

1 **District Academic Senate Executive Committee**
2 **Retreat**

3 **Friday, January 17, 2020**
4 **Los Angeles Valley College**
5 **ACA 1601 and 1801**
6 **MINUTES**

7
8
9 **Attendance**

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary)
City	Michael Kalustian
East	Jeff Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	
Trade	
Valley	Kevin Sanford for Chauncey Maddren
West	
Guests	Francisco Rodriguez (Chancellor), Melinda Nish (Interim Deputy Chancellor), Ryan Cornner (Vice Chancellor, EPIE), David Beaulieu (SEI and Past President), Deborah Harrington (Dean, Student Success), Shannon Krajewski (Pierce), George Leddy (SEI), Josh Miller (GP Coordinator)

10
11 **Board Docs Training (9:15 – 10:15 a.m.) ACA 1801 (Interim Deputy Chancellor Melinda Nish)**

12
13
14 **Call to Order:**

15 President Angela Echeverri called the meeting to order at 10:34 a.m.

16
17 Echeverri thanked Sanford and L. A. Valley College for hosting DAS as well as Interim
18 Deputy Chancellor Melinda Nish for Board Docs training. Echeverri also asked those
19 present to introduce themselves.

20
21 **Approval of the Agenda:**

22 The agenda was adopted as written.

23 (Hernandez/Akl) **M/S/P**

24
25 **Approval of the Minutes:**

26 The minutes of the November 1, 2019 meeting were approved as written.

27 (Hernandez/Akl) **M/S/P**

28

29 **Public Speakers:** None

30

31 **Reports**

32

33 *** Officer Reports**

34

35 *** President**

36 Echeverri reported that she is currently working on the Spring 2020 District Academic
37 Senate (DAS) newsletter, *Academically Speaking*. She has received submissions from
38 most of the colleges, and will contact the senate presidents of the remaining colleges by
39 telephone. Updates and corrections from previously submitted articles will be
40 accepted. The newsletter will contain a cover article on AB 705 and student success.
41 She also announced the passing of long-time senate president from L.A. Harbor College,
42 Susan McMurray. The family is not planning any services, but senators are welcome to
43 write something about Susan in *Academically Speaking*. Beaulieu had been in contact
44 with McMurray, and suggested that Harbor would likely have some commemorative
45 service for her. Those who wish more details or wish to contact Harbor's past senate
46 president June Smith should contact Beaulieu.

47

48 Echeverri continued her report on the latest Board of Trustees meeting, which took
49 place at West L.A. College. The contract of the Vice Chancellor for Educational Programs
50 and Institutional Effectiveness (EPIE) was renewed. The upcoming meeting of the Board
51 Committee on Institutional Effectiveness and Student Success (IESS) will feature AB 705
52 data. Echeverri expressed concerns regarding the preliminary completion data for Fall
53 2019 English and Math classes (pages 44-46 of the packet), and will share more
54 disaggregated data when available.

55

56 She briefly turned the senators' attention to page 68 of the packet (the college
57 graduation honors proposal), and pages 54-68 of the packet (documents under review
58 by the administrator retreat rights task force). Echeverri also announced a tentatively
59 revised charter for the Technology Planning and Policy Committee (TPPC). Miller will co-
60 chair (as the designee of the DAS President). Included in the committee membership
61 will be 3 DAS representatives as well as the Chair of the Distance Education Committee.

62

63 *** 1st Vice President – Equivalency**

64 El-Khoury reported that the Equivalency Committee will commence its Spring 2020
65 meetings on February 10th. He reminded the senators that Discipline Day will be
66 February 28, 2020, at Valley. Registration information will be sent out shortly.
67 Individuals who have supported equivalency during the past academic year and
68 disciplines which have made substantial contributions will be honored on that day. El-
69 Khoury also reported that the Computer Science and Computer Information Systems
70 (CIS) alignment project continues apace. These disciplines are now discussing sub-

71 qualifications, as CIS courses sometimes require networking knowledge. The task force
72 on Career Technical Education Minimum Qualifications (CTE MQ) will meet on January
73 27, 2020.

74

75 *** 2nd Vice President – District Curriculum Committee; eLumen**

76 Atondo reported that the District Curriculum Committee (DCC) will be focused on
77 eLumen, and the migration of curriculum from ECD (the Electronic Curriculum
78 Development System) to eLumen. All colleges must migrate in May. Atondo and
79 District Curriculum Dean Dan Keller are helping new Curriculum chairs. On another
80 matter, Atondo noted that there had been recent Title 5 updates on credit by
81 examination which had been expanded to credit for prior learning. This change has
82 potential impact on our students, especially veterans, who could potentially use military
83 credit in the same manner as Advance Placement (AP) tests are utilized. Karen Daar,
84 Vice President of Academic Affairs at Valley, will get more information.

85

86 Echeverri welcomed LACCD Chancellor Francisco Rodriguez to the meeting.

87

88 *** Treasurer** - none

89 *** Secretary** - none

90

91 *** Professional Development College (PDC)**

92 Brent reported on the Faculty Leadership Institute which will be held at the Van de
93 Kamp Innovation Center from 9 a.m. to 3 p.m. on March 13 and 27, 2020. The DAS PDC
94 will be working collaboratively with the AFT Faculty Guild as well as the LACCD
95 Administration. Members of the DAS Exec who would like to facilitate topics on the
96 tentative agenda are welcome.

97

98 *** Guided Pathways Committee (GP)**

99 Miller reported that there will be a GP Committee meeting this afternoon with a focus
100 on NCII (National Center on Intensive Intervention). A Districtwide development of
101 Guided Pathways will be developed; Districtwide infrastructure will be developed; there
102 will be training next week. The facilitators are part of the BSILI learning community
103 (Basic Skills Initiative Leadership Institute). Miller also announced an upcoming summit
104 on February 21, 2020, which will be focused on counseling, advisement, and
105 onboarding. Thus far, 60 persons have registered. The GP Committee is also involved in
106 conversations related to technology, and website redesign.

107

108 Since an emphasis for the February 21st Summit will be on counseling, and February 28th
109 will be Discipline Day, Echeverri took this opportunity to relay a conversation she had
110 with Michong Park, Counseling Department Chair at L.A. Mission College and Chair of
111 LACCD Counseling Chairs. The concern with the guided self-placement forms is two-
112 fold: 1) Lack of consultation with the counseling faculty (as it is they who will be
113 implementing the process); and 2) The forms are too cumbersome, and the length of
114 time needed to talk each student through them is not an effective use of the counselor's

115 time. Valley's Counseling Department is currently working on a 2-page version of the
116 Guided Self-Placement forms which will be vetted for possible District-wide application.
117 Echeverri recommended a breakout session during Discipline Day for the Counseling,
118 English, ESL, and Mathematics disciplines to meet to review the current Guided Self-
119 Placement forms. Chancellor Rodriguez suggested that Vice Chancellor Cornner could
120 attend in order to discuss possible automation of the forms.

121

122 *** SEI – Sustainable Environment Institute Proposal (George Leddy and David Beaulieu)**

123

124 Leddy referred to pages 18-22 of the packet, which contain a proposed request for
125 budgetary support for a Sustainable Environment Institute. He noted that the LACCD is
126 an important vehicle in developing green curriculum. For example, Pierce articulates
127 with Cal State Northridge regarding their sustainability minor; West has a sustainability
128 Associate's degree. Leddy also reported that the Sustainability Institute, now the
129 Sustainable Environment Institute, has revamped its website (accessible through a link
130 on the DAS website). More faculty are now involved in SEI; newsletters and events are
131 published, going from the global to the local. Participation in SEI could be extra-credit
132 for students and professional development for faculty. It is hoped that the LACCD can
133 better integrate green curriculum with other California Community Colleges, with the
134 California State University, and with the University of California.

135

136 Past DAS President Beaulieu gave some of the history of sustainability in the LACCD,
137 noting that discussions had started in DAS in 2007. The Board of Trustees was very
138 supporting of the initial sustainability Institute, and two Board members at the time,
139 Mona Field and Nancy Pearlman, used to attend the Sustainability Institute meetings.
140 Beaulieu observed that, although SEI is called an "Institute," it is really a DAS committee
141 and, thus, requires resources. The SEI has done a newsletter and website, and is doing
142 a speaker series. However, especially in the current climate, Beaulieu stated that we
143 should be more ambitious, such as working with UCLA or the City of Los Angeles, to
144 study climate change and identify steps to mitigate it. The Committee for Gold Creek
145 (an ecological reserve which is LACCD property) is in the loop, but the site is under-
146 utilized, as is the Southern California Marine Institute. Not all of the colleges participate
147 in sustainability dialogues. In the same way that the LACCD Dolores Huerta Institute
148 infuses labor awareness in the curriculum, SEI could infuse environmental awareness in
149 the curriculum. In order to obtain outside funders, e.g., the Keck Foundation, it is
150 important to show that the LACCD is offering more support. At present, the SEI
151 Curriculum Coordinator is receiving a .2 reassigned time; however, something
152 approaching a 1.0 of District support would be necessary to go to outside funders. One
153 of the suggestions in the proposal would be to put weather air quality stations in all of
154 the colleges; such an action could be a wonderful teaching tool (page 22 of the packet).

155

156 The senators were very supportive of this proposal, and suggested making it a topic at
157 the upcoming Discipline Day. There is an opportunity here for the LACCD to be a
158 national leader. Students are concerned, but need environmental knowledge.

159 Chancellor Rodriguez observed that the DAS will deliberate on this matter, and then
160 forward recommendations. His comments were receptive, noting an eco-consciousness
161 in the LACCD and among the Board of Trustees. For example, the District pursues LEED
162 certification (Leadership in Energy and Environmental Design) in the construction of its
163 buildings, and saves \$2 million per year through the use of photovoltaic electricity
164 generation. Chancellor Rodriguez also noted that Gold Creek is an untapped resource
165 for the LACCD. He also commented on how helpful it would be for students to offer an
166 AD-T (Associate Degree for Transfer) in Sustainability. Echeverri thanked Beaulieu and
167 Leddy for their presentation, and hoped that support for this project would be offered.
168

169 *** Other College, Committees, and Task Force Reports**

170
171 *** E-100: Serving Students with Disabilities (Freitas)**

172 Echeverri thanked Freitas for spearheading this project. Working with Brittany Grice,
173 Director of the LACCD Office for Diversity, Equity and Inclusion, the task force made its
174 recommendations. Grice forwarded the revised draft document to the LACCD Office of
175 General Counsel for legal review. It is anticipated that the draft will be vetted to DAS
176 and other stakeholders during the Spring 2020 Semester.
177

178 *** Board Rule Alignment Project (Freitas)**

179 Echeverri and Vice Chancellor Cornner thanked Freitas for representing the DAS on this
180 project. Cornner noted that the LACCD Board of Trustees does not have an academic
181 freedom statement and that one is needed. Beaulieu reported that he, with Past DAS
182 President Leon Marzillier, had drafted an academic freedom policy based on one
183 endorsed by the AAUP (American Association of University Professors). Echeverri stated
184 that she is currently serving on the Educational Policies Committee for the State
185 Academic Senate, will be forwarding information related to academic freedom to the
186 senators, and will place this item on future DAS agendas.
187

188 Cornner gave an overview of the realignment project, identifying three categories
189 according to the CCLC template (Community College League of California): Board
190 Policies; Administrative Procedures; and Protocols. For example, the detailed language
191 which is in our current Board Rules (such as adding the grade term "EW") will be moved
192 to Administrative Procedures; DAS recommendations for changes to Administrative
193 Procedures would go to the Chancellor instead of to the Board. The DAS should be
194 seeing the proposed changes soon; copies of format changes to the current Chapter IV
195 should be available for the February meeting. Cornner further noted that the changes
196 will likely be ready for Board review in May and June of 2020. Chancellor Rodriguez
197 stated that the Board is supportive of these changes.
198

199 **The meeting of the DAS Executive Committee recessed for lunch at 12:10 and resumed**
200 **at 12:36 p.m.**

201
202 **Discussion Items**

203

204 **Reflection on DAS Goals for 2019-2020**

205

206 Echeverri reviewed the goals contained on page 10 of the packet. Cornner noted that
207 implementing AB 705 with regard to English as a Second Language (ESL) may be more
208 complicated than what was done with English.

209

210 **Update on AB 705 Implementation**

211

212 *** Fall, 2019 Success and Enrollment Data for English and Math Courses**

213 Echeverri reviewed preliminary data on English and Math course success, and observed
214 the plethora of data – over 60,000 data points. She particularly noted drops in Math
215 enrollment.

216

217 *** Update on English, ESL, and Math support**

218

219 Echeverri noted the lack of support at some of the colleges (page 24 of the packet), and
220 voiced concern that support is not being appropriately funneled to augment student
221 success related to AB 705 implementation. She asked the senators to let her and Vice
222 Chancellor Cornner know if there are support gaps at their colleges. Cornner observed
223 that Valley has been using the special funds allocated by the District for AB 705 support
224 very wisely. For some colleges, prompt and appropriate distribution of these special
225 funds has lagged because of business process issues. Only special funding for Fall 2019
226 has been released. Atondo noted that courses in disciplines other than Mathematics
227 meet quantitative reasoning requirements, and enrollment in those courses might be
228 increasing. Cornner referred to a drop rate analysis and drop survey done by the
229 District, and reported that most student respondents cited personal reasons for
230 withdrawing from English and reasons related to the instructor for withdrawing from
231 Math. More disaggregation of data will be done, including by college and student
232 demographics (including DSPS and EOPS). Researchers will also see if dropping English
233 and Math in Fall 2019 affected persistence rates in Spring 2020.

234

235 Many Math courses saw declines in success rates, Echeverri observed. One exception
236 was Math 134, a combined elementary and intermediate algebra math course. The
237 success rate for English 28 (one level below transfer) was similar to the rate for last year;
238 but the success rate for English 101 dropped considerably. Echeverri noted that only
239 three colleges offered English 28 in the fall of 2019 (City, Mission, and Pierce) and
240 suggested colleges that the other six colleges (East, Harbor, Southwest, Trade, Valley,
241 West) might want to reconsider offering the course due to its fairly stable success rate.

242

243 Hernandez noted that there were other variables in Fall 2018 which were not there in
244 Fall 2018. He recommended disaggregation based on race, as worsening equity gaps
245 are possible. Harrington suggested a meeting of tutoring directors to discuss effective

246 practices. She argued against using a deficit model as it adversely affects students'
247 opportunity to succeed.

248

249 Chancellor Rodriguez asked the following questions: 1) Which interventions have been
250 the most effective in helping students succeed? 2) What kinds of professional
251 development do our faculty colleagues need using existing and other resources? (He is
252 happy to support and resource.) 3) What has been the stats and other quantitative
253 reasoning experience?

254

255 Harrington expressed surprise that FTLA (Faculty Teaching and Learning Academy) had
256 the lowest enrollment this year. She postulated initiative fatigue as a reason.

257 Hernandez suggested more dialogue regarding different methods for faculty
258 professional development.

259

260 Harrington reported on conversations among the college deans, vice presidents, and
261 presidents regarding making changes to the way courses are scheduled, including such
262 concepts as short-term class offerings and having a two-year schedule of classes. She
263 referred to “student-centered scheduling” – two eight-week classes in one 16-week
264 semester – which is being done by Amarillo College in Texas. According to Harrington,
265 Amarillo has tripled their completion rates using this format. She also requested an
266 hour during Discipline Day to present these course schedule modifications. Some of the
267 senators thought that Discipline Day would be a good time to reach department chairs.
268 Hernandez noted the efforts which have been put into enrollment management at East
269 L.A. College, but also stressed the importance of good faith conversations between
270 faculty and administration. El-Khoury expressed the need to maintain focus on the
271 disciplines during Discipline Day, and was reluctant to reduce the time allotted for the
272 meetings of the discipline committees. He suggested that enrollment management be
273 reserved for another summit on another day. Anderson recommended that the
274 schedule modification proposal be presented at DAS Exec.

275

276 Owing to the lengthy and substantive discussions on previous agenda items, the
277 following items will be reserved until the next regularly scheduled meeting of the DAS
278 Exec.

279

- 280 • **AB 705 Implementation for ESL in Fall 2020**
- 281 • **AB 705 Data Collection Needs** – previously discussed
- 282 • **Student Placement in Math and English Courses: use of Web form and GSP** –
- 283 previously discussed
- 284 • **Other: Support Courses**

285

286 **Planning for Upcoming Events in 2020**

287

- **Updated 2019-2020 Calendar**
- **Spring 2020 Discipline Day**

288

289 • **DAS Newsletter** – previously discussed
290 • **Guided Pathways**
291 • **Summit**
292 • **Other: LACCD Plenary**
293
294 **Retreat Rights for Administrators** – previously reported
295
296 **E-88 and College Graduation Honors** – previously reported
297
298 **Minimum Qualifications for CTE Faculty: Process for Employment of faculty not**
299 **meeting MQs** – previously reported
300
301 **Guided Pathways Committee Charter and Membership** – previously reported
302
303 **Faculty Diversification**
304
305 **Budget Update: LACCD revised allocation model, college debt, and other**
306
307 **Presentation on Vision Resource Center (Shannon Krajewski) 1:00-2:00 p.m.**
308
309 Echeverri thanked Krajewski for her attendance and her patience in waiting to begin her
310 presentation to the senators. Krajewski reported that Pierce College had begun its work
311 with the Vision Resource Center (VRC) 1 ½ years ago. She gave a quick overview of the
312 online professional development platform, which is supporting the State Chancellor’s
313 Vision for Success. Access to VRC is available via PeopleSoft (the Student Information
314 System) and the SAP portal. Krajewski explained the process to log on and submit FLEX
315 activities. The Vision Resource Center can also be used to schedule and advertise events
316 such as Discipline Day instead of using Event Brite or similar platform. Event
317 coordinators would generate a link, attach files, create a group by position, college, etc.,
318 and re-use that group. Accepted events would go into the user’s Outlook calendar.
319 Miller thanked Krajewski for bringing this valuable resource to the DAS.
320
321 **Upcoming Meetings**
322 **Board Standing Committees:** Wednesday, January 22, 2020, at ESC
323 **District Budget Committee:** Wednesday, January 29, 2020, 1:30 p.m., at ESC
324 **Consultation Meeting:** Tuesday, February 4, 2020, at 2:00 p.m., at ESC
325 **Board Meeting:** Wednesday, February 5, 2020, at Valley
326 **DAS Meeting:** Thursday, February 13, 2020, at Southwest
327 **Discipline Day:** Friday, February 28, 2020, at Valley
328 **ASCCC Area C:** Saturday, March 28, 2020 at Southwest
329 **ASCCC Spring 2020 Plenary:** April 16-18, 2020, in Oakland
330
331 **Adjournment**
332 (Kalustian/Hernandez) **M/S/P**

333 The meeting was adjourned at 2:15 p.m.

334

335 Respectfully submitted by Lourdes M. Brent, DAS Secretary