District Academic Senate Meeting  
Thursday, February 14, 2019  
Los Angeles Southwest College  
MINUTES

Attendance

<table>
<thead>
<tr>
<th>Present (Senate Presidents in parentheses)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Officers</td>
</tr>
<tr>
<td>Angela Echeverri (President), Naja El-Khoury (1st VP), Lourdes Brent (Secretary), Dan Wanner (Treasurer)</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>(Dan Wanner), Kamale Gray</td>
</tr>
<tr>
<td>East</td>
</tr>
<tr>
<td>(Jeff Hernandez), Lurelean Gaines, Alan Khuu</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>Aric Eidadu, Sabrina Prieur</td>
</tr>
<tr>
<td>Southwest</td>
</tr>
<tr>
<td>(Robert Stewart), Stephanie Arms, Joanne Grey</td>
</tr>
<tr>
<td>Trade</td>
</tr>
<tr>
<td>Derek Majors, Deirdre McDermott</td>
</tr>
<tr>
<td>Valley</td>
</tr>
<tr>
<td>(Josh Miller)</td>
</tr>
<tr>
<td>West</td>
</tr>
<tr>
<td>(Holly Bailey-Hofmann), Casey Hunter</td>
</tr>
<tr>
<td>Guests</td>
</tr>
<tr>
<td>Joanna Ann Mrava (Southwest), Alicia Rodriguez-Estrada (Trade-Tech), Bamdad Samii (Mission), Debby Wong (Mission)</td>
</tr>
</tbody>
</table>

Call to Order:

President Angela Echeverri called the meeting to order at 1:31 p.m.

L.A. Southwest College President Seher Awan welcomed everyone to Southwest and thanked the senators for their work. She observed that she had done her dissertation on rebuilding trust in the California Community Colleges, and noted that trust is rebuilt through relationships as well as through shared governance.

Echeverri thanked Dr. Awan as well as Southwest Senate President Robert Stewart for hosting this meeting of the District Academic Senate. Noticing that there were new senators as well as visitors, she asked those present to introduce themselves.

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

Public Speakers: None
Action Items:

1. E-XX New Administrative Regulation: Creation of New Subjects
(Hernandez/Miller) M/S/P

Echeverri introduced this revision of E-115 – the process to create a new subject. (Disciplines are established at the state level.) The District Academic Senate Executive Committee (DAS Exec) approved this revision at its February 8, 2019 meeting. This revised administrative regulation also went through consultation, and the feedback was positive. Since the Educational Policies Advisory Committee (EPAC) has been dissolved, the DAS Exec will take on EPAC’s role in the process delineated in E-115. The intent is to clarify the process, ensure consistency, and support innovation as well.

2. Resolution on Use of Monies Received February 2019 from Student Centered Funding Formula
(Hernandez/Khuu) M/S/P

Referring to a handout of the resolution, Hernandez reported that the District will receive additional state monies through the Student Centered Funding Formula (SCFF) this February. For the 2018-2019 budgets, the state guaranteed all districts an allocation of the same as last year plus a cost of living adjustment (COLA), i.e., hold harmless plus COLA. This resolution was discussed at DAS Exec along with a similar resolution from West. Both resolutions were combined to form the resolution now on the floor. The Student-Centered Funding Formula (SCFF) is being implemented this year, and the state is distributing additional funding to any district which, through implementation of the SCFF, earned more than hold harmless plus COLA. For the Los Angeles Community College District (LACCD), that additional funding was estimated at $17 million.

Hernandez walked the senators through the parts of the resolution noting the following: Whereas #1 is tied to equity, and requires that additional instructional support services be provided for student success; Whereas #2 is tied to the metrics of the State Chancellor’s Vision for Success; Whereas #3 is tied to AB 705 requirements; Whereas #4 – how the SCFF provides a portion of funding (editing change made here – replace “determined by” with “based on”); Whereas #5 – enrollment caps; Whereas #6 refers to the $17 million in additional funding. Resolved #1 refers to DAS recommendations to the LACCD Board of Trustees (Board) that they direct colleges to use these additional funds for various interventions and strategies intended to promote student success, such as supplemental instruction and support of initiatives related to the implementation of AB 705; Resolved #2 discussed possible enrollment caps as forwarded from the various district discipline committees to the District Curriculum Committee (DCC) and then to DAS.
Continuing, Hernandez noted that, in light of uncertainties related to the SCFF and how the district will make allocations to the colleges, the thoughts at some of the colleges are to hold some funds in reserve to make up for possible enrollment drops due to AB 705. The district, including the District Budget Committee (DBC) and the Executive Committee of the District Budget Committee (ECDBC), will not know until somewhat later in spring what the funding really is. However, compliance with AB 705 is mandatory, and offering various types of supplemental instruction and tutoring are considered critical to helping students succeed. Hernandez and Echeverri are of the opinion that members of the Board support tutoring and other such forms of learning assistance and intervention. To counter the college presidents’ desire to holds funds in reserve in order to balance their budgets, Hernandez urged that some funds be specified to be used only for the types of student support and completion actions specified in Resolved #1.

Echeverri announced that Vice Chancellor of Educational Programs and Institutional Effectiveness (EPIE) Ryan Cornner will give a presentation on the SCFF at the March 1, 2019 District Discipline Day at Valley. On that day, Echeverri will visit the English and Math discipline committee meetings and request specific recommendations from those committees about how best to use additional funding, e.g., smaller class sizes, supplemental instruction, reading/writing and math labs, etc. She emphasized that there needs to be conversation about what is needed to support students, and that the DAS must go on the record in this regard. Although college president may see short-term budgetary impacts, these funds must be seen as an investment which will pay off in future student success. Senators are urged to attend their college’s planning and budget committees to ensure that the funds are being properly used at their institutions.

3. Resolution to support faculty teaching and directing the Child Development Center (Paulsen/Stewart) M/S/P – Unanimous

Representatives from the Child Development Centers (CDC) first addressed the DAS at its October 2018 meeting. Paulsen introduced this resolution at DAS Exec where that resolution passed. Echeverri reported that the issues pertained to reclassification of district employees into the classified unit. That is, positions held by student workers would become classified. Moreover, faculty positions – teachers in Child Development Centers as well as the CDC Directors – would also become classified positions.

Echeverri referred to Board Rule 101201 which states, in part, that “Each person employed in a position requiring a Child Development Center permit for the supervision and instruction of children is a certificated employee.” This matter was discussed in consultation, and the Chancellor and the Vice Chancellors assured Echeverri and other members of the DAS Exec who were present that these actions for reclassification were being brought forward by the Personnel Commission and not at the instigation of the district administration. Referencing a parallel conversation related to graduation staff in
Admissions and Records evaluating transcripts and curriculum for the purposes of awarding degrees, Echeverri stated that the DAS is disturbed by a perceived trend to create classified positions out of faculty positions. Harkins reported that the Faculty Guild and its lawyers are also involved in resolving this situation by protecting the rights of the faculty.

4. Math Competency Resolution

(Paulsen/Stewart) **M/S/ - Tabled**

**Motion to postpone consideration of the resolution to next DAS meeting**

(Hernandez/Gaines) **M/S/P**

**Motion: That the DAS request the district to not change how students are informed about math competency until this body can make its recommendation at its March 14, 2019 meeting.**

(Hernandez/Khuu) **M/S/P**

DAS guests and Math faculty Debby Wong and Bamdad Samii began the discussion by observing that AB 705 refers to students’ self-reporting of high school GPAs and math placement. However, referring to correspondence from Virginia May, Math faculty and Treasurer of the Academic Senate for California Community Colleges (ASCCC), Wong noted that high school transcripts may be requested by the college. Referring to E-79, Samii noted the means to meet the math competency – including completion of a Math 125 class or higher; a score of 3 or higher on a calculus or statistics AP exam; or completion of a college math assessment exam determined comparable to satisfactory completion of intermediate algebra. According to AB 705, Math placement exams can no longer be required. Wong and Samii are concerned that the district message going to students who have self-reported coursework in compliance with AB 705 may receive the message: “You have met math competency for all AA/AS degrees.” The concern is that this message may be erroneous for local degrees and particularly problematic for Associate Degrees for Transfer (AD-Ts). Instead, Samii urges the DAS to recommend that the message be amended as follows: “Pending verification, you have met math competency for all AA/AS degrees.” Verification could take place at the college via review of high school transcripts.

