

District Academic Senate Executive Committee

Friday, February 4, 2022

9:30 a.m. to 12:00 p.m.

Zoom URL: <https://lacc.zoom.us/j/95616814755>

Meeting ID: 956 1681 4755

MINUTES

Attendance

	Present
Officers	Angela Echeverri (President), Anna Nicholas (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), John Freitas (Parliamentarian)
City	Mickey Hong
East	Jeffrey Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	Naja El-Khoury
Trade	Marvin DaCosta
Valley	Chauncey Maddren
West	Patricia Zuk
Guests	Ryan Cornner (Vice Chancellor EPIE), Jessica Drawbond (LACCD DE Coordinator), Daniel Keller (Dean, EPIE)

Approval of Resolution on Teleconferencing:

Resolution on Conducting District Academic Senate (DAS) Executive Committee Public Meetings via Teleconference from February 4, 2022 through March 4, 2022
(Akl/Nicholas) **M/S/P**

Call to Order:

District Academic Senate President Angela Echeverri called the meeting to order at 9:31 a.m.

Approval of the Agenda:

The agenda was adopted as amended: *Remove Action Item #4; revise Discussion Item #6 as follows – “State of Credit for Prior Learning in LACCD”*
(Nicholas/Akl) **M/S/P**

Approval of the Minutes:

29 The minutes of the January 21, 2022 meeting were approved as revised: “Nicholas
30 announced that the ~~Equivalency Committee~~ AP 7211 work group will meet on January
31 24, 2021...”

32 (Akl/Nicholas) **M/S/P**

33 **Abstain:** Maddren

34

35 **Public Speakers:**

36

37 Ryan Cornner, LACCD Vice Chancellor of Educational Programs and Institutional
38 Effectiveness (EPIE) submitted the credit for prior learning (CPL) report to the State last
39 January as required. The California Community Colleges Chancellor’s Office (CCCCO)
40 sent the LACCD a letter stating that the report was incomplete. The District is working
41 with the CCCCCO to update the report with the assertion that the CPL policy will be in
42 college catalogs. Daniel Keller, LACCD Dean of Educational Support Services, will
43 develop a draft of standardized CPL language which can be used in college catalogs. The
44 relevant Administrative Procedure (AP 4235) was posted on March 5, 2021. Cornner
45 noted that colleges need not have a printed catalog, but a link can be put in a virtual
46 catalog. The Title 5 citation is in Section 55050(a):

47

48 *“The governing board of each community college district shall adopt and publish*
49 *policies pertaining to credit for prior learning. The policies shall be transparent and*
50 *accessible to all stakeholders, published at least in college catalogs. Procedures for*
51 *students to attain credit for prior learning shall include, but not be limited to, credit*
52 *by examination, evaluation of Joint Services Transcripts, evaluation of student-*
53 *created portfolios, evaluation of industry-recognized credential documentation,*
54 *and standardized exams.”*

55

56 Echeverri talked about a new proposed bill AB 1705 (Irwin), discussed at the Board’s
57 recent Legislative and Public Affair Committee. [AB 1705](#) is follow up legislation to AB
58 705, which would further prevent colleges from being able to offer pre-transfer-level
59 courses in English and Mathematics. If passed by the legislature, AB 1705 *would require*
60 *a community college district or community college, by July 1, 2023, to place and enroll all*
61 *new and continuing United States high school graduate students and those who have*
62 *completed a GED into transfer-level English and mathematics, with specified exceptions*
63 *for mathematics placement.*

64

65 Echeverri argued that further limiting math and English course offerings at this time
66 would be detrimental to enrollment, student success, and moving forward with the
67 ongoing pandemic. She reported that she urged the LACCD Board of Trustees and
68 Chancellor Rodriguez to oppose the bill as written, stating it would severely impact the
69 District’s ability to serve all students. Echeverri suggested that additional conversations
70 are needed regarding how to respond to AB 1705 as a senate and a district.

71

72 Zuk spoke about the difficulty in getting funding for Labster approved at West. (Labster
73 provides learners with realistic virtual lab simulations.) As a result, faculty and students
74 at West do not have Labster software available this semester. This fact has led to the
75 bigger issue that the Distance Education (DE) committee is discussing, i.e., a streamlined
76 process for the identification and procurement of educational software.

77
78 Cornner recommended sending him inquiries to resolve misunderstandings related to
79 educational software, even if terms and conditions and the LACCD Office of General
80 Counsel are being invoked by the vendor. Holdups could be related to personally
81 identifiable information in the system, or if the EEAAPs (Equally Effective Alternative
82 Access Plans) are different. More District help should be available in 3-4 months when
83 additional staff members, including accessibility specialists, are hired. The general
84 philosophy of software funding in the LACCD is to identify and purchase software if all
85 colleges are using it. If software is unique to a college or colleges, then each college will
86 require its own contract.

87
88 Freitas noted that AP 2510, participation in local decision-making, incorporates the
89 shared governance and collegial consultation references included in Title 5. Cornner
90 referred to Chancellor's Directive 70 from 1996, and observed that AP 2510 is an
91 attempt to define processes so that there is a concrete venue for when there are
92 disagreements. On the subject of Discipline Day, on March 11, 2022, Cornner will
93 contact the LACCD Board of Trustees and also recommended the vice president at
94 Amarillo College as a possible keynote speaker.

95
96 Regarding Discussion Item #10 related to accreditation, Cornner offered that
97 accreditation attaches to the colleges. From the District perspective, a very broad
98 procedure related to the role of EPIE as liaison to the colleges and the ACCJC
99 (Accrediting Commission for Community and Junior Colleges) can be drafted. Board
100 Policies and Administrative Procedures on program review are not included in the CCLC
101 (Community College League of California) model. The California Code of Regulations
102 Title 5 does state that biennial program reviews for CTE (Career Technical Education)
103 programs should go to the Board of Trustees. The Board will be reviewing some BPs
104 (Board Policies) related to Chapters 2 and 3; some Chapter 7 APs (Administrative
105 Procedures) may have to re-reference HR Guides.

106

107 **Action Items**

108

109 **1. Approve revisions to AP 4230, Grading and Academic Record Symbols, for notice at**
110 **2/10/22 DAS**

111 (Hernandez/Zuk) **M/S/P**

112

113 Freitas reported that the Board of Governors had just approved Title 5 sections
114 pertaining to the above.

115

116 **2. Approve new AP 4250, Probation, for notice at 2/10 DAS**
117 (Zuk/DaCosta) **M/S/P**

118
119 Freitas noted that the related Board Rule had been repealed, and that this AP also
120 reflects recent changes to Title 5. Some suggested new language refers to not
121 dismissing a student if he/she has a GPA of 2.0 in his/her 3rd semester on probation.
122 There is a similar recommendation for students on progress probation. Colleges have
123 the option of being more lenient than the revised Title 5, but students will still lose their
124 fee waiver (California College Promise Grant) in their 3rd semester on probation.

125
126 **3. Approve new AP 4255, Dismissal and Readmission, for notice at 2/10/22 DAS**
127 (Hernandez/Anderson) **M/S/P**

128
129 Freitas explained that revisions were made to comply with changes to Title 5. Echeverri
130 will ask at consultation about any inconsistencies in the business practices at the
131 colleges related to implementation of progress or academic probation.

132
133 **4. New Administrative Procedure AP 5210, Transfer Centers, for notice at 2/10/22 DAS**
134 **- *Previously voted on and pulled from today's agenda***

135
136 **5. District Software Budget Fiscal Year 2022-2023 for notice at 2/10/22 DAS – from**
137 **Online Education and Academic Technology Committee**
138 (Akl/Maddren) **M/S/P**

139
140 Drawbond reported that the budget list contains software which is being used by all of
141 the 9 colleges in the LACCD. SoftChalk can be used to build syllabi on Canvas; the State
142 will continue to pay for Canvas Studio until June 30, 2022. Labster has a per-user cost.
143 Faculty may make requests to college committees or senates, and the requests are
144 forwarded to the Online Education and Academic Technology Committee. Instead of
145 requests by individual faculty members, a better approach might be that such software
146 requests be made by the District discipline committees for their disciplines.

147
148 **6. Subject to Discipline Crosswalk for notice at 2/10/22 DAS**
149 (Nicholas/Akl)

150 **MOTION: *Postpone action until the next meeting of the DAS Executive Committee***
151 (Hernandez/Maddren) **M/S/P**

152
153 Echeverri noted that the subject to discipline crosswalk is a document used by Human
154 Resources (HR) when making faculty assignments. This crosswalk has subjects linked
155 back to disciplines and their applicable MQs. This list needs to be widely vetted,
156 especially so that the senates may include input. Recommended changes, especially
157 placing courses in disciplines, would go to the District Curriculum Committee (DCC) for
158 approval. Questions related to whether or not an instructor would meet the minimum
159 qualifications to teach the course would go to the Equivalency Committee.

160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200

Noticed Items

1. Administrative Procedure AP 7211 – Faculty Service Areas, Minimum Qualifications, and Equivalencies

Nicholas reported that a work group had met twice. Proposed changes are intended to reflect the current equivalency process, and to define what is a subject versus a discipline. Keller answered questions regarding the crosswalk. The Taxonomy of Programs codes (TOP Codes) have nothing to do with minimum qualifications (MQs), but a list of TOP Codes is currently being used as an indicator, partly for the convenience of finding courses. Correct Subject and Discipline tabs should be exclusive. Each individual course can be mapped separately. Maddren offered a distinction between Music and Commercial Music in terms of content and MQs and linked that observation to TOP Codes.

Discussion Items

1. Planning for:

- **DAS Committee membership: Online Education and Academic Technology, Bond Steering, Transfer, Articulation, and Student Services task force, and others**
- **DAS Academically Speaking Newsletter**
- **2021-2022 Calendar**
- **Spring 2022 Discipline Day: Theme and Proposed Date (March 11, 2022)**
- **Collegiality in Action ASCCC Technical Assistance Visit**
- **LACCD Joint Summit**

Echeverri discussed the review of committee membership as well as the publication of the DAS newsletter *Academically Speaking* this spring. Nicholas reported on the proposed agenda of Discipline Day scheduled for March 11, 2022. At present, the discipline committees are scheduled to meet from 12:30 to 1:30.

2. DAS Goals and Challenges for 2022-2023

Echeverri urged having conversations about legislation, especially AB 1705 and AB 705.

3. Update on COVID-19 Pandemic and Return to In-Person Instruction, Services, and Brown Act Meetings (BP 2900 and AB 361)

201 Echeverri reported that the LACCD Board of Trustees approved revisions to BP 2900 in
202 January, which revised the definition of “fully vaccinated” against COVID-19 to include
203 booster shots as follows:

204

205 *A District employee or student will be considered to have been “Fully Vaccinated” if*
206 *the person receives both the initial COVID-19 Vaccine inoculation(s), and any and all*
207 *“booster” inoculations, recommended by state or local health officials.*

208

209 Echeverri added that due to the recent omicron surge, over 1,100 LACCD employees and
210 students had reported testing positive in January of 2022. In addition to providing on-
211 site PCR testing for employees and students, the District is also purchasing a large
212 number of rapid antigen tests for individuals who contracted COVID-19 over the last 90
213 days. These individuals are not advised to take the more sensitive PCR test because
214 they are likely to test positive without being infected. At present, the Board continues to
215 meet remotely because of the COVID Omicron surge. Enrollment in different
216 instructional modalities suggests many students are still reluctant to return to in-person
217 classes. In Spring 2022, roughly sixty percent of classes are online versus 40% in-person
218 enrollment. The fill rates for online classes were almost double those of in-person and
219 hybrid classes.

220

221 **4. Holistic revision of the bylaws and next steps regarding prior noticed proposals to**
222 **revise committee sections**

223

224 **MOTION: *Extend meeting for 15 minutes***

225 (Brent/Hernandez) **M/S/P**

226

227 Freitas noted that a work group is looking globally at the DAS Constitution and Bylaws.

228

229 Due to the lateness of the hour, the following agenda items were not discussed or were
230 discussed only briefly.

231

232 **5. AP 2510, Participation in Local Decision-Making** – previously discussed

233

234 **6. Revisions to AP 5235, Credit for Prior Learning** – previously discussed

235

236 **7. DAS workgroups for Administrator Retreat Policy, Noncredit Course and Programs**
237 **Philosophy and Guidelines** – no updates

238

239 **8. DAS Statement on the Requirement for Faculty to be certified per LACCD Policy to**
240 **Teach Online and Instructional Choices for Faculty**

241

242 **9. Board Rule BR 6801: Program Review and BR 6802: Biennial Vocational Program**
243 **Review – Repeal or Replace?**

244

245 **10. BP 3200 Accreditation, BP 3225 Institutional Effectiveness, BP 3250 Institutional**
246 **Planning**

247
248 **11. Review of Administrative procedure AP 4021 – Program Viability**

249
250 **12. Implementation of Legislation:**
251 • [AB 1111](#) (Common Course Numbering)
252 • [AB 928](#) (Student Transfer Reform Act of 2021)
253 • [Memo](#) on Veterans’ Healthcare and Benefits Improvement Act

254
255 Echeverri announced that faculty are needed to work on the implementation of AB
256 1111, and that there is money in the Governor’s proposed budget for that purpose. This
257 will be a topic at the next consultation meeting.

258
259 **13. Other Concerns: Items from the floor, AB 705 Outcomes for 2020-2021,**
260 **Recommendations to Address Learning Loss, DAS Awards for Racial Equity and Social**
261 **Justice Advancement**

262
263 **Reports**

264
265 • **Officer Reports**

266
267 **President**

268
269 **1st Vice President**

270
271 **2nd Vice President**

272
273 **Treasurer** – submitted electronically

274
275 **College Senate Presidents**

276
277 • **Other Reports:**
278
279 • **TPPC**
280 • **Academic Technology**
281 • **Professional Development College**
282 • **Hard-to-convert courses**
283 • **DE Training Workgroup**
284 • **Guided Pathways**
285 • **Others**

286
287 **Upcoming Meetings:**

288
289 **LACCD Board Meeting:** Wednesday, February 2, 2022 – Zoom
290 **District Budget Committee:** Wednesday, February 9, 2022 – Zoom
291 **DAS Meeting:** Thursday, February 10, 2022 – Zoom
292 **Consultation:** Friday, February 15, 2022 – Zoom
293 **Board Standing Committees:** Wednesday, February 16, 2022 – Zoom
294 **DAS Executive Committee:** Friday, March 4, 2022 – Zoom
295 **DAS Meeting:** Thursday, March 10, 2022 – Zoom
296 **ASCCC Accreditation Institute:** February 24-26, 2022 – Hybrid
297 **ASCCC Spring Plenary Session:** April 7-9, 2022 – Hybrid
298 **District Summit:** Postponed – Zoom
299
300 **Adjournment**
301 (J. Hernandez/Brent) **M/S/P**
302 The meeting was adjourned at 12:12 p.m.
303
304 Respectfully submitted by Lourdes M. Brent, DAS Secretary