

District Academic Senate Executive Committee Meeting

Friday, March 8, 2019
Educational Services Center
MINUTES

Attendance

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP: Curriculum), Lourdes Brent (Secretary), Dan Wanner (Treasurer)
City	Dan Wanner
East	Alan Khuu for Jeff Hernandez
Harbor	
Mission	Deborah Paulsen
Pierce	Margarita Pillado for Anna Bruzzese
Southwest	Robert Stewart
Trade	
Valley	Josh Miller
West	Holly Bailey-Hofmann
Guests	

Call to Order:

President Angela Echeverri called the meeting to order at 9:41 a.m.

Approval of the Agenda:

The agenda was adopted as amended
(Khuu/Miller) **M/S/P**

Approval of the Minutes:

The minutes were approved as written
(Pillado/Stewart) **M/S/P**

Public Speakers: None

Action Item

Membership of DAS Guided Pathways Committee

(Pillado/Echeverri) **M/S/P**

Echeverri reviewed a draft of the composition of the Guided Pathways (GP) Committee. She noted similarities with the District Curriculum Committee (DCC) because both committees would include faculty representatives from each college as well as

31 administrative and other resource persons. Miller recommended that the Dean of
32 Student Success and Institutional Effectiveness be the designated co-chair. He will act
33 as faculty co-chair. A member of the counseling faculty, appointed by the District
34 Counseling Chairs, will serve as a resource person. The consensus was that this effort be
35 faculty-led. The members of the GP Committee will write the committee charter.

36

37 **Math Competency Resolution**

38 **Postponed**

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40 Echeverri reported that Bamdad Samii, Math faculty member at L.A. Mission College,
41 will postpone the resolution pending anticipated changes to Title 5 related to math
42 competency in light of AB 705. She expressed concern that students are being denied
43 graduation over the math competency issue. According to the current board rules, if a
44 student is placed in transfer-level math, they are deemed to have met math
45 competency for local degrees not requiring completion of a transfer-level math course.
46 However, it has been reported that some graduation technicians are denying
47 applications for graduation based on perceived non-completion of math competency.

48

49 Atondo recommended waiting until changes to Title 5 are final before making the
50 appropriate Board Rule revisions. If it is decided that verification of students passing
51 intermediate algebra in high school is required, then CalPASS will solve much of this
52 issue since high school records will be available electronically.

53

54 **Discussion Items**

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56 **Agenda for DAS meeting on 3/14/2019 at East**

57

58 Echeverri will send out the agenda electronically. She noted many action items,
59 including updates and revisions to various administrative regulations (E-64, E-65, E-93,
60 E-101, and E-123), and the composition of the GP Committee. Atondo observed that
61 today, DCC will consider the Computer Science/Computer Information re-alignment
62 matrix as an action item. It will be included as an action item at the March meeting of
63 the District Academic Senate (DAS). Noticed motions will include revisions to Board
64 Rule 6700 and the addition of the Excused Withdraw (EW) symbol, and a resolution on
65 the evaluation of curriculum outside the Los Angeles Community College District
66 (LACCD).

67

68 Echeverri announced that elections for DAS Officers will take place on Thursday, May 9,
69 2019 – time certain at 2:00 p.m. at the DAS meeting held at L.A. City College.
70 Hernandez, Gaines, McDermott, and Miller are on the Nominations and Elections
71 Committee. The Committee will send out the elections announcement as soon as
72 possible; candidates' statements are due two weeks prior to the May meeting.

73

74

75 **Guided Pathways**

76

77 Miller reported on a meeting held by the GP Coordinators and announced an upcoming
78 meeting on May 17, 2019 at L.A. Harbor College. The ListServ will be up and running
79 next week. He is anticipating that this ListServ will be a centralized place of
80 communication for items related to guided pathways. Also in the works is a Canvas
81 page. Paulsen announced that Los Angeles and Orange County Guided Pathways
82 Regional Coordinator Natalie Nagthall sent out a form that went to the college
83 presidents.

84

85 **Planning for Spring 2019 and beyond**

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87 *** DAS Spring, 2019 Newsletter**

88 Echeverri reported that some contributions had been received, but that others were
89 pending. She encouraged all senate presidents to send their college news summaries as
90 soon as possible. Other contributions are also being accepted.

91

92 *** Spring 2019 ASCCC Plenary**

93 Echeverri encouraged Plenary-goers to turn in their conference forms to Wanner.

94

95 *** DAS Elections 2019-2021**

96 Previously announced

97

98 *** DAS Access and Training for Board Docs**

99 Echeverri announced a system which boards of trustees use to post minutes, agendas,
100 and related documents. The system is called Board Docs, and the LACCD bought the
101 premium packet. Echeverri attended a presentation. It permits “real time” minutes,
102 and can be used as a voting tool. Interim Deputy Chancellor Melinda Nish is working
103 with the LACCD Board of Trustees to implement this system first; then it will roll out to
104 DAS (and interested related committees); and later to the local senates. The first Board
105 use will be at the Board Standing Committees meetings on March 20, 2019, and then at
106 the Board meeting in April. Technically, it could allow for remote voting and remain in
107 compliance with the Ralph M. Brown Act. It is anticipated that this system will be made
108 available to all Brown Act committees; training will likely occur this summer.

109

110 *** Cornerstone Professional Development Platform**

111 Miller reported on its use for faculty and staff. Training invitations went to the
112 professional development coordinators at all of the colleges; Shannon Rohrer from
113 Pierce did the training. Cornerstone can also be used to report FLEX credit for all faculty
114 members. Miller observed that professional development remains decentralized and
115 recommended that DAS institute centralized coordination of professional development
116 at the district level. All of the colleges will be receiving Cornerstone in three months. A
117 district-level coordinator could put district-related items in Cornerstone.

118

119 Pillado noted that there is professional development for faculty, but that it is sometimes
120 lacking for classified staff. This has been an accreditation issue. Echeverri observed that
121 the reassigned time has been inconsistent for professional development coordinators at
122 the colleges. Senate presidents are urged to send updates on the reassigned time of
123 their professional development coordinators to the DAS Secretary.

124

125 *** Consultation schedule**

126 Echeverri reported that all consultations with the Chancellor have been moved to
127 Tuesdays. Unfortunately, that day conflicts with the schedules of some of the local
128 senate presidents. She will try to make changes for the next academic year.

129

130 *** Update for District Discipline Day**

131 Pillado recommended that the dates to Discipline Day and other DAS-related events be
132 regularized to facilitate planning for all faculty.

133

134 **Budget Update**

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136 *** Allocation Model**

137 Echeverri recalled that the district was anticipating an additional \$17 million in revenue,
138 and that the DAS had passed a resolution recommending that those extra monies be
139 allocated to support student success via tutoring and other forms of supplemental
140 instruction in light of AB 705. However, Vice Chancellor of Finance and Resources
141 Robert Miller indicated that we might not be receiving that additional funding because
142 of a miscalculation on the part of the state (funding needed to implement the new
143 Student-Centered Funding Formula [SCFF], and less projected state revenue anticipated
144 due to reduced property tax revenues). The Executive Committee of the District Budget
145 Committee (ECDBC) is working on an allocation model. It will then be discussed with the
146 District Budget Committee (DBC). The issue of ongoing college debt has been discussed.
147 These topics will also be discussed by the Chancellor's Cabinet.

148

149 *** College debt**

150 Stewart was concerned that L.A. Southwest College can hardly operate with its
151 apportionment as well as pay back the debt that it owes. Another mechanism must be
152 found as this model was unsustainable for this college. Echeverri reported that some
153 debt relief is anticipated.

154

155 **Guided Pathways**

156

157 *** Design Retreat Report**

158 Miller reported that comments were generally positive. The participants wanted to
159 explore commonalities and be productive. Khuu is looking forward to reports from the
160 GP Coordinators to DAS. The Exec voiced support that these efforts be faculty-led.
161 Miller believes that information needs to be disseminated as a district.

162

163 * **Next Steps**
164 Previously reported

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166 **AB 705 Implementation**

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168 * **SIS Messages on Competency and Placement**
169 Echeverri will inform Vice Chancellor for Educational Programs and Institutional
170 Effectiveness Ryan Cornner that the messages on competency and placement have been
171 approved.

172
173 * **Support recommendations for English, ESL, and Math**
174 Echeverri attended the English Discipline Committee meeting at the March 1st District
175 Discipline Day, and received a good list of recommendations for support courses for
176 students from the English discipline. She was unable to obtain such lists from the ESL
177 (English as a Second Language) or the Mathematics discipline committees.

178
179 As support courses, many English departments are offering English 72 (1 unit); some are
180 offering English 104 (3 units). East Los Angeles College is offering English 104, Reading
181 101 (3 units), and ESL 10 (3 units); they are not offering 1-unit support courses.
182 Echeverri did encourage English to offer more options and to explore the possibility of
183 laboratory instead of lecture classes. The concern is that students will not have
184 sufficient time or resources to take 6 units of English, and will find adjoining
185 colleges/districts where they can complete their English classes within a shorter time
186 frame. She observed that East has shown a decrease in enrollment this semester. Such
187 courses would take up much of a student's time and financial aid, and will have
188 repercussions related to the Student-Centered Funding Formula.

189
190 Echeverri is also concerned that reading and writing centers are cutting back on their
191 hours, and believes that the DAS should advocate for the reduction of class sizes for
192 English. The Board of Trustees has expressed its support for tutoring, supplemental
193 instruction, and other supports for student success in response to AB 705, and may be
194 willing to go into the district reserves if needed. Echeverri will reach out to Math
195 faculty.

196
197 **Future Projects**

198
199 * **E-Regulation on Disabled Students (E-100)**
200 Echeverri noted that this administrative regulation needs to be revised, especially in
201 light of AB 705. More volunteers are needed for the task force to work on necessary
202 revisions. Pillado observed that there is a district-wide pool of interpreters but, when
203 that pool was exhausted, one needed to go to outside agencies, but only with district
204 approval. The necessity for E-100 revision will be placed on the consultation agenda.

205
206

207 * **Administrator Retreat Policy**
208 Echeverri directed the Exec’s attention to Education Code §87458 and §87732, which
209 refer to administrator retreat rights as well as dismissal from employment. An LACCD
210 version of the Academic Senate for California Community Colleges (ASCCC) policy was
211 submitted to the Chancellor during the last consultation.

212
213 * **Guidelines for Excused Withdrawal**
214 These EW guidelines will be noticed for the next DAS meeting.

215
216 * **Update on Personnel Commission, CDC Faculty and Counselors**
217 Echeverri reported that the Personnel Commission was trying to replace both student
218 workers and Child Development Center faculty with classified employees at the CDCs.
219 Many public speakers were at the March 6, 2019 Board of Trustees meeting in support
220 of the CDCs and their faculty. In a related matter, Admissions and Records graduation
221 evaluators were evaluating coursework taken outside the LACCD for the purpose of
222 processing graduation applications. However, curriculum is the purview of the faculty
223 and, thus should be reviewed by counseling faculty and articulation officers. There will
224 be a follow-up meeting on April 8, 2019.

225
226 **College Reports and Issues**

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228 * **Administrative Vacancies and President Searches**
229 Echeverri reported that an announcement of a new college president for Pierce was
230 anticipated shortly.

231 * **Update on Los Angeles Trade-Technical College**
232 Echeverri reported that there were approximately 50 public speakers at the March 2019
233 Board of Trustees meeting held at Trade-Tech. Many expressed support for the district
234 Child Development Centers and their faculty. Others expressed concerns over reported
235 harassment of custodians at Trade. Still others voiced their support or lack of
236 confidence in Trade’s college president and vice president.

237
238 **Other Items**

239 None

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241 **Reports**

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243 **Officer Reports**

244 **President – Echeverri**

245 Having made most of the relevant announcements, and in the interest of time,
246 Echeverri made no additional report.

247
248 **First Vice President – El-Khoury**

249 * Equivalency Committee – Nothing pending

250 * TPPC – El-Khoury reported that Huron conducted a focus group which received
251 feedback from all of the colleges. The district email will be migrating to the cloud; the
252 migration date has been set for a date during Spring Break. El-Khoury objected to this
253 date, noting that it would be problematic to both faculty and students who were on
254 Spring Break, especially since it coincides with the beginning of 8-week classes. The
255 district responded that its migration date was firm.

256

257 **Second Vice President – Atondo**

258 *** District Curriculum Committee**

259 Atondo reviewed action items and noticed motions – previously reported.

260

261 **Treasurer – Wanner**

262 Wanner has processed paperwork for Plenary attendees which has already been
263 submitted, and encouraged Plenary attendees who have not yet submitted their
264 paperwork to do so as soon as possible.

265

266 **Secretary – Brent**

267 Brent will update the list of reassigned time when she receives updates from the senate
268 presidents. She will also forward DAS attendance lists and the DAS bylaws to the
269 Nominations and Elections Committee.

270

271 **Standing Reports**

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273 **a. Professional Development College**

274 In the interest of time, Brent postponed her report until the March DAS meeting.

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276 **b. DBC/ECDBC**

277 No report – Hernandez not present

278

279 **c. College and/or Committee Reports**

280 Khuu observed that faculty members are required to receive EEO training in order to sit
281 on a faculty hiring committee. However, such training is sometimes difficult to find. He
282 wondered if it would be possible to do online training. Echeverri responded that this
283 question will be placed on the next consultation agenda. Brittany Grice is the new EEO
284 for the district.

285

286 **Other Committees and Task Forces:**

287 **Enrollment Management**

288 **Disabled Students**

289 **Title IX**

290 **Institutional Review Board**

291

292 **Future Projects:**

293 **Interdisciplinary Student Success Course**

294 **LACCD Shared Governance Consultation processes**

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296 **Upcoming Meetings**

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298 District Budget Committee: Wednesday, March 13, 2019

299 DAS Meeting: Thursday, March 14, 2019 at East

300 Board Standing Committees: Wednesday, March 20, 2019 at ESC

301 Area C Meeting: Saturday, March 23, 2019 at Citrus College

302 Board Meeting: Wednesday, April 3, 2019 at Valley

303 ASCCC Spring Plenary: April 11-13, 2019

304

305 **Adjournment**

306 (Pillado/Bailey-Hofmann) **M/S/P**

307 The meeting was adjourned at 11:59 am

308

309 Respectfully submitted by Lourdes M. Brent, DAS Secretary