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DAS EXEC MINUTES
12/5/14 10:00 am-1:00 pm
Educational Services Center

Attending: Don Gauthier (President), David Beaulieu (1st Vice President), Alex Immerblum (Treasurer, East), Angela Echeverri (Secretary), Susan McMurray (Harbor), Leslie Milke (Mission), Kathy Oborn (Pierce), Wally Hanley (Trade), and Adrienne Foster (West).

Absent: Elizabeth Atondo (2nd Vice President), John Freitas (City), Josh Miller (Valley), and Allison Moore (Southwest).

Guests: April Pavlik (City), Meghan McGillicuddy (Online Editor at Pierce)

Call to Order: President Gauthier called meeting to order at 10:15 am.

Approval of Agenda: The following item was added to the agenda (Immerblum/McMurray MSU):
Disaggregation of Student Learning Outcomes (SLOs)

Approval of Minutes of November 7, 2014: The minutes for the DAS Executive meeting of 11/7/14 were approved with a few corrections (Foster/Oborn MSP; Milke abstained).

Action Item

1. Agenda preparation for December DAS meeting at Pierce-December 11:

The following agenda items were discussed and proposed for the upcoming DAS meeting:

- Full report on the LACCD Bond program (Beaulieu): McMurray, Milke and Gauthier discussed their concerns about the lack of transparency with the remaining funds and projects.
- Assembly Bill 86: Gauthier suggested inviting Dean of Adult Education Adrienne Mullen to address the DAS for 15 minutes. He will encourage DAS members to attend the Adult Ed meeting the Friday following the December DAS meeting.
- BA degree selection process and next steps
- Curriculum
- Action item: Academic Renewal (Board Rule 6700): Increase cap limit from 18 to 30 units
- Vice president and president evaluations
- Prerequisite policy: The changes probably won't be done in time. Gauthier will check with Atondo.
- Senate DE Committee
- Accreditation update: Requested by Foster
- E-65 Task Force

- 46 • Motion on AB 86 (see below)
- 47 • Disaggregation of SLOs (added)
- 48 • Other

49

50 2. **Proposal re: Senate purview in curriculum:** Immerblum stated that Jeff
 51 Hernandez suggested a way to make sure that the senate's purview in
 52 curriculum is maintained as AB 86 moves forward. He added he wants to
 53 encourage the campus curriculum committees to place these as priority items on
 54 their agendas so they can move forward in an expeditious manner and career
 55 pathways are aligned.

56

57 Immerblum/McMurray MSU moved that the DAS Exec forward the following
 58 motion to the DAS:

59

60 *"Request that the DCC and all local curriculum committees prioritize*
 61 *recommendations for all curricular changes related to AB 86 and expedite the*
 62 *consideration of such changes through our existing processes."*

62

63 Discussion Items

64

65 1. **Adult Education Forum (Dec. 12) and internal governance structures for**
 66 **Adult Ed:** Gauthier announced that the next AB 86 meeting would be on
 67 12/12/14 from 9 am -12 pm in the Board Room. There are still unanswered
 68 questions about how the community colleges and unified school districts will
 69 work together. At the same time there is a need to determine how the District's
 70 internal structure is going to handle Adult Ed and the roles of the AFT, senate,
 71 administrators, teamsters, and classified. It is not clear how the governance will
 72 work; there will be many financial and planning decisions that will involve the
 73 District Planning Committee, Budget Committee and other groups. The
 74 constituents are in the process of reviewing the 10/31/14 document, which has
 75 to be submitted to the state on 12/31/14; this is an opportunity for faculty to
 76 make suggestions.

76

77 2. **Discipline alignment of courses across the District:** Gauthier reported there
 78 are discrepancies in the number of units or hours for certain courses in some
 79 disciplines. Furthermore, some colleges are not accepting courses from other
 80 District colleges. He stated this would be a discussion item at the next District
 81 Discipline Day. Beaulieu replied we have to address these courses on a case-by-
 82 case basis. He discussed an ESL/English situation at Valley, Pierce and other
 83 colleges. At the last District Discipline Day some, but not all, of the course
 84 discrepancies were corrected. Beaulieu added that Linguistics 101 and English
 85 105 should be crosslisted. He stated that faculty are forming a Linguistic
 86 Committee; it is quite time intensive to move these changes through and it is not
 87 going to happen on Discipline Day. Beaulieu also discussed English 102 not being
 88 accepted as a critical thinking requirement at some of the colleges. We need to
 89 talk to the departments, faculty, and Articulation Officers about the lists of
 90 courses and disciplines. Beaulieu also discussed the Addiction Studies and

91 Paraprofessional training programs. They have added psychology prerequisites
92 and are not accepting the state MQs for addiction studies. The state auditors
93 could have a problem with these changes. Gauthier replied there are cases in
94 which a decision by the Discipline Committee could be vetoed. Beaulieu will
95 contact the Curriculum Committee chairs, Articulation Officers, and Transfer
96 Center Directors about what courses they see as problems for our students due
97 to changes in titles.
98

99 **3. Liaisons for VP meetings and A&R Deans:** Gauthier stated there needs to be
100 better DAS representation at these meetings. He recalled past running battles
101 over Board Rule 8603. Admissions and Records (A&R) deans also make
102 decisions on scheduling. Gauthier added that the administrative position is that
103 scheduling is their issue; but argued it also under the faculty purview. Milke
104 asked whether a DAS member should sit in on the Chief Instructional Officer
105 (CIO) meetings. Beaulieu replied it could be very productive to have a
106 representative on a regular basis, but not for the entire meeting. Beaulieu added
107 he did not understand why the A&R deans are not reporting to the Vice
108 Presidents of Academic Affairs. Immerblum argued that the senates should
109 consult with the A&R deans before items go to the vice presidents. Foster
110 inquired about whom the Transfer, Articulation, and Matriculation (3SP)
111 committees were reporting to. Beaulieu added that the Transfer Committee
112 could use a more substantial active committee, with vice president liaisons from
113 Academic Affairs and Student Services. Beaulieu opined the Transfer Committee
114 should be a joint committee. Foster argued they should be reporting to the DAS
115 because they affect transfer degrees, certificates, and institutional set standards.
116 Immerblum added there are no official summaries or records of these meetings.
117
118 McMurray reported Harbor was held up nine months trying to replace their A&R
119 Dean due to delays caused by the Personnel Commission. She added that the
120 International Student Advisor went from being faculty to a classified position.
121 Immerblum agreed that was a separate, but equally important issue. He
122 announced that the A&R Dean meetings are held on the third Tuesdays of the
123 month at City; the next one is scheduled for 12/16/14. Dean William Marmolejo
124 from City chairs the A&R Dean Committee. Immerblum offered to attend as a
125 DAS liaison; Gauthier stated he would try to attend as well. Beaulieu argued DAS
126 members should not have to monitor the A&R Dean meetings and should instead
127 deal with the chancellor and college presidents. He added the DAS needs regular
128 reports from A&R Deans and other committees. McMurray mentioned Harbor
129 hired six new deans in the last year; this will be a major issue as soon as the SSSP
130 money starts coming in. Foster stated she was on the restoration team at
131 Community College of San Francisco; one of the issues they are trying to address
132 is that their counselors do not report to anyone.
133

134 **4. Consultation items for December 16 meeting:** Gauthier requested agenda
135 items for the upcoming consultation. The next consultation meeting will be on
136 Tuesday, December 16 at 3:00 pm. McMurray stated she would like to discuss

137 delays caused by the Personnel Commission (PC) holding up administrative
 138 hires (Vice President of Administration, A&R Dean, etc.). Milke stated Mission
 139 has an issue with the Child Development Center Director job description being
 140 changed and posted by the PC without consulting faculty, which has delayed the
 141 hire for several weeks. Immerblum stated Chancellor Rodriguez wants all the
 142 probationary faculty hires finalized by the end of the spring semester. He argued
 143 there is a need for a DAS faculty liaison to work with chancellor to help hire
 144 faculty in a timely and organized matter. Milke stated the District Office slows
 145 down the hires, because the Notices of Intent (NOIs) to hire don't get processed
 146 in a timely manner. Gauthier replied he has heard the same complaint before; we
 147 need an action plan. The District Office has to undergo an accreditation review.
 148 There are 1,400 full-time and 5,000 total faculty in the district. McMurray stated
 149 Harbor was given an arbitrary Full-time Obligation Number (FON) of seven to
 150 eight faculty; they do not have money to hire new faculty and balance their
 151 budget. Foster reported that West is hiring 15-17 new faculty members.

152
 153 **5. DAS Exec Retreat-agenda:** Foster said the proposed date of the retreat is the
 154 same day of the semester kick-off at West. Gauthier stated he would explore the
 155 possibility of moving the retreat to another day. McMurray asked about the
 156 status of local training, the academic senate version of the Faculty teaching and
 157 Learning Academy (FLTA). The Chancellor is giving the DAS more money for the
 158 Spring Summit and he wants it to focus on accreditation. Gauthier suggested
 159 having a DAS retreat in January and inviting the first 50 people to respond.
 160 Immerblum stated he felt we should support DAS representatives and use the
 161 retreat to show them how to become more active and involved DAS members.
 162 Gauthier proposed moving the retreat to Wednesday 2/4/14, having the Exec
 163 meeting in morning and the general part later in the day. Foster stated she
 164 would like to distribute applications for Academic Senate of the California
 165 Community Colleges (ASCCC) committees at the retreat.

166
 167 **6. DAS Calendar and Action Schedule:** Gauthier stated that the idea is to control
 168 and regulate the items coming through for discussion and approval. There was a
 169 discussion about yearly fall and a spring cycles which are outlined below:

- 170 • August: DAS Executive retreat, discuss year's agenda, set meeting dates for
 171 this year, and post information
- 172 • September: The first DAS and Exec meetings are to introduce new items
- 173 • October: Items get sent out to local senates for consideration. Senates need to
 174 place items on their agendas, discuss, and vote on them
- 175 • November: ASCCC Fall Plenary
- 176 • December: DAS votes on action items and notifies relevant constituent
 177 groups of the outcome
- 178 • January: DAS retreat, develop agenda, and introduce new items for spring
- 179 • February: Items go to local senates for discussion and voting
- 180 • March: Vote on items under consideration
- 181 • May: Wrap up voting on any outstanding issues

182

183 Gauthier stated that while emergency items always come up, this is a plan that
184 can help regulate workflow through the Senate. We need to make everyone
185 aware of this schedule. He is going to bring this to the next DAS and to
186 Consultation.

187 Gauthier/Milke MSU moved to approve the following motion:

188 *Gauthier will present a calendar of action for DAS to the DAS December*
189 *meeting.*

190

191 **7. Disaggregation of SLOs:** Oborn reported that new standards from the
192 Accrediting Commission for Community and Junior Colleges (ACCJC) now seem
193 to require that SLOs be disaggregated by student. At Pierce they are
194 implementing e-Lumen and every faculty member will enter how each student
195 did on their SLO assessments. Pavlik reported that at City each department has
196 an SLO coordinator. They are assessing 25% of their course offered. She is the
197 SLO coordinator for the Psychology Department; four of their courses are being
198 assessed using e-Lumen and SIS. The instructors give the assessments and they
199 have their own rubric. Foster argued this was a workload issue; grades and SLOs
200 should be done at the same time. Immerblum replied that unfortunately the goal
201 posts have been moved. Now faculty have to do global assessments and identify
202 specific outcomes of their courses. He added he feels there is a way to get
203 disaggregated data without identifying individual students. Gauthier added there
204 may be a privacy (FERPA) issue and argued there needs to be consultation
205 before we identify faculty and students in SLO assessments. There was
206 discussion about whether the point of the disaggregation was an equity issues
207 versus a learning issue.

208

209 **8. Other (Trade and BR 6200):** Hanley stated that faculty at Trade are concerned
210 about the three additional GE units that will be required for an associate degree
211 due to revisions to Board Rule 6200. He added that many at Trade feel changes
212 to BR 6200 place an unfair burden on students in high unit CTE programs,
213 because they will increase from 18 to 21 General Education units. Gauthier
214 replied the local plan is for our CTE students, as our transfer students will be
215 following the CSU GE plan or IGETC. He stated about 75% of Trade students are
216 going for CTE training; at most, only 25% of their students plan to obtain an
217 associate degree. Hanley stated that faculty are concerned they are going to have
218 to rearrange the hours in many of the CTE programs that have 45 and 48 units,
219 because if you add 21 units on top of that it goes over the "magic number" of 60.
220 Larry Pogoler and Vice President Leticia Barajas claim they have data regarding
221 these programs. Hanley has requested a meeting with the chancellor to address
222 this issue. BR 6200 was approved by the DAS in October and will go to the Board
223 soon. Beaulieu recounted that around 1995, we took the 18 units required under
224 Title 5 and specified that three of those units be in Health and Physical
225 Education. However, strictly speaking, Health and PE are not general education
226 classes. Beaulieu stated one issue is whether the CTE units are adequate.
227 Plumbing has a basic certificate of 48 units; 60-18 is 42 units. Echeverri

228 suggested one possible option could be having a unit cut off, in which you could
 229 exempt all majors with a high number of units.

230

231 **New Items/Reports**

232 **1st VP Report Equivalency, DBC and Sustainability Institute:**

- 233 • **Equivalency:** Beaulieu reported that things have been quiet on the equivalency
 234 front. He and Eloise are working on the ESL/English issue and other discipline
 235 alignment issues. McMurray mentioned there is also an issue with international
 236 students and a question as to whether their governments will pay for English,
 237 ESL, or Developmental Communication.
- 238 • **District Budget Committee:** On the DBC front, the last meeting was canceled,
 239 but the DBC Exec has been meeting. They are talking about the allocation model
 240 and how it has been altered slightly and about adding items such as the sheriffs'
 241 budget. The other budget item was a discussion of the FON. There are four
 242 colleges currently projecting deficits, Mission, Southwest, Valley, and City.
 243 Beaulieu stated the numbers always trend this way. In October and November
 244 the District projects many deficits and at the end of the year only a few colleges
 245 have deficits. McMurray added Harbor has refrained from hiring people to
 246 balance their budget.
- 247 • **Sustainability Institute:** Beaulieu reported that Chancellor Rodriguez approved
 248 funds for the Sustainability Institute to join the Southern California Marine
 249 Institute in the AltaSea consortium. The project, at Pier 1 in the Port of Los
 250 Angeles Harbor, will involve local colleges and universities and this agreement
 251 brings all nine of our campuses to the table as the planning begins. Members of
 252 the consortium include the University of California, Los Angeles, Occidental
 253 College, University of Southern California, and a number of California State
 254 Universities. Our voice will be important in helping shape the vision of the
 255 project.

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257 **2nd VP-Curriculum-BR6700, E-65 Task Force:** No report.

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259 **President's Report-Bond Steering, Discipline Day, Spring Summit Event**

- 260 • **BR 6700 (Grade Symbol Definitions and Conditions for Use):** Gauthier
 261 discussed proposed changes to BR 6700. Foster questioned whether language on
 262 Withdrawal (page 3) was feasible, discussed the role of the Academic Senate
 263 (page 11), and asked who recommended faculty should be required to retain
 264 grades for three years. Gauthier replied that the explanation he was offered for
 265 the three years was that faculty need to show continuous improvement because
 266 of SLOs. All written work shall be stored on campus.
 267 Foster stated that these proposed changes would require guidelines or a fact
 268 sheet for faculty.
- 269 • **E-65 task force:** Members met to discuss curriculum processes such as course
 270 and program approval. Curriculum Chair Dan Keller from Harbor developed a
 271 chart and preliminary review of how and why we did things.

- 272 • **Bond Steering Committee:** Gauthier will give a report after they meet next
273 Tuesday.
- 274 • **Discipline Day:** Scheduled for Friday, February 27th at City's Student Union
275 Building.
- 276 • **Spring Summit Event:** It will probably take place toward the end of April.
- 277 • **Baccalaureate Degree:** Gauthier reported that West was selected by the
278 Chancellor, based on guidance from the DAS Exec, to offer a baccalaureate
279 degree in Dental Hygiene. Some trustees are concerned about the cost. Students
280 will have an opportunity to get a Bachelor's degree for a very low cost, although
281 the college could raise the fees for this program. We should hear back from the
282 state Chancellor's office on the 15 selected programs by mid-January
- 283 • **Recording DAS Votes:** Gauthier will develop a tally sheet form to be used by
284 the secretary to record all DAS vote totals for each motion starting with the
285 December DAS meeting.
- 286 • **DE Stakeholders:** Gauthier stated he would like to make this an official DAS
287 subcommittee.

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289 **Treasurer's Report:** Immerblum stated we need to make a recommendation to
290 improve communication between floors at the District Office. After many
291 problems and several months, 0.2 local senate assignments will be paid.

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Meeting was adjourned at 1:25 pm

Minutes submitted respectfully by DAS Secretary Angela Echeverri