District Academic Senate Meeting
Thursday, December 13, 2018
Los Angeles Mission College
MINUTES

Attendance

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Call to Order:
President Angela Echeverri called the meeting to order at 1:34 p.m.
Monty Perez, President of Los Angeles Mission College, welcomed the Senators to the college, thanked them for their hard work, wished them a happy holiday season, and applauded DAS President Echeverri’s support of students. He provided an update on Mission’s ITV program (Instructional Television), and indicated that it will be transitioned out. Some causes for this discontinuance include lower enrollment, as well as lower metrics for Equity and Completion. In addition, the Accrediting Commission for California Junior Colleges (ACCJC) has noted that ITV is essentially being run as a separate college. Concurrent support services for ITV would also have to be provided, and those would be too costly.

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

Approval of the Minutes:
The minutes were approved as written.
(Gaines/McDermott) M/S/P

Abstentions: Bruzzese; Paulsen
Public Speakers: None

Action Items:

1. Resolution on Preventing Sexual Harassment in the Workplace
(Bruzzese/Miller)
Minor changes suggested from East were accepted by Pierce without objection as a friendly amendment. The last resolved now reads as follows (with revisions in italics):
“Be it further resolved, that, to the legal extent possible, the district shall continue to hold as a minimum the standards established in the Dear Colleague Letter on Sexual Violence, issued by the Office for Civil Rights at the U.S. Department of Education, dated April 4, 2011.”
(Bruzzese/Hernandez) - Perfected Motion M/S/P It was noted that the motion carried unanimously.

As part of the discussion on the motion, it was emphasized that the LACCD needs to be more proactive in the prevention of sexual harassment in the workplace. If the district focus is only on compliance, then opportunities for changing the culture are lost.

2. Resolution on the Creation of a DAS Guided Pathways Standing Committee
(Hernandez/Miller) M/S/P - Unanimous
By way of introduction of the motion, Echeverri noted that this motion was initially approved at the December 7, 2018 meeting of the District Academic Senate Executive Committee (DAS Exec).

Hernandez reported that each college had a team participating in the Scaling-Up Guided Pathways conference held in San Diego. Although there was much relevant and helpful conversation about the benefits of guided pathways at that conference, a discussion and implementation structure at the district level is needed. He argued that when we look at guided pathways, it definitely is under the ten plus one and the academic senate. However, since the initiative involves more than just faculty, participation from other constituency groups is necessary. Also, if the senate does not take the lead, it is possible that some other entity will.

Echeverri outlined the steps to create such a standing committee of the DAS, including creating a charter; having the DAS Exec and the DAS review and approve that charter; and, because such a committee would include participation from non-faculty, review as part of the consultation process. She has had preliminary conversation with Ryan Cornner, Vice Chancellor of Educational Programs and Institutional Effectiveness.

3. Resolution on the Adoption of MyPath
(Paulsen/Hernandez) M/S/P
Arguing in favor of the motion, Paulsen noted that the software in question is free through the California Community College Chancellor's Office (CCCCO). When students apply to the colleges through CCC Apply, there is a time gap between the time they apply and the time they register for classes. This software, which would be customized by each college, would make potential students feel more welcome, would give those new students options and referrals to on-campus resources, and would potentially increase capture rates of applicants. One component of this software is called Career Coach, which offers an instrument to help applicants choose their major, potentially a major in which students would be eligible to receive financial aid. Various senators also cautioned that disclaimers should also be in place, including the transferability of certain majors, as well as an advisory that this instrument does not take the place of speaking with their faculty advisors or counseling faculty.

Old Business and Discussion Items

1. Update on Guided Pathways and Program Pathways Mapper

Echeverri referred to two job announcements contained in the packets distributed at this meeting. She noted that the two Guided Pathways Coordinator positions posted on the LACCD website two months ago, but that the wrong salaries were quoted. The closing date for the revised posting is January 18. It is hoped that the Coordinators can begin their duties in the 2019 Spring Semester. It was determined that, instead of creating one position with reassigned time of a 1.0, it would be better to have two positions (at .6 and .4) since many qualified faculty applicants would not want to be fully reassigned. In addition, some of the job duties would involve working with the faculty members in person, which would involve going to the colleges. She suspected that a regional approach would be beneficial. Referencing a list of Guided Pathways Faculty and Resource Personnel, Echeverri observed that there are quite a number of persons working in different capacities. The problem is not a paucity of persons working on guided pathways; the problem is a lack of communication among the colleges and a need for coordination of efforts.