Hernandez referred to a proposed change in Title 5 which would make it congruent with AB 705. He also observed that E-79.II.a.3 (which refers to the “completion of the college assessment exam in mathematics and achievement of a score determined comparable to satisfactory completion of intermediate algebra” is technically in violation of AB 705 since students who have placed into transfer level math are deemed to have met the level of intermediate algebra required for a degree.
There was much subsequent discussion including the purview of the local college, the processes for verification of math competency, and the options for satisfying the analytical reasoning requirement under Area D.2 for the local degrees.

It was decided that the DAS would recommend that the outgoing message to entering students regarding math competency be suspended for the moment. (However, it was reported that this message has already been sent to approximately 600-700 students.) In addition, the resolution would be revised and submitted for later action by the DAS, and that appropriate Board Rules (e.g., BR 6200) and Administration Regulations be amended to comply with AB 705.

Noticed Items

1. E-64: Procedures for Development and Approval of New Educational Programs

Copies of all revised administrative regulations with tracked changes were distributed. Echeverri announced that the revisions to these administrative regulations will be action items at the March 14, 2019 DAS meeting. Any objections from administrators have been resolved. This E-Reg. was last amended in 2010.

2. E-65: Course Development and Approval: Standards and Procedures

This administrative regulation eliminates emergency/experimental courses. It also amends the role of district discipline committees to recommending bodies (not approving bodies) only.

3. E-93: Acceptance of Courses to Meet Associate Degree and General Education Requirements.

This administrative regulation pertains to U.S. accredited institutions.

4. E-101: Credit for Courses Taken at Institutions of Higher Learning outside the U.S.

This administrative regulation specifies that international transcripts need to be evaluated by an approved external evaluation service.

5. E-123: CLEP Credit (College-Level Examination Program)

Echeverri encouraged senators to refer their specific questions to Atondo.

6. DAS Guided Pathways Committee Membership

Echeverri reported that the formation of a Guided Pathways Committee as a standing committee of the DAS was approved. However, the GP Committee does not yet have a
charter, and the membership composition has not yet been determined. Very likely, the committee will be modeled after DCC, with faculty as well as administrator representation. Three Guided Pathways (GP) Coordinators have been hired with a regional perspective – 1 for the seaside colleges (Harbor), one for the city-side colleges (Trade), and one for the valley-side colleges (Valley). Miller was congratulated on his selection as the valley-side GP Coordinator. The Guided Pathways Design Retreat will be held on February 22 and 23, 2019.

Discussion Items

1. Update on Guided Pathways

Miller announced that his vision is to share best practices and move things forward.

2. AB 705 Implementation

Echeverri observed that Guided Pathways, the Student-Centered Funding Formula, and AB 705 are all impacting us at the same time. At the March 1st Discipline Day, she will be asking members of the English and Math disciplines in particular to put together a list of resources to help our students succeed.

3. Budget, New Funding Model, LACCD Allocation Model, and FON

Echeverri referred the senators to pages 48-52 in their packets. Hernandez reported on the latest meeting of ECDBC on January 29th which lasted 6 hours. At its January 30th meeting, DBC reviewed some of the issues and budget scenarios previously discussed at ECDBC. One budget proposal involved the possibility to fund the Educational Services Center (ESC, a.k.a, the District Office) differently; that is, it would be tied to a percentage of state revenues based on the SCFF (FTES/Equity/Completion). Using this budget proposal would incentivize the ESC to prepare for a “rainy day.”

Hernandez also reported on continuing discussion on what to include in the minimum base, e.g., full-time faculty and all district utilities. For example, if utilities were taken out of the college budgets, the district could negotiate better rates. And if minimum base is considered the minimum to run a college, shouldn’t full-time faculty be included? There was strong support for this last proposal at DBC.

Echeverri suggested that the district needs to take a look at debt forgiveness for colleges which are in debt. If a proportion of their annual operating budget needs to be reserved for paying off continuing debt, the possibility of getting out of that debt diminishes. The state has allocated $77,000 in ongoing funding per full-time faculty hire for this upcoming academic year.

4. Administrative Retreat Rights
Paulsen referred to a model ASCCC procedure, modified for the LACCD. As part of that procedure, the discipline faculty would have the opportunity to review the minimum qualifications of the retreating administrator before that person retreats in a specific discipline. This matter was discussed in consultation, and the Chancellor’s team will review it. Citing an attempt for a classified employee to “retreat” to the faculty ranks, Echeverri agreed on the necessity to have procedures in place.

5. Spring 2019 Discipline Day on Friday, March 1, 2019 at Valley

Echeverri sent out an announcement on February 13, 2019. There will be both breakout and general sessions. She thanked Valley for hosting.

6. Spring 2019 ASCCC Plenary and Resolution on Registration Priorities for Graduating and Transferring Students (New) – Freitas

Echeverri introduced this new resolution since Freitas could not attend this meeting due to a conflict with his teaching schedule. This resolution would recommend the establishment of procedures to identify students who were close to completion, and give them priority registration so that they could enroll in and take their final classes needed for completion. Hernandez had questions regarding some of the logistics related to implementation. It is anticipated that this resolution will come to the March 23rd Area C meeting.

6. Updated DAS Calendar for 2019

Echeverri observed that the District will be conducting a first LACCD hiring fair on Saturday, March 2, 2019 at Trade. Since it was noted that a number of full-time tenure-track position announcements close in February, the fair will probably be conducted earlier next year. The Board is interested in diversifying the faculty ranks.

7. Committee Assignments: District Discipline Committees, Guided Pathways Committee, task forces, and others

Echeverri asked for volunteers to serve on the Elections Committee. Hernandez, Miller, Gaines, and McDermott volunteered. Committee members would send out email announcements; request and disseminate candidate statements; make, collect, and count ballots.

Reports:

Officers’ Reports

President’s Report – Echeverri
Board update – The latest Board meeting was at Pierce. Faculty and staff received kudos for their help during the recent fires. There was much discussion regarding cost overruns on Bond projects.

* DAS Newsletter – The anticipated publication date will be later this month. Senate presidents are requested to submit updates for their colleges. Senators are encouraged to write articles related to topics of interest.

* Spring 2019 Plenary – There might be additional funds to send more participants.

* Consultation – Issues related to the CDCs and administrator retreat rights were discussed.

* Project MATCH – Applications for participation in Project MATCH close February 22, 2019. The number of applicants is low this year. The District will be hiring a new Project MATCH coordinator.

* Task forces (Title IX, DSPS, Enrollment) etc. – No meetings of the E-100 task force have been scheduled since Fall 2018. However, the DAS and the District need to work on revising E-100, especially in light of AB 705.

First VP Report – El-Khoury

* Equivalency Committee – The first meeting for the Spring 2019 Semester was held on February 11th. The Equivalency Committee meets every second Monday, and has representatives from every college. The Committee has one case last month.

* TPPC – El-Khoury reported representation from every college except Harbor; senate presidents are encouraged to make sure that their college is represented on this vital committee. Huron was hired to conduct a study on district IT including business practices as well as devices. Huron representatives will return on March 7, 2019 to conduct a focus group.

Second VP Report - Atondo

Not present; no report

Treasurer’s Report – Wanner

Wanner reported that there will likely be additional conference funds. He distributed a list of upcoming ASCCC conferences, and encouraged senators, through their senate presidents, to request funding. Paperwork must be submitted in a timely manner to permit processing and funding.

Standing Committee Reports

Professional Development College – Brent

Brent reported on a busy Winter Intersession with three seminars. One was a presentation on the SCFF by Hernandez and Vice Chancellor Corner. Two seminars were collaborations between the Professional Development College (PDC) and the LACCD Division of Human Resources. They were based on the Franklin/Covey materials on The Speed of Trust and the 7 Habits of Highly Effective People. All seminars were well-attended with over 50 faculty members attending the 7 Habits seminar. The PDC
will continue its offerings on Faculty Leadership and will also be offering a day-long seminar in late spring or early summer on Teaching and Learning in the Era of AB 705. Collaborations with the Guided Pathways Coordinators are anticipated. Echeverri announced a March 30, 2019 training to teach Math faculty how to teach statistics.

DBC/ECDBC – Hernandez
Previously reported

Other Items – None

Calendar
Echeverri distributed the updated DAS calendar including outside events.

Future dates:

District Discipline Day: Friday, March 1, 2019, 9:00 AM to 3:00 PM at Valley

DAS Executive Committee: Friday, March 8, 2019 at ESC, 9:30 AM-12:00 PM

District Curriculum Committee: Friday, March 8, 2019, at ESC, 12:00-2:00 PM

DAS Meeting: Thursday, March 14, 2019 at East, 12:30-3:30 PM

Adjournment
(Hernandez/Stewart) M/S/P

The meeting was adjourned at 3:31 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary