District Academic Senate Meeting
Thursday, December 8, 2022
1:30 p.m. to 3:30 p.m.
Zoom URL: https://laccd.zoom.us/j/94567699978
Meeting ID: 945 6769 9978
MINUTES

Attendance – Senate Presidents in parentheses

| Officers      | Angela Echeverri (President), Anna Nicholas (1st VP), Elizabeth Atondo (2nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian) |
| City          | (Mickey Hong), Donna Morley, Joseph Ferrorosa |
| East          | (Jeffrey Hernandez), David Hale, Cynthia Orozco, Jean Stapleton |
| Harbor        |                                         |
| Mission       | (Carole Akl), Tracy Harkins, Esmeralda Montes, Ashley Sparks-Jamal |
| Pierce        | Sabrina Prieur, Eddie Tchertchian |
| Southwest     | Naja El-Khoury, Katrin Wilson |
| Trade         | Paulette Bailey |
| Valley        | (Chauncey Maddren), Kathryn Queen, Kevin Sanford |
| West          | Jeremy Jankans for Patricia Zuk, Grace Chee, Adriana Martinez |
| Guests        | Fatema Baldivala (Valley), Wendy Bass-Keer (Pierce), Nancy Cairns (City), Ruby Christian-Brougham (Valley), Jessica Drawbond (Southwest), Aykanush Gevanyan (City), Zachary Knorr (Valley), George Leddy (Valley), Jason Librande (West), Joanne Waddell (Valley), Jason Williams |

Call to Order:
District Academic Senate President Angela Echeverri called the meeting to order at 1:36 p.m.

Resolution on Meeting by Teleconferencing as Allowed under AB 361 (J. Hernandez/Chee) M/S/P – by unanimous consent

Approval of the Agenda:
The agenda was adopted as amended (J. Hernandez/Nicholas) M/S/P

MOTION: Move AB 928 to the top of the Discussion Items (Harkins/Queen) M/S/P

MOTION: Move BP 3200 and 3250 to Action Items (Freitas/Maddren) M/S/P - by unanimous consent
Approval of the Minutes:
The minutes of the October 13, 2022 meeting were approved as written
(J. Hernandez/Nicholas) M/S/P – by unanimous consent

Public Speakers:
L.A. Valley College faculty members Fatema Baldiwala, Zachary Knorr, and Ruby Christian-Brougham, the latter two members of Valley’s Executive Board of the AFT Faculty Guild and Chapter President, respectively, spoke on the issue of administrative retreat rights. They urged the Senators to table Action Item #15, to incorporate the resolution passed by the Valley Senate, and to advocate for local autonomy for colleges and senates on this matter. They also expressed concern regarding the potential displacement of adjunct, probationary, and tenured faculty should there be a reduction in force in the LACCD.

Action Items

1. Administrative Procedure AP 4100: Graduation Requirements for Degrees and Certificates-Update – from DAS Exec
   Approved by unanimous consent

2. Administrative Procedure AP 4236: Advanced Placement Appendix-Update – from DAS Exec
   Approved by unanimous consent

3. Approve Administrative Procedure AP 5015: Residence Determination, and Concurrently Rescind E-71 and E-94 – from DAS Exec
   Approved by unanimous consent

4. Revise AP 5040: Student Records, Directory Information, and Privacy (amend existing AP to incorporate E-107 language) – from DAS Exec
   Approved by unanimous consent

There will be two Administrative Procedures (APs) – one related to transcripts being received by colleges in the LACCD and the other to transcripts being sent by the colleges.

5. Approve AP 5052: Open Enrollment – from DAS Exec
   Approved by unanimous consent

6. New AP 5075: Course Adds and Drops – from DAS Exec
Approved by unanimous consent

7. Approve AP 5130: Financial Aid – from DAS Exec
Approved by unanimous consent

8. Equivalency Coordinator Job Announcement – from DAS Exec
Approved by unanimous consent

9. Approve the theme (“Rebooting and Reimagining LACCD”) and format (online) for the District Discipline Day on March 17, 2023 – from DAS Exec
Approved by unanimous consent

10. Consolidation of Physics and Astronomy
Approved by unanimous consent

Physics and Astronomy are different subjects but faculty must meet the same minimum qualifications.

