1. **Call to order/Approval of Agenda:** President Gauthier called the meeting to order at 1:43 pm. Agenda was approved (Rosow/Gaines M/S/U).

2. **Approval of December 8th Minutes:** Minutes of the 12/08/11 DAS meeting were approved with corrections (Foster/Gaines M/S/U).

3. **Public Speakers:** None.

**Action Items**

4. **Textbook Resolution (Pierce).** Brown reported that the Pierce Academic Senate approved a resolution on Textbook Pricing in the LACCD College Bookstores that states:

   *Therefore be it resolved that the Pierce College Academic Senate recommends to the District Academic Senate and the board of Trustees of the LACCD that*

   (1) the college bookstores within the District reexamine the current textbook pricing formula to allow greater flexibility to become more price sensitive for our students, and that

   (2) the college bookstores within the District be allowed to be more competitive within the market as a greater service to our students;

   *Be it further resolved Pierce College shall actively continue to pursue ways to lower the costs of textbooks to our students.*

Pierce presented the resolution to the Board of Trustees and they are asking the DAS for support. The purpose is to lower the cost of the textbooks. Gauthier said the taskforce was
very diverse and composed of faculty, students, administrators, bookstore managers, and
publisher representatives. The taskforce also developed a textbook policy and
recommended best practices for Senate adoption in Fall 2011. Rosow discussed her
concerns with three different items in the textbook policy:

6. A department may establish a procedure for the adoption of a standardized textbook
(or textbooks) to be used by all instructors teaching a specific course. Rosow asked
whether requiring certain textbooks undermines academic freedom.

7. Adopted textbooks must be used for a minimum of two years if at all possible. Rosow
inquired about what “if possible” meant.

12. Board Rule 9700.1 prohibits instructors from engaging directly with students in
their classes in the sale or rental of required or recommended materials such as
textbooks. Rosow stated that the rule would prevent her from buying large numbers
of books at low cost which she resells to students for $1 a piece. She argued blanket
rules do not always benefit students.

Adajian said the guidelines were not taken lightly; the committee met many times and
discussed all these items. McMurray said Harbor is experimenting with textbook rentals,
but they don’t know how well it will work. She added she was uncomfortable approving
the resolution before consulting with her senate and Vice President of Administrative
Services and expressed concern about possible unintended consequences. Rosow moved
that the DAS commend Pierce College for actively addressing the textbook issue. Bimber,
Climo and Foster stated it would make more sense to move to table this item to allow for
revisions.
Motion to table item (Adajian/Gaines MSP).

5. BR 6201.13 Residency Requirement (Bimber): Bimber explained proposed changes to
the language.

Residency Requirement: Students must complete at least twelve (12) units of work in
residence, with at least six (6) units in the major for the degree being awarded, at the college
conferring the degree. The governing Board may make exceptions when it determines that an
injustice or undue hardship would be placed on the students.

Immerblum/Freitas MSP Moved to extend 15 minutes.

Discussion Items

6. DAS Constitution (First Reading): Gauthier stated that the DAS needs to revise and
review its constitution and bylaws. There was an ensuing discussion on the following articles:
DAS Constitution Article 3: Membership

Section 3: Nothing in this constitution shall preclude the right of members of local academic senates or local academic senate officers from serving simultaneously on the DAS if they are elected to the latter.

Bimber explained that since she was elected as DAS vice president and as well as a City DAS representative, the college loses one vote on the DAS.

DAS By-Laws Article XII: Amending the By-laws

By-laws changes can be made by a two-thirds vote of all DAS members present and voting.

DAS By-laws Article IX: Committees

The current by-laws state that the DAS shall have five standing committees: DAS Executive, District Curriculum, Budget, Equivalency, and Constitution By-Laws. There was a discussion about the language regarding the DAS Budget Committee, which does not exist. The language on the Equivalency Committee composition needs to be revised because it is not made up of college presidents. Under the District Curriculum Committee (DCC) there was a suggestion to delete item #6: other academic vice presidents or faculty may serve as resource persons. Foster asked whether some of the Educational Policies and Advisory Committee (EPAC) duties were going to be carried out by DCC. Climo replied the DAS voted to change the committees last year to make the EPAC the Equivalency Committee. Curricular and educational policy issues went to DCC and other policy issues went to the DAS Executive. Beaulieu said we might want to rename the vice president as Curriculum and Educational Policy. Hernandez suggested adding under Article 4 DAS stating the DAS Executive Committee will handle matters not under DCC and DBC. Other possible committees were discussed such as Technology and Executive Hiring.

Gauthier will make the recommended changes and send out to DAS members again.

7. DAS Priority Registration Resolution update: Gauthier reported that not much progress has been made in removing districtwide enrollment. DCC will be voting on Board Rule 8603 at its next meeting; last week they got a dueling BR 8603, which calls for districtwide enrollment. Faculty are concerned about the impact of districtwide enrollment on the campus’ enrollment management. The DAS has had this concern since last spring and we have brought it up in consultation. The will of the DAS was communicated to the Chancellor and his executive staff in December of 2011. Vice Chancellor Delahoussaye’s response is that they are looking at all the data and they are concerned that students may not be able to finish in a timely manner without districtwide enrollment. Beaulieu added the DAS has made a decision about this but it is a shared governance issue, which should be determined by “mutual agreement” as opposed to “rely primarily”. If there is no mutual agreement, then you default to existing policy or practice. To confuse matters further, policy and practice are at odds, because they forgot to change the Board Rule when they made the decision to allow for districtwide enrollment. They did agree to examine the impact on enrollment management, which is great for the long term future. However, for the near term they want to continue the current practice of allowing districtwide enrollment, which pits East against the other campuses. We are looking at the possibility of letting East opt out until we can examine the policy over the next few months. Hernandez argued against the opting out option; Rosow agreed that opting out would cause a lot of confusion. Bimber added that communication has been more difficult ever since two vice chancellor positions
were consolidated into one (curriculum and student success). Beaulieu stated that shared governance applies to institutional planning; it means processes, not the details of budget and institutional planning. For example, we mutually agree on the structure of the DBC, not necessarily its decisions. Under the 10 + 1 senate areas, enrollment management needs to be agreed upon under the +1. Bimber inquired about the deadline for the opt out option; Beaulieu replied it would have to be by mid March. Immerblum said one of the troubling aspects of negotiation is that it requires that East use data and resources to defend its enrollment management. He would like to stop the districtwide enrollment first because if we negotiate the issue with a task force, we are putting ourselves on shaky ground.

Gauthier said we wanted to see the data, but there is no attempt to use it as the sole criteria. The point is to answer real questions about the enrollment process itself. Beaulieu added we are mainly trying to figure out a way to rectify this summer situation; there is no priority registration in the winter. There is a principal of local control over enrollment management. There is also a benefit to students from other LACCD colleges taking classes at East. We must balance the potential harm to East students, against the advantages to other students and the answer is not an easy one. You must pick one or the other; the deciding factor should be decentralization. Hernandez said a task force met once in July of 2011 and looked at summer 2010 data. We don’t have the data of how competition worked when thousands of students without any priority were able to enroll. During open enrollment students without priority bombard colleges; this creates a “crowding out effect” because students with priority are competing with them. Furthermore, many of these summer students did not return to take fall classes. It is a red herring to say that since there are 4000 students, so we should not touch districtwide enrollment. Gauthier stated that the need to coordinate and understand the problem is critical; the purpose of the data was to see how things worked. McMurray stated it is not only other LACCD students; we are also getting non district students. Gauthier added there is a problem with the system because non-district students are excluding LACCD students.

Reports
8. President’s Reports
   a. News and Rumors
   b. Bond Steering Committee: Gauthier circulated the LACCD building moratorium list. Many of the college presidents are speaking up against the moratorium because campuses are losing money by putting projects on hold. Board members are also expressing impatience. The question is variable scheduling, i.e.: what should be prioritized and what should be slowed down. Some argue that three of the colleges (Mission, West and Southwest) may be overbuilding. That decision does not need to be made right away, the first decision needs to be how to get building going. We do not have an exact timeline; Gauthier explained the LACCD has the authority to hold the bond funds indefinitely. Freitas asked who would be making the decisions. Beaulieu replied this falls under the senate’s +1. If you have to make tough decisions, you do not want to make them in isolation. It is likely that the cabinet, Bond Steering Committee, the chancellor and a small group will be involved. We have a much better Bond Steering Committee than before in terms of participation. Decisions should reflect the college’s priority list. Rosow asked about the three colleges possibly overbuilding. Reed said Southwest could
not afford to offer more classes. Foster said that there is a misperception that West is overbuilt. Hernandez said student capacity was taken into account when Measure J and Propositions A/AA were put together. Beaulieu stated we are building for the future and don’t want to delay projects too much. Gauthier said the other problem is that the LACCD did not maintain an adequate reserve. We have to take responsibility as faculty to make sure that buildings are completed. Another consideration is that a dollar saved from maintenance and operations (M&O) can be spent towards education. McMurray said one of Harbor’s projects wound up on the moratorium list because of poor communication with the Division of State Architecture (DSA); they are starting to do a lot of other projects (ADA).

c. **HR Hiring Guides:** Beaulieu, Gauthier, and others have been working with AFT President Joanne Wadell and Deputy Chancellor Barrera. The administrative hiring policy HR R-110 is finally done. The DAS successfully argued that the college president couldn’t serve on the panel that recommends finalists to him/her and that the proportion of faculty needs to be maintained.

d. **BR1404 Release Time:** Gauthier stated we want to separate the reassigned time for DAS officers from the local senate presidents. Bimber said the coming year is going to be very rough because a lot of work needs to get done for accreditation, Student Learning Outcomes, etc. It is important to ensure proper faculty compensation for this work.

e. **Plenary Planning:** Gauthier stated it is time to start planning for the ASCCC Plenary.

9. Past President Report (Beaulieu):

a. **Article 33:** This is the Faculty Hiring Prioritization Committee (FHPC) article. The DAS position is that there should not AFT representation on the FHPC because faculty hiring is under the senate’s purview. LACCD Counsel Goulet’s position is that anytime the union wants to insert itself under the senate’s 10 + 1 it has the right to do so. We want to go to state Chancellor Scott’s office for clarification. Chancellor La Vista has asked where things are at with this article. Under the Rodda Act (SB-160), the AFT has rights to serve on any committee they served on before AB 1725 (1988). Goulet is missing the distinction and is clearly is not conversant with the most recent legal clarification documents (1992 versus 1998).

b. **18 Unit Update Issue:** This has to do with the transfer issue (SB 1440). There has been no progress; we are running into a stonewall with the ASCCC Executive, which believes that the integrity of the AA degree requires a lot of units. The issue has been put on the back burner because of the Student Success Task Force (SSTF) recommendations. Atondo reported that she was contacted by Senator Alex Padilla’s office and they wanted to know why we have not adopted more Transfer Model Curriculum (TMC) degrees. Bimber said the CSUs have not committed to accepting these TMC graduates. Beaulieu said our argument is that requiring a lot of units in the major is not necessary, because most major courses are upper level. The Title 5 change from 15 to 18 units happened in 1980s.
10. DCC Report

a. **Priority Registration**: Discussed earlier.

b. **Noticed Items for March DAS meeting**

i. **E-120-Student Transcript Notification**: Atondo explained this is a new regulation specifying that there should be consistent transcript notations across all LACCD campuses for external exam scores, credits, course equivalency, IGETC and CSU breadth certification, graduation honors, student activities, ITV, waivers, expulsions, and other records.

ii. **BR 6703.17: Remedial Coursework Limit**: Bimber explained that when the law changed students were limited to receive no more than 30 units for remedial coursework as defined in Title 5, section 55000. Former Vice Chancellor Clerx did not agree on the definition for English as a Second Language (ESL). The BR 6703.17 language states the following students are exempted from the limitation on remedial coursework:

1. **Students enrolled in one or more courses of ESL**;
2. **Students identified by the district as having a learning disability as defined in section 56036**.

However, the legal ruling adds ESL into the 30 units. Former ASCCC President Mark Wade Lieu has been fighting this in the state trying to get it reversed. The Board Rule also states that colleges may provide a waiver of the 30-unit limitation to any student that shows significant, measurable progress toward the development of skills appropriate to enrollment in degree applicable credit courses. Each campus has to develop a local waiver policy. This mirrors Title 5; students can take more than 30 units if they show progress. Foster asked how DSPS students would be waived. Bimber replied that the new Student Identification System (SIS) should identify these students. Foster warned colleges might run into Americans with Disabilities Act (ADA) issues.

iii. **BR 6704.11 maximum units allowed**: Bimber explained credit by exam shall be limited to 15 units. There was no Board Rule before.

c. **Informational Items**

i. **Repetitions and Repeatability**: Repeatability has been discussed at ASCCC; we do not need to make any changes yet. The LACCD administrative regulation on repeatability (E-103) is correct. It won’t come into play until 2013. Bimber asked DAS members to make sure students are aware of these changes, because once in effect any course students drop after the withdraw date will count as an attempt.

11. **DBC Report**: Beaulieu reported we are facing $10-15 million in cuts due to Board of Governor’s (BOG) waivers. We have already dipped into the balance or reserve as much as we can. There is a question where that money will come from. Two possibilities are to use the Pierce and East balances or to secure employee givebacks. Beaulieu said East and Pierce money was set aside and not spent on students. The LACCD has generally allowed colleges to keep the money that they make. The trend line is positive, but this is a late round blow. Contributions to Governmental Accounting Standards Board (GASB) accounts could also be slowed down. Hernandez suggested the money should come out
of carryover balances. Miller said he received an e-mail from Valley President Carleo 
stating we are now at the point where positions must be eliminated. Rosow said every 
time we reduce a class section, faculty get furloughed. Beaulieu said we have had a 25%
cut in sections and 7% cut in enrollment over the last few years. Freitas said that our 
percentage of instructional expenditures has dropped to close to 50% in the last few 
years, meaning that the academic side of the college has taken a disproportionate hit.

a. **Proposed changes to District Allocation Model:** Beaulieu said it has been a long story.

12. **Equivalency Report:** Beaulieu will be taking over as Equivalency Committee chair on 
Monday.

13. **Treasurer's Report:** Immerblum distributed a DAS Treasurer report dated 2/9/12. He 
briefly discussed the DAS budget for 2012-13. We have to cut $14,500 from next year's 
budget. The cut was taken primarily from our clerical staff position.

14. **Other items:**

- Gauthier introduced Valley ASO President Brandon Batham. The LACCD Student 
  Trustee recently resigned and Brandon will replace him.
- Gauthier said to watch for letter on SSTF recommendations from Chancellor Scott. We 
  should also expect a letter on low carbon transportation.
- McMurray was the first campus to go through a Budget and Finance audit (?)).
- McMurray stated she was appalled at the behavior of the chancellor and trustees at 
  the last Board meeting. The people who came to speak from City and Southwest were 
  polite. Southwest did not even get a reply when their coach reported he had secured 
  $100,000 for the football team from a donor in Silicon Valley. They have to come up 
  with half of the costs to support the program. Reed said President Daniels wanted to 
  suspend the football program at Southwest. The campus is upset because the 
  program attracts male students, who are very under enrolled at Southwest. Bimber 
  said if they suspend an athletic program, they have to do a viability program within 
  three years; City is out of compliance on this issue.
- Brent reported there was an issue at Trade with food services and student training 
  because being able to serve breakfast, lunch, and dinner is part of the curricular 
  program.
- Immerblum said his letter on repeatability might be harsh on students, but we should 
  encourage them to stay in classes. Faculty need to learn to adjust a shortened frame 
  in which they can drop students.

12. **Adjourn:** Meeting adjourned at 4:07 pm.

Minutes respectfully submitted by DAS Secretary Angela Echeverri