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DAS Exec Minutes
ESC 7th Floor Conference Room
Friday, September 5, 2014

Attending: Don Gauthier, David Beaulieu, Elizabeth Atondo, Angela Echeverri, Alex Immerblum, Deanna Heikkinen (Valley), April Pavlik (City), Wally Hanley, Kathy Oborn, Susan McMurray, and Leslie Milke

Call to Order: Gauthier called the meeting to order at 10:25 am.

Approval of Agenda: The agenda was approved (Oborn/Echeverri MSU). Immerblum added discussion of additional 0.2 assignments for the local academic senates.

Approval of Minutes: Approval of the minutes of 6/26/2014 was postponed to the following meeting.

Old Business

191. Adult Education (Ed) Meeting: Gauthier announced there would be a meeting of LACCD and LAUSD administrators and faculty to discuss the future of Adult Education due to passage of Assembly Bill 86. The group will meet at the District's Van De Kamp Center on Friday 9/12/14 from 9 am to 12 pm. Beaulieu reported that he also met with East President Marvin Martinez to discuss the LACCD's (and DAS) possible role in Adult Ed. He mentioned that funding figures for the program range from \$1 Billion statewide to \$1.75 Million for planning in the LACCD Adult Education Consortium. The total Assembly Bill 86 Consortia Award allocation for all 72 California Community College districts is approximately \$22.5 M. He recounted that two years ago, Governor Brown suggested the California Community Colleges take over Adult Education for \$300 Million, a fraction of what the state was spending at the time.

There are five Adult Education areas that are currently being offered through the K-12 system:

1. Basic Skills
2. ESL/Citizenship: Typically low level noncredit ESL
3. Education Programs for Adults with disabilities
4. Short-Term Career Technical Education (CTE) Programs
5. Programs for Apprentices

Beaulieu stated that decisions have to be made fairly quickly; the Consortium needs to come up with a plan by October 31st. One option suggested was to make a long-term plan, i.e.: the District would take over Adult Education in four to five years. Furthermore, the plan could be limited to certain areas; i.e. the District would take over areas 2 and 4 above, not 3 and 5, and share area 1. The 9/12/14 meeting will include an overview, general discussion of the timeline, funding, tentative plans and

47 breakout sessions for each of the five areas. Gauthier speculated that Trade, East,
48 and City would probably have the biggest Adult Education numbers due to the five
49 areas mentioned above.

50

51 DAS members expressed several concerns about the LACCD taking on Adult
52 Education, including lack of adequate DAS involvement in the discussion and
53 planning stages, curriculum development, instructional space, wages, very low
54 student preparation levels, and a radical change in the college system's mission.
55 Beaulieu replied that Sacramento could insist on such a radical change. He added
56 that San Diego, San Francisco, and Sacramento Community College Districts have
57 very large Adult Education programs. Immerblum stated that the transition of Adult
58 Education from K-12 to the colleges has to be seamless. He did not agree the District
59 had to offer programs all five areas. Beaulieu added we don't want to be distracted
60 from our current mission, because we are going to take on a very different group of
61 students.

62

63 McMurray asked about external sources of funding for CTE, ESL, apprentice
64 programs, and Basic Skills and inquired where colleges would get additional
65 funding. Gauthier and Beaulieu suggested our position should be to advocate a
66 longer-term plan: phase it in over 5 or 10 years. The other problem is the
67 magnitude of the need to address illiteracy given our service areas with low literacy
68 rates. Immerblum, Beaulieu, Atondo and others suggested starting with short term
69 CTE.

70

71 **2. Presidential Evaluation:** Gauthier reported that Joanne Waddell and he received
72 a report on the comprehensive evaluations of college presidents. It is clear that both
73 the evaluation process and instrument need to be improved. Beaulieu expressed
74 concern that under the current process, college presidents had the ability to pick
75 five out of the seven faculty members that would evaluate them (aside from the
76 senate and union presidents). He added that in the past, the academic senate and
77 AFT selected the individuals who evaluated the presidents.

78

79 **The following motion was proposed:**

80

81 ***Faculty representation on presidential evaluation committees should be***
82 ***selected by faculty leadership, with the exception of one (Immerblum/Milke***
83 ***MSU)***

84

85 This topic will be on the agenda at the next DAS and consultation (Monday,
86 September 22nd at 3-5 pm) meetings. Gauthier stated he would also like to review
87 the evaluation instrument. He reported that the following administrators would be
88 evaluated in Spring of 2015: Deputy Chancellor Adriana Barrera, President Burke
89 (Pierce), President M. Martinez (East), President R. Martinez (City), General Counsel
90 Camille Goulet, President Frank (Trade), and Vice Chancellor Romano (Human
91 Resources).

92

93 **3. Student Success Efforts:** Gauthier reported that interim Vice Chancellor Kimble
94 agrees with the DAS consensus that Dean of Student Success Harrington should
95 spend more time focusing on LACCD projects. Harrington will come to the upcoming
96 DAS Summit and Gauthier will invite her to Executive and DAS meetings. Gauthier
97 stated he would like the DAS to approve a resolution to focus on the following three
98 areas:

- 99
- 100 • Math/English acceleration
 - 101 • Counseling/first year experience
 - 102 • Embedded or dedicated tutoring (not necessarily expensive as Supplemental
103 instruction)
- 104

105 Beaulieu expressed concern the District's discussion on Student Success is too
106 vague. He argued the DAS should bring up its concerns about the lack of
107 coordination of Student Success efforts. McMurray stated there seems to be a total
108 lack of regard with what is going on at the campuses and cited the ill-timed three-
109 day Board retreat at Malibu the first week of the semester. Immerblum discussed
110 the lack of programs to help community college faculty develop effective teaching
111 skills. McMurray stated that CSU Dominguez Hills offers an 18-unit certificate
112 program for faculty to become better teachers. Gauthier announced the Faculty
113 Teaching and Learning Academy (FTLA) would be at the Van De Kamp Center this
114 year and would be accepting applications shortly.

115

116 **New Business**

117

118 **1. Process for selecting a 4-year degree from District:** Gauthier reported there is
119 a state pilot program in which 15 or 18 California community college districts would
120 be selected to offer bachelor's degrees. None of our colleges will be in this initial
121 group.

122

123 **2. District-wide Food Vendor and Impact on Culinary Vendors:** Gauthier
124 circulated and discussed a report titled "*Los Angeles Community College District Food
125 Program Assessment*" dated February 26, 2014 authored by Jerry Throener, a
126 consultant who is also a senior district manager for a food service firm called
127 Aramark. The District has formed a task force to review the performance of culinary
128 vendors at the colleges. The report lists common goals of the culinary vendors
129 below:

- 130 • Break even financially
 - 131 • A quality service and product for students
 - 132 • Fast service
 - 133 • Food safety
 - 134 • Students, faculty and staff want to eat there
- 135

136 The report listed three options under consideration:

- 137 1. Continue operating as silos at each college

- 138 2. Hire a food services specialist to manage the food service from a District
 139 enterprise level-the money would not go to the campuses.
 140 3. Outsource it all to a contracted single source Food Service provider

141
 142 Gauthier stated that the third option seems to be the only one being seriously
 143 considered. He has already met with the AFT chapter President Waddell and the
 144 campus AFT reps from the three colleges that have culinary programs: Trade,
 145 Mission, and Harbor. Trustee Svonkin has taken a special interest in this cause.
 146 Milke reported that the food service enterprise at Mission had become very
 147 unwieldy and was distracting faculty from the academic program. Gauthier argued
 148 that the DAS position needs to be that we are going to lose culinary lab/classroom
 149 space and training opportunities for the culinary programs. An external provider
 150 would take over the existing culinary space and equipment. There have been
 151 complaints that the programs have overbuilt (Mission in particular).

152
 153 **3. 60-unit limit discussion item and possible ASCCC resolution:** Freitas would
 154 like a resolution at the next ASCCC Plenary Session to allow faculty to determine the
 155 number of units for each program and not establish a fixed limit. He explained this is
 156 an issue for certain high unit majors like chemistry. Gauthier agreed that certain
 157 majors need to be exempt. Atondo expressed ambivalence about establishing a limit.
 158 She added that so far all we have is IGETC for STEM majors, which has been opposed
 159 by many faculty and has been completely ignored.

160
 161 **4. Summit Senate Break Out:** Gauthier asked DAS members to encourage AFT
 162 Presidents and ASO Presidents to participate on Friday, September 26, 2014 at LA
 163 City College. Some of the breakout topics planned for the Summit include:

- 164 • Stepping up for Accreditation 2016: There is a new wrinkle due to the
 165 District evaluation and support to the colleges.
 166 • Student Success
 167 • Culturally Responsive Teaching & Learning
 168 • Best Practices Poster Session
 169 • Tech Threads: Data Security, the Online Education Initiative, Technology in
 170 the Classroom.
 171 • What's Next with SB1456

172
 173 Local senates need to get their teams together (8 senate +8 administrators +1 ASO)
 174 as soon as possible.

175
 176 **5. Peer Mediation & Conflict Resolution Training:** Gauthier stated he would like
 177 DAS members to participate in the training process, which is very intense (40 hours
 178 a week). Milke stated the training was conducted at Mission and that she felt it was
 179 very helpful. Beaulieu argued faculty need to be adamant that our due
 180 responsibilities are understood, respected, and honored. Gauthier replied faculty do
 181 not have the ability to grieve their peers, so the only way to resolve issues is through
 182 respectful dialog and mediation.

183

184 **Action Item**

185 Agenda for DAS meeting at LAVC: Agenda items were briefly discussed.

186

187 **Reports**

188 **First Vice President (Beaulieu)**

189 **Equivalency:** Beaulieu reported no recent news on equivalencies, except that last
190 summer was very busy. Eloise Crippens will return to work on equivalencies
191 starting Monday.

192

193 **Energy:** Beaulieu reported that the Board had a presentation on energy given by
194 AECOM. He stated there was certain contempt for standard governance procedures
195 and essentially three trustees and Jim O'Reilly are running the Bond Program. The
196 committees are increasingly reduced to a perfunctory role. They are doing some
197 good things in terms of efficiency, but there needs to be a better process to get buy
198 in.

199

200 **Sustainability Institute:** Beaulieu reported that since July 1st adjunct faculty
201 member George Leddy had been working (at 0.2) on sustainability. The DAS was
202 able to fund the position through the coming year. The Sustainability Institute will
203 have its first meeting on Friday 9/19/14, in advance of the new Board's Ad Hoc
204 committee co-chaired by Trustees Field and Pearlman.

205

206 **DBC:** Beaulieu stated there are some big money questions; one of them is the
207 distribution of the student success money. Gauthier has an update; the District has
208 already released about 40% of the total is on its way to the campuses. The DBC has
209 not decided how to distribute the remainder of the funds yet; the state has a
210 recommended formula but it is not mandatory. The state criteria include using it for
211 low income and underrepresented groups.

212

213 **Student Equity:** The deadline for the Student Equity Plan has been moved to
214 January 1, 2015. The plans may need to come to the Board by November or
215 December. Immerblum stated Student Success plans include Student Equity plans
216 and these have to be submitted in November. Milke asked if there was a senate
217 sign-off for the Student Success and Support Plans (3SP also called "matriculation"
218 plans), which have to be postmarked by October 17. McMurray and Gauthier
219 suggested the local senate Exec Boards discuss the Student Equity plans.

220

221 **Second Vice President (Atondo)**

222 Atondo reported that at the District Curriculum Committee (DCC) meeting next
223 week there will be a discussion on:

224 **BR 6700: Unit Limit on Academic Renewal.** The proposal from Trade is to
225 remove the unit limit altogether. DCC's preliminary recommendation was to leave it
226 as is. There have been discussions with counselors who are against eliminating the
227 unit limit, but are open to raising it.

228 Immerblum expressed concern about process, stating the DAS usually gets a
229 recommendation from DCC, before items are discussed at the DAS. Lourdes Brent
230 asked for a full discussion on this issue at the DAS. McMurray asked how many
231 students would be affected by the change. Atondo replied most counselors have not
232 seen this as an issue for students. However, since Trade has some high unit courses,
233 a few of these courses can put a student over the current limit. Beaulieu noted
234 academic renewal is used for exceptional circumstances.

235

236 **Noticed motion for Course Outline of Record (COR) Elements:** Atondo reported
237 that Dan Keller, the Harbor Curriculum Committee Chair, would also be the faculty
238 lead on the implementation of CurricuNet. One portion of the database will house
239 the COR (Course Outline of Record). The motion from DCC is to require the Title 5
240 elements as the basic COR and let each college decide whether to include additional
241 elements. Gauthier added the required elements will always be included, but the
242 other items will be added on an optional basis as each college saw fit. Immerblum
243 expressed concern about removing elements from the COR because faculty use them
244 to develop their syllabi. He stated he would like to know what the elements in the
245 COR would look like and whether the assignments are still going to be there. Atondo
246 and Gauthier replied the assignments have to be in the COR. If you tell the state that
247 critical thinking is included, that has to be in the COR. Immerblum stated that a
248 faculty member was given a “needs to improve” because he was not giving
249 assignments the way other faculty are. The question becomes then what does the
250 COR say. He does not want us to be too hasty in omitting things. Atondo clarified the
251 UCs only want to see the critical elements such as content, and methods of
252 instruction for articulation. Heikkinen argued in favor of uniform District CORs.

253

254 **Noticed motion on 6200 on General Education.** Atondo announced the DAS
255 would notice the 21-unit plan in September and vote on it in October. If approved,
256 the District would have a total of three different degree plans: one LACCD plan of 21
257 units, the CSU General Education plan, and IGETC. Trade is still concerned about the
258 21 units.

259

260 **Prerequisite Policy:** Atondo announced this policy would be noticed as well. The
261 policy is still being vetted, but it has to get approved in the fall of 2014.

262

263 **Articulation Officer:** The Articulation Officers drafted a position paper on their
264 role. The DAS is going to ask for a ratification of their positions. A copy of the paper
265 was sent out to faculty in June.

266

267 **Other Items**

268

269 **1. A&R Deans and the Consultation Process:** Freitas explained that A&R deans
270 meet once a month and he has some concerns that they are making decisions
271 affecting academic programs with no liaison and discussion with the senate. He does
272 not know if they confer with the SSSP group and Enrollment Management
273 Committee. Gauthier stated if a student does not have the proper course

274 prerequisites, they do not always get swept, but that should happen before the
275 semester starts. It may be a problem of the current DEC system because the flags are
276 not properly set. Immerblum stated Freitas' concern was that there was no DAS
277 representation at the A&R Committee. This might be a consultation item. According
278 to Dan Walden, the CIOs were not always consulted either. Beaulieu suggested DAS
279 members should sit in on VPAA regular meetings.

280

281 **Another Consultation Topic:** Adding community forums to the search process for
282 presidents. Beaulieu discussed past and current practices for faculty representation
283 on administrative selection committees.

284

285 **Treasurer's report:** Immerblum asked the senate presidents to fill out the Local
286 Senate Support Distribution Form so that DAS funds could be sent to the colleges.

287

288 **President's Report:**

289 **Enrollment:** Gauthier stated that campus enrollment reports are looking pretty
290 good, but achieving 4.75% growth will not be easy.

291

292 **Technology TPP:** The committee is still looking for people; they are having trouble
293 reaching a quorum. They meet the third Thursday of the month. In the past, campus
294 Technology Committee chairs and VPs were attending in greater numbers.

295

296 **District Planning and Accreditation Committee DPAC:** They had a good meeting
297 last month. The committee focused on comparative needs for data from the district
298 and campuses. The focus on the senate will be to get information from the
299 campuses. Vice Chancellor Maury Pearl discussed ideas about how to share
300 information. DPAC meets the fourth Friday of the month at 1 pm, but will not meet
301 in September due to the Summit.

302

303 **Reassignment:** Gauthier reported that he just got the letter today from Deputy
304 Chancellor Barrera regarding additional reassigned time for the local senates
305 equivalent to a 0.2 full year C-basis hourly reassigned time. The District will pay
306 each college \$4500 each semester to back-fill one class per semester. It could be
307 used for a senate officer or an Executive committee member. It is not to be used for
308 articulation, student learning outcomes, or professional development. The
309 assignments need to be entered as soon as possible.

310

311 **Other items:** Beaulieu reported that there is a request to separate media arts from
312 multimedia disciplines.

313

314 **Adjourn:** The meeting was adjourned at 1:17 pm

315

316

317

Minutes respectfully submitted by DAS Secretary Angela Echeverri