11. AP 4105 Appendix A: Regular Substantive Interaction Guidelines-Updated—from DAS Exec
Approved by unanimous consent

12. AP 4105 Appendix B: LACCD Camera Use Guidelines – from DAS Exec
Approved by unanimous consent – as amended

MOTION: Amend the first paragraph as follows - “Instructors shall are encouraged to use…”
(J. Hernandez/Jankans) M/S/P

13. Districtwide Software Requests – DAS Exec and OEATC
M/S/P

Yes: Akl, Atondo, Bailey, Brent, Echeverri, Ferrerosa, Freitas, Hong, Nicholas, Prieur, Sparks-Jamal, Tchertchian
No: Hale, J. Hernandez, Jean Stapleton, Maddren, Montes, Morley, Orozco, Queen, Sanford
Abstain: Chee, Harkins, Martinez, Wilson

(J. Hernandez/Freitas) Approved by acclamation
15. Approve the revised BP 7250: Educational Administrators Retreat Rights – from DAS Exec – postponed May 8, 2023 of the meeting of the DAS

The District Academic Senate passed this policy in Spring 2021. This item, approved by the DAS Exec in October, 2022, seeks to strengthen the position of the senate.

MOTION: Postpone action on this item until the May 11, 2023 meeting of the District Academic Senate (Maddren/Hale)

YES: Chee, Echeverri, Ferrerosa, Freitas, Hale, Harkins, J. Hernandez, Jankans (for Zuk), Maddren, Martinez, Montes, Morley, Orozco, Queen, Sanford, Stapleton, Tchertchian

NO: Akl, Atondo, Bailey, Brent, Nicholas, Prieur

Abstain: 0

16. Accreditation BP 3200
Approved by unanimous consent

17. BP 3250 Intuitional planning
Approved by unanimous consent

Noticed Items

1. Revise AP 5010: Admissions (amend existing AP to incorporate E-107 language)

2. New AP 5011: Admission and Concurrent Enrollment of High School and Young Students

3. New AP 5012: International Students

4. New AP 5200: Student Health Services

5. Approve the revised AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies

6. Approve the Appendix to AP 7211, LACCD General Education Equivalency Approval Form

7. Recommendation on HyFlex training: The District Distance Education Committee recommends that instructors teaching HyFlex are required to 1) be Distance Education-certified (by completing Introduction to Teaching with Canvas and Introduction to Online Teaching and Learning or the equivalent) and 2) complete
additional HyFlex training (2 hours in-person and an online component) and earn the LACCD HyFlex training digital badge

**MOTION:** Extend the meeting by 15 minutes
(J. Hernandez/Prieur) M/S/P
NO: Joseph Ferrerosa

8. Revision of Course to Discipline Crosswalk
This crosswalk will be put in AP 7211 as an appendix. There will be a revision to AP 7211 to permit the creation of appendices.

9. Ratify the LACCD Noncredit Disciplines Committee’s Noncredit Equivalency Worksheet

10. Approve LACCD DAS CTE (Credit/Noncredit) Discipline Equivalency Reviewer Recommendation Form

11. Notice Approval of AP 5411 Eligibility for Associated Student Organization Offices, and concurrently approved for notice at the September 8 DAS meeting the rescission of Administrative Regulation S-9 Eligibility for Associated Student Organization Office

The Student Affairs committee will review.

**Reports**

**Officer Reports**

**President**
DAS President Angela Echeverri will submit a written report.

**1st Vice President**
District Discipline Day
Equivalency
Project MATCH

DAS 1st VP Report for DAS Exec meeting on December 8, 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. On November 18, the DAS Exec voted to approve this item for notice at today’s DAS meeting.

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. On November 18, the DAS Exec voted to approve this item for action at today’s DAS meeting.

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 the existing process. On November 18, the DAS Exec voted to approve this item for notice at today’s DAS meeting.

The committee continued to discuss plans for District Discipline Day on March 17, 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. If you or your constituents have any ideas for what should be included in this event, please reach out to me. We are trying to prioritize the concerns of our Discipline Committees. On November 18, the DAS Exec voted to approve the theme (“Rebooting and Reimaging LACCD”) and format (online) of this event for action at today’s DAS meeting.

The next meeting of the Equivalency Committee is on Monday, 12/12 on Zoom.

The Administrative Retreat Rights Workgroup met on 11/29 and talked about the status of this project. The revised BP 7250: Educational Administrators Retreat Rights is an action item at today’s DAS meeting.
Elizabeth Thornton, the AFT rep on the workgroup requested a list of questions she will submit to the AFT lawyers, so we spent much of the meeting working on this list.

The workgroup’s next meeting is on Thursday, 1/26/2023 at 1 pm on Zoom.

2nd Vice President
AB 928 and AB 111 Updates
DCC
eLumen

Atondo advised that there will be an update from the District Curriculum Committee (DCC) on AP 4260.

Treasurer – no report

Secretary – no updates from the last meeting

Standing & Ad Hoc Committee Reports

• Professional Development College Reports

Brent reported on a preliminary conversation about districtwide professional development, on successful ongoing collaboration with the Sustainable Environment Institute, and about seminars on the Brown Act, Equally Effective Alternate Access Plan (EEAAP), a potential seminar on learning loss, and a possible two-day leadership institute.

• Administrator Retreat Rights – previously discussed

• Online Education and Academic Technology

• Sustainable Environment Institute (SEI)

Leddy reported that SEI is planning an Earth month in April. Abels is working with 3CSN on a community of practice. Eight publications and 8 seminars per year are planned.

• District Budget

• District Planning

• Guided Pathways

• Others
Discussion Items

1. Concerns about AB 928: Student Transfer Achievement Reform Act of 2021

Harkins expressed concern regarding the removal of CSUGE Area E (lifelong learning) in the new CalGETC as well as the need to look into factors which could have unintended consequences. Nancy Cairns, L. A. City College faculty, observed that AB 928 would disproportionately affect students who are economically disadvantaged.

2. Planning for 2022-2023:

- ASCCC Events
- LACCD Events
  - Joint Summit
  - Professional Development College
  - Sustainable Environment Institute
  - Request for Technical Assistance-Collegiality in Action Visit

3. COVID-19 Update: • Brown Act Meeting Requirements; • Instructional Delivery; • Vaccination, Testing and Masking Requirements; Other items

Echeverri reported that the March 2023 DAS meeting will be in-person. The collegiality in action/technical assistance visit occurred October 21, 2022.

MOTION: Extend meeting by 10 minutes
(Harkins/Prieur) M/S/P – without objection

Echeverri observed that the community colleges have faced legislative intrusion in curriculum for many years. This situation illustrates the need for effective advocacy with the LACCD Board of Trustees, and to be more effective advocates for our programs and our students.

4. Proposed Board Policy 6305: Reserves and Chancellor’s Office Memorandum FS 22-03

Echeverri reported that at the last meeting of the District Budget Committee (DBC), BP 6305 was proposed. This BP would require the LACCD to maintain as additional reserves the equivalent of an unrestricted ending balance of two months.

5. LA Valley Academic Senate Resolution on Academic Administrator Retreat Rights Policy – previously discussed

6. Criteria for Advanced classes at LACCD Colleges
7. Lecture/Lab as One Class/Two Assignments

8. AB 705 and AB 1705 Update: • Impact of Learning Loss due to COVID-19; • AB 705/1705 Task Force-Requests; • Other Issues

9. Legislative Update: AB 1111: Common Course Numbering; Proposed legislation

10. Update on Joining California Virtual College-Online Education Initiative (CVC-OEI)

11. Other Items – none

Future dates & Upcoming Events

District Curriculum Committee: Friday, December 9, 2022, 11 a.m.-1:00 p.m. – Zoom

DAS Consultation Meeting: Friday, December 9, 2022, 2:00-3:30 p.m. – Zoom

District Equivalency Committee: Monday, December 12, 2022, 2:00-4:00 p.m. – Zoom

LACCD Board Meetings: Wednesday, December 14, 2022-Hybrid Organizational Meeting

District Budget Committee: Wednesday, January 11, 2023

Board Standing Committees: Wednesday, January 18, 2023 Hybrid Meeting

DAS Executive Committee Retreat Meeting: Friday, January 20, 2023 10 AM-2 PM TBA

District Academic Senate Meeting: Thursday, February 9, 2023 - Zoom

ASCCC Spring 2023 Plenary Institute: April 20-23, 2023-Anaheim, In-person Event

LACCD Board meeting: Wednesday, January 4, 2023

Adjournment

The meeting was adjourned at 3:55 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary