

District Academic Senate Meeting

Thursday, September 14, 2017

West Los Angeles College, Student Services Building, Rm. 414

MINUTES

Attendance

	Present (Senate Presidents in parentheses)
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP: Curriculum), Lourdes Brent (Secretary)
City	Luisa Cortez
East	(Jeff Hernandez), Lurelean Gaines, Jean Stapleton
Harbor	(Van Chaney), William Hernandez
Mission	(Deborah Paulsen), Thomas Folland, Tracy Harkins, Parvaneh Mohammadian
Pierce	(Anna Bruzzese), Joe Perret,
Southwest	(Robert Stewart), Naja El-Khoury,
Trade	Manuel Acosta, Lourdes Brent, Tim Slade
Valley	(Josh Miller)
West	(Holly Bailey-Hofmann), Casey Hunter
Guests	Stephanie Arms (Southwest), Norma Barragan (West), Marcela Hernandez (West), Clare Norris (West), Alicia Rodriguez-Estrada (Trade)

Call to Order:

President Angela Echeverri called the meeting to order at 1:32 P.M.

Approval of the Agenda: Adopted (Gaines/Hunter) **M/S/P**

Approval of the Minutes: (Gaines/Stapleton) **M/S/P as amended**

Rodriguez-Estrada; Mohammadian

Public Speakers: None

Introductions: President Echeverri asked all those present to introduce themselves.

Reports:

1) President's Report

a) Board update

As of July, the Board of Trustees has two newly elected members (Gabriel Buelna and Steve Veres) and two new officers: Board President Sydney Kamlager and Vice President Mike Fong. At the August Board meeting the trustees voted to terminate the contract with its current bond management firm, AECOM and to approve a new contract with Jacobs Project Management Company. At its September 6 meeting, the trustees approved a 10-year contract with Pacific Dining Service Management as the food vendor for the District. Cafeterias at colleges with Culinary Arts programs,

30 i.e., Harbor, Mission, and Trade, will still be run by these programs. Falafelicious,
31 which had been providing food services for Pierce for many years, appealed the
32 contract and requested an exemption so they could continue to operate at the
33 college; their request was denied by the Board. Pacific Dining has already begun
34 offering food services at the colleges. A resolution by Andra Hoffman to sanction
35 Trustee Scott Svonkin failed to pass (3 YES: Hoffman, Veres, and Buelna to 3 NO:
36 Kamlager, Svonkin, Moreno and 1 abstention by Fong and Student trustee
37 Martinez). However, the Board did approve a motion by Kamlager to issue a public
38 warning which could be considered the first of a series of progressive steps to Board
39 member Svonkin and to have him publicly apologize for incidents of aggressive and
40 insensitive or unwelcome behavior during interactions with Board member
41 Hoffman.

42
43 **b) New Student Information Service:** The rollout of the new SIS PeopleSoft has
44 been challenging and the colleges are reporting problems with the new system.

45
46 **c) Enrollment:** Enrollment is down about 10% districtwide this year compared to
47 the 2016-17 academic year. All LACCD colleges are reporting declines in enrollment;
48 the biggest decline is at Trade (~13% down); the smallest decline is at Mission (~4%).
49 The District met its base for 2016-17 partly because enrollments from both summer
50 sessions were used. It is very likely that the District will not meet its base in 2017-
51 18. Many factors may be involved, including a statewide depression in enrollment,
52 the robust statewide economy, changes to DACA (Deferred Action for Childhood
53 Arrivals), and PeopleSoft. Negotiations for the new collective bargaining agreement
54 have been delayed, perhaps because the district had been waiting for enrollment
55 figures.

56
57 **d) Transitions:** Due to the SRP (supplemental retirement program), there were
58 many faculty and staff retirements on June 30th. These retirements have affected
59 the District Academic Senate as well as IT services at the District Office, especially
60 related to computer and email support.

61
62 **e) Summit:** The annual LACCD/DAS Summit will be held on September 22, 2017 at
63 City College. The themes will be Guided Pathways and Equity. Guided pathways
64 breakouts will feature representatives from Mount San Antonio College, East, and
65 Trade. A CSU representative will talk about a California State University executive
66 order eliminating assessments in math and English starting in Fall 2018, which came
67 as a surprise to many CSU faculty. Craig Rutan from the Academic Senate for
68 California Community Colleges (ASCCC) will talk about changes in curriculum and the
69 use of multiple measures in student placement. Other topics include the L.A. College
70 Promise as well as transgender issues. A resource fair with many representatives
71 will also be available. Echeverri encouraged Math and English faculty to attend.
72

73 f) Consultation: Consultations with the District Chancellor and his staff will occur
74 on a monthly basis. Senate Presidents are asked to forward agenda topics.

75
76 g) DBC/ECDBC (District Budget Committee/Executive Committee of DBC): DBC
77 Cochair Jeff Hernandez reported that three colleges have pervasive financial
78 troubles; groups have been assigned to assist with their financial recovery plans.
79 Hernandez reported that Harbor and Southwest have submitted plans. He and
80 Pierce College President Kathleen Burke will lead a team to visit those colleges.
81 Senate representation has been requested at those visits. City's plan was to remain
82 in deficit. This decision will lead to a different course of action as well as a different
83 team, led by Valley President, Erika Endrijonas. It is speculated that City might have
84 cut classes prematurely. El-Khoury observed that cutting classes ultimately does not
85 lead to a healthy budget. He and Perret recommended review of other strategies.
86 Mohammadian asked what we are doing as a district to increase enrollment. Other
87 districts seem to have higher enrollments, but the LACCD does not appear to have a
88 comprehensive, districtwide strategy. Hernandez announced that a consultant
89 might be hired. East grew 8% last year; high school partnerships helped. Bruzese
90 suggested that requiring students to pay their fees to remain enrolled at the
91 beginning of the semester was a factor. She pointed out that this deadline policy
92 was rescinded by the Board of Trustees, but not in time for students to hear about it
93 or to affect their enrollment.

94
95 **2) First VP Report**

96 a) Equivalency Committee: El-Khoury reported that the Equivalency Committee
97 met on September 11th; there were 5 cases. A timeline to review documents two
98 weeks ahead was proposed. Initial review of password-protected documents will be
99 online. El-Khoury reported that the Committee will put together a flow chart, revisit
100 forms, and update the list of discipline committee chairs.

101
102 b) Computer Science update: Atondo reported that the district received an audit
103 finding 2 years ago regarding computer science curriculum and course offerings.
104 The goal is to align curriculum among the nine LACCD colleges. El-Khoury noted that
105 the alignment of numbering sequence will proceed after the Summit. The audit
106 found some faculty were teaching courses for which they did not meet the minimum
107 qualifications (MQs), and El-Khoury reminded faculty to remain vigilant regarding
108 MQs in the hiring of faculty. Computer Science courses teach programming, and the
109 MQs would be a master's degree. Computer Information Systems classes teach
110 application and technology; no master's degree is required to teach those courses.

111
112 **3) Second VP Report**

113 Atondo reported that although curriculum is expected to move to CurricuNET, it is
114 only in the testing phase. Many glitches have been identified and delivery of the
115 system will not be accepted until the problems are solved. Atondo and the District

116 Curriculum Committee (DCC) advised faculty to continue to use the Electronic
117 Curriculum Development system (ECD) until further notice.

118

119 **4) Treasurer's Report – None**

120

121 **5) Committee Reports**

122 a) Professional Development College

123 Brent reported that most of the PDC curriculum has gone through Valley but some is
124 still pending. Education 240 – Online Pedagogy and Teaching Modalities – will be
125 offered in the Spring 2018 Semester. Seminars are planned for the end of Fall, for
126 Winter Intersession, and for the Spring Semester. Of particular interest is a series of
127 seminars on faculty leadership. Topics will include faculty involvement, committee
128 structures, faculty hiring, curriculum, CTE, Robert's Rules and the Brown Act, and
129 collaboration between the union and the senate.

130

131 **Action Items:**

132

133 **Approval of DAS Meeting Calendar for 2017-2018 (Gaines/Miller) M/S/P**

134 Echeverri reported that dates for the Hiring Fair and District Discipline Day had not yet
135 been determined.

136

137 **Old Business**

138 1. Shared Governance and other committee assignments for 2017-2018

139

140 Echeverri reviewed the list of committees as well as those faculty currently serving
141 as DAS representatives on them, and encouraged participation, especially in the area
142 of Adult Education, specifically the development of curriculum and the hiring of
143 faculty to teach (MQ issues). The time commitment may be significant, Adult Ed
144 faculty workgroups meet weekly for three hours; compensation is available but Non-
145 Credit faculty are stretched thin. Hernandez noted that the bulk of curriculum work
146 was done two years ago; faculty were paid at the class code 0808 rate. The biggest
147 challenge in this area now is faculty oversight on the hiring of adjuncts. Many
148 seminars are happening Monday-Thursday when our faculty are teaching.

149

150 Basic Skills/ Student Success – meetings often conflict with DAS. The DAS will work
151 with Dean Harrington to find an alternative time.

152

153 Board of Trustees – Faculty are encouraged to attend; the Senate has academic
154 issues at stake right now. The next meeting is October at Southwest.

155

156 Bond Steering – Robert Stewart has volunteered to serve.

157

158 District Budget Committee– has all members. Perret recommended greater
159 communication with faculty about issues. Hernandez reported that there was

160 training over the summer. Deborah La Teer can go to the colleges to explain.
161 Supporting documents are also posted with the agenda.

162
163 Distance Ed Stakeholders – need replacement from Mission

164
165 District Technology Planning and Policy Committee (TPPC) – El-Khoury is the DAS
166 representative

167
168 2. District Consultation Process E-XX

169 A draft with a proposed consultation flow chart was reviewed. It is important to
170 have a document in place to indicate how decisions were made and how the faculty
171 fit in to the decision-making process.

172

173 **New Business/Discussion**

174

175 1. DAS Goals for 2017-2018

176 The DAS Exec met on September 8, 2017 and reached consensus on three goals:

177 1) Support new faculty leadership; 2) Professional Development; 3) Communication
178 – to include a DAS newsletter. Echeverri is open to other suggestions and noted that
179 it is very important to educate and involve faculty, especially since there are a large
180 number of newly hired probationary faculty.

181

182 2. 2017 Summit Planning

183 Make sure that college teams try to cover most of the workshops. Many thanks to
184 City for hosting; parking directions will be sent out electronically.

185

186 3. Implications of CSU Executive Order on English and Math Assessment/Remedial
187 Courses and AB 705

188 Starting in Fall 2018, the California State Universities (CSUs) will not require
189 assessments in English and Math; students will have one year to finish any remedial
190 courses they are taking at a CSU. Pending legislation AB705 has implications for the
191 California Community Colleges (CCCs) as no community college may use an
192 assessment instrument without the approval of the Board of Governors, and must
193 use multiple measures. Hernandez referred to a problematic sentence in the
194 legislation i.e.,: “A community college district or college shall maximize the
195 probability that a student will enter and complete transfer-level coursework in
196 English and mathematics within a one-year timeframes, and use in the placement of
197 students into English and mathematics courses in order to achieve this goal...”

198 He continued that the Board of Governors will enact measures after the legislation
199 passes, and the ASCCC will be at the table at that point. On the “losing side” will be
200 those students who are not able to complete their English and Math transfer-level
201 classes within 1 year as it is unclear what will happen to them. Since adult education
202 is already on the table, perhaps a basic skills/non-credit class approach prior to

203 credit courses will be the best opportunity. Perret noted that the missions of the
204 CCCs differ from that of the CSUs.

205

206 4. Revisions to E-65

207 This regulation outlines the process for new course approval. The district discipline
208 committees were listed as approvers; however, their proper role is as
209 recommenders. DCC will vote on the revisions and then it will come to DAS.

210

211 5. Progress on Guided Pathways

212 This is the theme of the Summit. Atondo reported that the Academic Senate at
213 Santa Monica City College formed a Guided Pathways Committee. Hernandez noted
214 that East had as well. This committee is guided by the Senate (as it is a 10 + 1 issue),
215 but various constituency groups are also involved. Using a State Chancellor's Office
216 template, there should be guided pathways steering committees with senate
217 representation. On October 16th, there will be a mandatory meeting for those
218 colleges requesting state funding.

219

220 6. Digital Badges Update

221 Miller reported that a digital badge will be hosted electronically and can be linked
222 through a digital resume or LinkedIn account, for example. Some applications could
223 include:

224 Level 1 – through curriculum – competence and skills; for potential employer

225 Level 2 – micro-credentials; skills certificates

226 Level 3 – professional development, e.g., equity certification

227 However, some questions remain, such as:

228 How is the badge approved locally and districtwide? How is the badge marked?

229 How will this work with industry? Who will be in charge of giving out and

230 maintaining the database for these badges?

231 Linda Delzeit has been advocating the implementation of digital badges; Miller

232 hopes to have a policy soon through DCC. Echeverri noted that implementation

233 would likely require an administrative regulation and CurricuNET must be able to

234 incorporate it. Although the work that faculty members have done thus far is

235 greatly appreciated, consistency and guidelines are important.

236

237 7. Revision of District Mission Statement

238 The LACCD is initiating the process to review and revise its mission statement. It is
239 going through the District Planning Committee and will come to DAS.

240 Representatives are urged to attend these important meetings.

241

242 8. LACCD Building Naming Policy

243 Hernandez observed that under the current Board Policy, the name for a building is

244 recommended by college president and chancellor to the Board. However, there

245 needs to be a codified process for the faculty and other members of the college to

246 give input to the college president for that naming. The Senate at East is

247 recommending a pre-naming process as an amendment to the Board Rule. It is part
248 of the 10 + 1 since it relates to institutional planning and budget development.

249

250 9. Academic Rank Policies: Reciprocity and Emeritus/retiree Status

251 Echeverri reported that this item was requested by Don Gauthier as some of the
252 colleges are “demoting” retirees, i.e., they are losing their academic rank. This item
253 will be discussed at the October DAS meeting.

254

255 10. E-115 and the Development of a Process to Create a New Subject in the District

256 Echeverri reported that the current E-regulation is outdated. For example, it
257 references EPAC, a committee which no longer exists. Discussion followed, including
258 suggestions to: 1) Include the union since issues of faculty load may occur; 2)
259 Substitute the DAS Exec for EPAC; and 3) Get a clear definition of what is considered
260 a subject (v. a discipline).

261

262 **Motion to refer to DAS Executive Committee Hernandez/Gaines M/S/U**

263

264 11. Classroom Safety/Active Shooter Training

265 Bailey-Hoffman expressed concerns about colleges ensuring classroom safety. For
266 example, West does not have lockable classroom doors. She noted that a district
267 response, as well as standardized policies and procedures are necessary.

268

269 **Other Items**

270 Echeverri reminded the Senate Presidents that the DAS needs to forward its dues
271 and that the colleges must send their checks in the appropriate amount as soon as
272 possible to Dan Wanner, DAS Treasurer.

273

274 **Future dates:**

- 275 • 2017 DAS – District Summit: Friday, September 22, 2017 – LACC – 8:30-3:00
- 276 • DAS: Thursday, October 12, 2017 @ LATTC – Lunch at 12:30; Mtg. 1:30- 3:30 p.m.
- 277 • DAS Exec: Friday, October 20, 2017 @ ESC Hearing Room 9:30 a.m.-12 noon
- 278 • Consultation: Tuesday, September 17, 2018 @ ESC Hearing Room 2:00-3:30 pm
- 279 • ASCCC Fall 2017 Plenary Session: November 2-4, 2017 in Irvine

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281

282 **Adjournment**

283 The meeting was adjourned at 3:29 p.m. MSU Atondo/Gaines

284

285 Respectfully submitted by Lourdes M. Brent, DAS Secretary