Hernandez reported that East will be hosting a gathering of those working on Guided Pathways on January 16, 2019. Echeverri noted that a design retreat for those working on guided pathways will be held on February 22 and 23, 2019. She also pointed out that a Guided Pathways Committee would be a DAS committee, and, thus, would make reports to DAS.

2. AB 705 Update

Echeverri observed that there are new guidelines and Frequently Asked Questions (FAQs) regarding English as a Second Language (ESL). The DAS needs to discuss how we will be serving students in the Fall 2019 Semester when AB 705 is fully implemented. The district needs to budget for tutoring and other forms of supplemental instruction as
well as outreach and delivery systems for financial aid. As a district, we cannot be shortsighted regarding the budget. College presidents might wish to be cautious and plan for ways to balance their budgets, especially for colleges which are in debt. However, the district must allocate resources to help students complete their educational goals as AB 705 is implemented.

3. Budget, New Funding Model, and FON

Referring to page 18 in the packet, Echeverri discussed the Faculty Obligation Number (FON). The district plans to hire 82 probationary faculty. Fifty-seven will be hired from a special allocation from the state ($77,000 per full-time faculty member as ongoing funding). There has been some resistance to hiring that many faculty members, citing that the allocation does not cover all costs related to a full-time faculty hire. The counter-argument is that the colleges and the district will save money as a result of hiring fewer adjunct faculty. The preferred timeline for new positions is as follows: Job announcements due December 14, 2018 in the District Division of Human Resources to permit the posting of positions by January 15, 2019. A statewide Job Fair will be held on January 26, 2019. A second job fair with a focus on the LACCD will be held in early spring. Both the Board of Trustees and Chancellor Rodriguez want a diverse faculty.

Hernandez urged the DAS and the district to focus on improving the hiring process and educating faculty hiring committees, especially with regard to unrecognized implicit bias. He cited the ASCCC as a resource. Senators suggested ways to diversify the hiring pool and make it easier to apply and to interview.

Hernandez reported that both the District Budget Committee (DBC) and the Executive Committee of the District Budget Committee (ECDBC) have a timeline for having a funding model for the district. Both models and metrics will be reviewed. ECDBC has scheduled a six-hour meeting in January. The final document will be ready in May for DBC to review. Page 21 in the packet contains a draft of different metrics being used by the state. Page 22 contains a breakdown by college. Hernandez observed that the district is down 16% in Pell Grant applications, but down only 5% in enrollment. One change in the new funding formula is that success metrics plus equity metrics increases revenue. He continued to review the data from DBC and as well as the implications for the colleges using the new funding formula. Echeverri continued to advocate for budget allocation based on the current metrics and to urge colleges to put resources into student success.

4. Aligning Subjects with Disciplines and Minimum Qualifications (E-115)

Echeverri referred to page 32 in the packet which contained a draft revision of E-115 – the alignment of subjects with minimum qualifications areas (disciplines) as well as to a draft update of the administrative regulation related to the creation of a new subject. Since the Educational Policy Advisory Committee (EPAC) no longer exists, there needs to
be a body which would receive and review the requests to create new subjects.

Echeverri has been speaking with VC Cornner, and he proposed an early draft, which recommended that the Educational Policy and Institutional Effectiveness division (EPIE) receive the requests. Members of the DAS Executive Committee expressed their concerns about this recommendation. Since policy and advisory are to be done by DAS Exec, Exec recommended that they be the receiving body. DAS Exec will continue to revise the draft administrative regulation and will bring this draft to the full DAS in Spring 2019.

5. eLumen and ECD Status

Atondo reminded the DAS that both DCC (District Curriculum Committee) and DAS unanimously endorsed the adoption of eLumen. However, the district administration and the Board of Trustees have not yet taken action on this endorsement. Daniel Keller, district Dean of Curriculum, will provide a presentation and analysis to DCC tomorrow (December 14, 2018); the DAS Exec received a similar presentation and analysis on December 7, 2018. Both VC Cornner and Keller have had conversations with eLumen to have the drop-down menus in their software which are district-compliant. Atondo reported that eLumen is committed to configuring district attributes. Atondo’s professional opinion is that eLumen is the best, most comprehensive system. Keller has reported that the district Electronic Curriculum Development system (ECD) is unsupported and might fail. He is proposing that the faculty use CurricUNET as an interim system until eLumen is fully developed for LACCD use. However, Atondo noted that DCC does not want the faculty to have to learn CurricUNET and then eLumen.

6. Committee Assignments: District Discipline Committees, task forces, and others

Echeverri asked senate presidents to recommend appointments of faculty members to serve on committees.

New Business/Discussion Items

1. Design Retreat for Guided Pathways Initiative


2. Administrative Retreat Rights - Paulsen

Paulsen observed that the DAS has no policy in place regarding administrator retreat rights, and recommended that the DAS Exec should bring forward a policy on this matter. Paulsen recommended that the DAS adopt the updated ASCCC policy. This process would involve the DAS being in consultation with administrators to determine when and how retreat rights attach, as well as a review of minimum qualifications (MQs). It is important that the senate have a voice in the process. Referring to page 36 of the packet (Article 15 of the collective bargaining agreement between the LACCD and academic administrators), Hernandez stated that a process involving collegial consultation with the senate should already be in place.
3. Spring 2019 Discipline Day

Echeverri reported that Discipline Day will be held on March 1, 2019 at Valley. The ASCCC Area C meeting will be on March 23, 2019. Hernandez suggested that the DAS begin having courageous conversations about alignment to support students.

4. ITV Update

Echeverri referred to a memorandum from Mission Vice President of Academic Affairs, Nicole Albo-Lopez. Atondo noted that the district had been treating ITV as if it were a college rather than an instructional delivery system through Mission. Doing so would create articulation issues. According to Albo-Lopez, ITV students are receiving academic credit through Mission and appear on the student transcript as such.

5. DAS Calendar for 2019 – Echeverri will update and forward to members of DAS.

Reports:

1) President’s Report – Echeverri
   a) The Board of Trustees met December 12, 2018 at West Los Angeles College. There was a signing ceremony related to West’s Business program which also included representatives from Loyola Marymount University. Noticed for the next Board meeting is a repeal of Board Rule 19 on free speech zones. The current Board Rule is too prescriptive.
   b) DAS newsletter – The next DAS newsletter is anticipated to be published in the early part of the Spring 2019 Semester. Senate presidents and officers are asked to contribute an article to the newsletter.
   c) The ASCCC (Academic Senate for California Community Colleges) Fall 2018 Plenary Session included some resolutions on faculty hiring. Resolutions are available for viewing on the ASCCC website (www.asccc.org).
   d) Consultation – The December consultation took place on Thursday the 6th. The next consultation will be on January 15, 2019.
   e) Project MATCH will have a gala tomorrow at Trade.
   f) Task forces (Title IX, DSPS, Enrollment) etc. are in progress.

2) First VP Report – El-Khoury was not present at this meeting due to a schedule conflict at Southwest.

3) Second VP Report - Atondo

Atondo reported that the District Curriculum Committee will meet tomorrow, December 14, 2018. The spring semester should see updates of a number of administrative regulations. Board Rules 6200 and 6700 may also possibly be updated. Updates on CLEP and accepting credits from foreign institutions are also anticipated.

4) Treasurer’s Report - Wanner

Although Wanner could not be present, the following was read into the minutes:
1. Fall 2018 Plenary conference reimbursement requests: All have been submitted for reimbursement except for Van Chaney.

2. July 1-December 31 mileage reimbursement forms have been distributed. Submit to (Wanner) in early January 2019.

3. Upcoming conferences:
   b. 2019 Curriculum Institute: Hyatt San Francisco Airport from July 10-13. Conference request forms should be submitted to (Wanner) by the middle of May.

5) Standing Committee Reports
   a) Professional Development College - Brent
      Brent reported on upcoming seminars during the Winter Intersession, including a seminar on the new Student-Centered Funding Formula scheduled for January 25, 2019 at Los Angeles City College. Vice Chancellor Corner and Hernandez will be co-facilitating.
   b) DBC/ECDBC – Hernandez
      Previously reported

Other Items
On the subject of the DAS Calendar, a potential conflict was observed for the February 14, 2019 meeting of DAS. February 7, 2019 was suggested as an alternative. Echeverri will send out a Doodle Poll to the senators to obtain feedback regarding possible rescheduling of the meeting.

Future dates:

District Curriculum Committee: Friday, December 14, 2018 at ESC 12:00-2:00 PM
Project MATCH: Friday, December 14, 2018 at Trade 5:00-8:00 PM
Consultation: Tuesday, January 15, 2018 at ESC Hearing Room 2:00-3:30 PM
DAS Executive Committee Retreat: Friday, January 13, 2018 at Long Beach 9:30 AM-12:00 PM
DAS Meeting: Thursday, February 14, 2018 at Southwest 12:30-3:30 PM

Adjournment
(Miller/Stewart) M/S/P
The meeting was adjourned at 3:33 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary