at 12:12 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary