District Academic Senate Meeting
Thursday, September 12, 2019
Los Angeles City College
Multipurpose Room, Student Union
MINUTES

Attendance

<table>
<thead>
<tr>
<th>Officers</th>
<th>Present</th>
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</thead>
<tbody>
<tr>
<td>City</td>
<td>(Michael Kalustian), Sarah Crachiolo, Nadia Elahi, Jeff Hicks</td>
</tr>
<tr>
<td>East</td>
<td>(Jeff Hernandez), Lurelean Gaines, David Hale, Jean Stapleton</td>
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<tr>
<td>Harbor</td>
<td>William Hernandez</td>
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<tr>
<td>Mission</td>
<td>(Carole Akl), Elizabeth Atondo, Stephen Brown, Tracy Harkins</td>
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<tr>
<td>Pierce</td>
<td>(Barbara Anderson), Sabrina Prieur</td>
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<tr>
<td>Southwest</td>
<td>(Robert Stewart), Stephanie Arms, Joanne Grey</td>
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<tr>
<td>Trade</td>
<td>Derek Majors, Deirdre McDermott</td>
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<tr>
<td>Valley</td>
<td>(Chauncey Maddren)</td>
</tr>
<tr>
<td>West</td>
<td>Casey Hunter, Kenneth Taira</td>
</tr>
<tr>
<td>Guests</td>
<td>Edward Bird Song (City)</td>
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Senate Presidents in parentheses

Call to Order:

President Angela Echeverri called the meeting to order at 1:40 p.m. and thanked Kalustian, the senate president at City, for hosting. Kalustian announced that City was beginning its 90th year as a college.

Noting that there were many new senators, including 5 new senate presidents, Echeverri requested that those present introduce themselves.

Approval of the Agenda:

The agenda was adopted as written (Gaines/J. Hernandez) M/S/P

Approval of the Minutes:

The minutes of the May 9, 2019 meeting were approved as written (Gaines/Stewart) M/S/P

Abstentions: Akl, Anderson, Crachiolo, Elahi, Hale, W. Hernandez, Hicks, and Maddren

Public Speakers: None
**Action Items**

**Resolution acknowledging EOPS on its 50 years of Student Success (DAS Exec 9/6/19)**
(Brent/Gaines) M/S/P

**Administrative Regulation E-120: Student Transcript Notations (DAS Exec 9/6/19)**
(Stewart/Akl) M/S/P

Atondo noted that this administrative regulation does not dictate policy nor does it make changes; it just refers to transcript notations. Echeverri observed that transcript notations also include honors at graduation. The topic of transcript notations will be under discussion later in today’s agenda.

**Approval of new or realigned subject proposal form for E-115 (DAS Exec 9/6/19)**
(Atondo/J. Hernandez) M/S/P

Atondo explained that E-115 was approved by the DAS in Spring 2019. What the DAS is reviewing now is just a form to track the new/realigned subject proposal process. It was requested by district Curriculum Dean Dan Keller.

**DAS Calendar for 2019-2020 (DAS Exec 9/6/19)**
(J. Hernandez/Gaines) M/S/P

Echeverri thanked Akl for catching some typographical errors, and noted some issues related to meetings of the DAS Executive Committee (DAS Exec) and the District Curriculum Committee (DCC) overlapping in April and May. Some consultation dates may change.

**DAS Goals for 2019-2020 (DAS Exec 9/6/19)**
(Harkins/J. Hernandez) M/S/P as amended

**Goal #1:** *Promote Encourage curriculum alignment, institutional effectiveness, and innovation in support of student success throughout the implementation of Guided Pathways and AB 705.*

Echeverri directed the attention of the senators to page 15 of the packet, and noted that DAS goals 6 and 7 from 2018-2019 were carried over to 2019-2020. Those dealt with diversity in faculty hiring, and recognizing outstanding persons doing senate work. J. Hernandez observed that the DAS goals align with those of the ASCCC (Academic Senate for California Community Colleges). He also stated that the DAS should be monitoring the alignment of Board Rules and administrative regulations anyway, and, if we do not, then the administration will. The Community College League of California (CCLC) templates have more general board rules; the implementation details are contained in the administrative regulations. Other California Community Colleges are using those templates.
There was discussion on the topic of “curriculum alignment” in Goal #1, and what it meant for local control. It was determined that autonomy and innovation would be preserved, but that student needs would also be considered. Echeverri gave the example of Biology 6 and 7 not aligning at colleges in our district and creating unnecessary obstacles for our students. Goal #1 was amended to state “Encourage” instead of “Promote.”

**Appointment of John Freitas as DAS Parliamentarian for 2019-2020**

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

No: El-Khoury; Abstentions: None; Yes: All others

El-Khoury voiced his objections to the appointment of Freitas as Parliamentarian, requesting we adhere to the DAS bylaws and conduct an election. He also questioned whether Freitas would attend DAS meetings. Brent read from the DAS bylaws: “The Parliamentarian shall be appointed by the DAS President and ratified by a majority vote of the DAS for a term of two years.” The Chair ruled that the ratification vote for Parliamentarian would proceed as prescribed in the bylaws. El-Khoury requested that he be provided with the list of eligible voters from the Spring 2019 elections. Brent will forward the list she had sent to the Nominations and Elections Committee in Spring 2019.

**Reports**

**Officer Reports**

* President

The LACCD Board of Trustees met at L.A. Harbor College on September 4, 2019. Board President Andra Hoffman reported on a district Women’s Empowerment Summit held this past summer at L.A. City College. The Board then voted to approve a resolution celebrating the 50th anniversary of Extended Opportunity Programs and Services (EOPS). The Board adjourned in memory of Aurora Godoy, a student from Harbor who was killed during the mass shooting in 2015 in San Bernardino. American Federation of Teachers (AFT) Faculty Guild President Joanne Waddell spoke in favor of a marketing campaign for the District. Echeverri addressed the Board on the rollout of AB 705. In response to the Student Trustee, Echeverri reiterated her position and that of the DAS against the Chancellor’s directive to eliminate all English and Math classes more than one level below transfer for the Fall 2019 Semester. She argued that a “one size fits all” approach does not serve our students.

Pierce Health Center Director Elizabeth Benne addressed the Board in public comments (which were moved to the end of the September 4th agenda) regarding the crisis of mental health for our students and the necessity to have better and more mental health services. Additional costs for those services could be covered by increasing the student health fee, which has been $11 per semester since 1993. By law, the health fee can
increase to $22. Citing the increased incidence of mental health issues (stress, financial
problems, homelessness, etc.), Benne advocated for hiring a full-time psychologist to
alleviate the dire need for additional mental health services for students.

The Board approved the final budget, which included a 3.26% COLA (cost of living
adjustment) from the state. The College Promise has been expanded to cover two years
of tuition/fees for California Community College students. The District is transitioning to
the Student-Centered Funding Formula (SCFF). Echeverri explained that there are three
parts to college apportionment under the general unrestricted fund under the SCFF:
FTES (full-time equivalent students, i.e., enrollment); Equity (financial aid awards); and
Completion (milestones, certificates, and degrees – highest award per student per year).
The Board also approved a change to the college debt repayment policy. That is,
colleges in debt will be paying no more than 1% of their total budget annually instead of
3%. This recommendation came from the District Budget Committee (DBC). In addition,
the Chancellor has the option of offering additional strategies to Southwest related to
its debt. Not all Trustees agreed with these changes.

J. Hernandez observed that the District has been earning apportionment at a higher
than the “hold harmless” level - $18 million. The District is spending some of that $18
million now, but is holding some back until the January enrollment reports. J.
Hernandez argued in DBC (District Budget Committee) that the District should distribute
that some to the colleges now in order to help fund the implementation of AB 705. He
also noted that many colleges statewide have suffered drops in enrollment, and that
being held harmless at present is helping to keep them afloat.

Directing the Senators to page 48 of the packet, Echeverri noted that overall enrollment
is down 2%; Math enrollment is down 17% districtwide. It was suggested that English
101 classes might see a higher withdraw rate after instructors return to students their
first graded essay. Echeverri expressed concern about what will happen to those
students who drop and hope that the District and the colleges are open to offering late-
start classes. McDermott reported that she has observed students in tears because they
are in a Math class for which they are unprepared. Other Senators concurred that the
District is losing students; they might be going to other districts which are offering the
classes they are seeking, or they might forego college completely. Although Non-Credit
Math receives enhanced funding, some students may not wish to take those classes
because they will not be eligible for financial aid. There was concern voiced that our
lack of English and Math course offerings might have very serious and deleterious
effects on our students.

The District has reported that we are spending $8 million on AB 705 implementation.
Although Echeverri asked for a breakdown of expenditures, she had not received it as of
this meeting. Net Tutor is being funded and tutoring/learning centers are receiving
funding to be open for additional hours. Although Net Tutor is available through
Canvas, this does not help students on the other side of the digital divide. District
administration is encouraging colleges to participate in the Online Education Initiative (OEI) to mitigate the District costs of Net Tutor. The Board has contracted for a marketing campaign; the cost will be $4 million over a two-year period. Unfortunately, there were no students or faculty members on the panel which selected the marketing firm Interact Communications, Inc. The Student Trustee was vocally opposed to this action. He noted that African American males are a disproportionately affected group and that outreach and retention efforts should be made to this sector of the community. However, he saw no African Americans pictured on Interact Communication's website. Echeverri observed that, if the District is not offering the classes which students need and want, then enrollment will suffer whether we have a marketing firm or not.

Continuing discussion on AB 705 implementation, Echeverri referred to incorrect outcome data for Mathematics based on placement; this data was supplied by Chancellor Rodriguez in response to a request from Echeverri. Adjusted data was obtained, but Echeverri requested more universal distribution of that corrected data. Echeverri was invited to speak at the AFT Faculty Guild Leadership retreat about the cancellation of English and Math courses for Fall 2019. The AFT has filed a grievance; they are considering a lawsuit and a complaint through the Public Employees Relations Board (PERB).

The DAS will be publishing a Fall 2019 Newsletter. The submission of articles for publication is encouraged; the submission deadline is November 22, 2019. Events for the Academic Senate for California Community Colleges (ASCCC) is included in the DAS calendar. The Academic Academy will be September 13, 2019; the Fall 2019 Plenary Session will be November 7-9, 2019; and the Area C meeting will be October 12, 2019. Attendance is encouraged at these events, especially among the senate leadership. Echeverri reported that the DAS Executive Committee (DAS Exec) had a good retreat on August 2, 2019. It included a tour of the ESC (Educational Services Center [District Office]) as well as training on Board Docs. Additional Board Docs training will be scheduled.

* 1st Vice President*

Equivalency – El-Khoury announced the Fall 2019 meeting schedule of the Equivalency Committee; it is also on the DAS website. The Equivalency Committee reviewed over 15 equivalency cases over the summer. The 2018 disciplines list and the CTE (Career Technical Education) tool kits are available. On August 16, 2019, there was a meeting for the Non-Credit disciplines at the Van de Kamp Innovation Center. The Equivalency Committee will act as the Non-Credit Committee owing to having very few full-time Non-Credit faculty in the district.

After revisions to the flow chart are approved by the Equivalency Committee, El-Khoury will forward to DAS. At present, an equivalency candidate has the option to appeal a
decision by the Equivalency Committee to the DAS Executive Committee. El-Khoury’s recommendation is that the Equivalency Committee must be the final arbiter.

Continuing his report, El-Khoury also announced that Dr. Newton Miller will be the keynote speaker at the October 18, 2019 Discipline Day at Valley. The themes will be: 1) Compliance; and 2) Curriculum Alignment. He thanked the senators for trusting him with equivalency.

TPPC – El-Khoury announced that he was unable to volunteer to co-chair the Technology Planning and Policy Committee any longer. Echeverri stated that the DAS will be looking for a new faculty co-chair, and that TPPC should collaborate with other district technology committees.

* 2nd Vice President

Atondo stated that the District Curriculum Committee will meet tomorrow, September 13, 2019, at the ESC. There will be an update on Board Rule 6700 (academic renewals) and English prerequisites. To accommodate migration from ECD (the district Electronic Curriculum Development system) to eLumen, the system must go dark. The Curriculum Chairs recommended April 30, 2010 as the best time. Curriculum migration is expected to last 2-3 weeks, and then eLumen will be functioning. Atondo noted that ECD will remain as a “view only” system. Curriculum validation will happen during migration, and faculty help will be needed on the content portion.

* Treasurer

Stewart referred to a handout, and reported that every quarter he will reconcile bank accounts and provide statements to the DAS. He also discussed the Fall 2019 ASCCC Fall Plenary Session, and stated that DAS could pay for the registration only for one additional faculty member from each college. However, if DAS pays for the registration, then Plenary attendees must attend the Area C meeting on October 12, 2019. The limit on funding is $1,500 per person per event.

Standing Committee Reports

* Professional Development College

Brent reported that she had sent seminar information to all of the senate presidents and encouraged them to share with faculty members at their respective colleges. Two upcoming events include a seminar on AB 705 implementation on September 13th and a seminar on parliamentary procedure and the Brown Act on September 27th.

* District Budget Committee (DBC) – Executive Committee of the DBC (ECDBC)

J. Hernandez reported on a request from City seeking to suspend its debt repayment for 1 year. There was much discussion on the matter, but it moved forward with a vote of 7 ayes, 3 nays, and 7 or 8 abstentions. Members of DBC expressed their appreciation of City’s balanced budgets and consistency of debt repayment, but some members
expressed their concern that this suspension would go outside of currently existing and Board-approved repayment policies.

* Guided Pathways
There are three faculty members who are the district Guided Pathways Coordinators – Josh Miller (Valley), Adrienne Brown (Harbor), and Phyllis Braxton (Trade). Echeverri has requested that they attend DAS meetings. Four Guided Pathways Summits are scheduled; a calendar was provided. DAS needs to develop a charter for them.

* Task Force on E-100 (Criteria for Serving Students with Disabilities) and Board Rules Alignment Project
Freitas has accepted this special project along with the task of Board Rule and Administrative Regulation alignment in accordance with the CCLC templates. The first meeting of the E-100 task force will convene on September 19, 2019 at the ESC. Freitas identified some of the other task force members, including Vice Chancellor Cornner, Dean Kalynda McLean (Pierce), Echeverri, Brent, and professionals in DSPS at various colleges in the district. Harken recommended inclusion of a faculty member in a movement-based discipline. Freitas expressed the need for adequate resources for full implementation. He will also be spearheading the alignment of Board Rules with CCLC templates. Those templates are very streamlined; the details are reserved for the administrative regulations. The Board Rules will be sent to various groups including the DAS Exec for review and input. Then the administrative regulations (E-Regs) need to be aligned. Echeverri thanked Freitas for taking on these massive projects.

* Other College, Committees, and Task Forces – no reports

Discussion Items

AB 705 Implementation update and college needs
Echeverri requested that the Senators turn to page 29 of the packet for information. She requested that the senate leadership look at the chart to make sure that these strategies and interventions were being implemented at their college.

Update on Guided Pathways Charter and membership – previously reported

Update on evaluation of curriculum
Atondo gave an update on graduation evaluators reviewing coursework for students to determine if those classes meet graduation requirements. She noted that, in spring 2019, the DAS passed a resolution upholding faculty primacy over curriculum. The district administrators concurred with the DAS position. The graduation evaluators asked for their positions to be reclassified, and the end result is that the Personnel Commission has opened a formal audit of that position. The resolution that was passed stated that colleges need to formalize what their process is. Problematic practices at some colleges include graduation evaluators reviewing and evaluating coursework
outside our district for CSUGE, IGETC, local GE, etc. (California State University General Education; Intersegmental General Education Transfer Curriculum; General Education). Unfortunately, some of the results of this practice were the rejection of graduation applications for some students who were eligible for degrees. Atondo agreed that the graduation evaluators’ job descriptions should be changed to comply with approved policy. She will monitor the Personnel Commission audit of the graduation evaluator position and provide updates to the DAS. J. Hernandez suggested that one approach for compliance could be via a Chancellor’s directive to the Chief Instructional Officers. He also suggested making the DAS Exec available to local senates to provide training regarding faculty discipline expertise – clearly a 10 + 1 issue.

E-88 (Deans’ and President’s Honor List) and College Graduation Honors
Echeverri noted that, with the current Student Information System, the District has one transcript for all coursework completed at any of the nine colleges. Therefore, any transcript notations must align. Unfortunately, the requirements for Latin Honors at graduation as well as Dean’s Lists and President’s Lists do not. Echeverri will forward this item to the administrative regulations task force for review.

Retreat rights policy for administrators
Referring to pages 52-55 of the packet, Echeverri noted Education Code (Sections 87454, 87458, 87458.1, and 87459), related to academic administrators, including district executive positions, “retreating” to the faculty ranks. The LACCD and the DAS have no agreement in place, although the DAS endorsed the model procedure written and promulgated by the ASCCC. Absent a written agreement, some difficulties may arise (and have arisen) when an administrator retreats. There was a preliminary meeting with Echeverri, Atondo, Equivalency Coordinator Eloise Crippens, and Vice Chancellor of Human Resources Albert Roman. Freitas, J. Hernandez, McDermott, and Brent also volunteered to serve on this task force. There was general consensus that it is best to discuss and finalize such procedures when there is no specific case or individual involved.

Budget, new funding model (SCFF), LACCD allocation mode, FON, College debt repayment, accountability measures

Motion to extend meeting for 10 minutes
(McDermott/Kalustian) M/S/P
Echeverri referred to page 62 of the packet – a table of 2019 tenure-track faculty hiring sorted by college. J. Hernandez reported that the state has not issued the faculty obligation number (FON) for next year, but that the district administrators had commented that not many hires were anticipated. Harken noted that the current FON was not in the packet, and requested the most current number. Akl observed that Non-Credit faculty were not part of the FON; J. Hernandez noted that the ASCCC was looking
at that situation. Echeverri reported that Chancellor Rodriguez had expressed his wish
to hire more full-time Non-Credit faculty.

Committee and task force assignments: TPPC, DBC, etc.
Echeverri reported that former Senate President at City Dan Wanner is now an interim
dean at that college. This occurrence created a vacancy in the DBC representation for
DAS. Echeverri received two requests from faculty members to be seated on that
committee. She appointed Math Department Chair at Pierce Edouard Tchertchian as
the DAS representative, and Glen Baghdasarian from the Business discipline at City as
the alternate.

DAS review of new technology
Brent reported on a new student appointment system which was being implemented in
the district which had received no review by TPPC, and she encouraged that and other
committees to be proactive in their review. Echeverri encouraged collaboration among
the various technology committees and to make sure that the faculty have a voice.

Faculty diversification

Other items
J. Hernandez reported on an administrative directive at East regarding posting meeting
agendas 5 days in advance in order to comply with Government Code section
54957.5(b). However, he noted that the Brown Act requires posting of an agenda 72
hours in advance for committees for which this statute applies, and wondered if there
were another law or statute which applied to persons with disabilities with a longer
posting requirement. The senators were unaware of any such regulation.

Brown wondered what faculty members were doing about homelessness and food
insecurity among students. The senators reported on the different interventions and
practices at their colleges.

Future dates
District Curriculum Committee: Friday, September 13, 2019 11:00 AM-1:00 PM at ESC
ASCCC Academic Academy: September 13-14, 2019 in Long Beach
Consultation Meeting: Tuesday, 10/8/19 at ESC
ASCCC Area C Meeting: Saturday, October 12, 2019 at Rio Hondo College
Fall 2019 District Discipline Day: Friday, October 18, 2019 at VALLEY
Guided Pathways Summit 1: Friday, October 25, 2019 at VALLEY
DAS Executive Committee: Friday, October 4, 2019 9:30 AM-12:00 PM at ESC
ASCCC Regional Curriculum Institute: Saturday, November 2, 2019 at PIERCE
ASCCC Fall Plenary Session: November 7-9, 2019 in Newport Beach

Adjournment
The meeting was adjourned at 3:47 p.m.

Respectfully submitted by Lourdes M. Brent, DAS Secretary