District Academic Senate Meeting
Regular Meeting
Thursday, Oct. 8 2015, 1:30pm
LA Mission College, Culinary Arts Bldg., Arroyo Room

MINUTES

Attendance

<table>
<thead>
<tr>
<th>Attendance</th>
<th>Present (Local Senate President in parentheses)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Officers</td>
<td>Don Gauthier (President), Angela Echeverri (1st VP), Elizabeth Atondo (2nd VP), Vic Fusilero (Secretary), Alex Immerblum (Treasurer)</td>
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<tr>
<td>City</td>
<td>(Dan Wanner), Kamale Gray, April Pavlik,</td>
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<tr>
<td>East</td>
<td>(Alex Immerblum), Jeff Hernandez, Lurelean Gaines, Jean Stapleton</td>
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<tr>
<td>Harbor</td>
<td>(Susan McMurray)</td>
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<tr>
<td>Mission</td>
<td>(Leslie Milke), Curt Riesberg, Mi Chong Park, Thomas Folland</td>
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<tr>
<td>Pierce</td>
<td>(Anna Bruzzese), Denise Robb</td>
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<tr>
<td>Southwest</td>
<td>(Alistaire Callender)</td>
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<tr>
<td>Trade</td>
<td>(Wally Hanley), Inhae Ahn, Lourdes Brent, Larry Pogoler</td>
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<tr>
<td>Valley</td>
<td>(Josh Miller), LaVergne Rosow</td>
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<td>West</td>
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<td>Guests</td>
<td>Joe Perret (Pierce), Fabiola Torres (GCC)</td>
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Call to Order and Approval of the Agenda: President Don Gauthier called the meeting to order at 1:40 PM. Brent added consideration of the motion to approve Professional Development College (PDC). The agenda was adopted as amended with no objections (Rosow/Hanley MSC).

Approval of the Minutes: The Sept. 10 2015 minutes were approved. (Rosow/Hanley MSC).
Abstentions: Pogoler, Pavlik, Riesberg, Park

Public Speakers: Mr. Joe Perret (Pierce College) and Ms. Fabiola Torres (Glendale College) delivered a presentation on the California Community Colleges Online Education Initiative (CCCOEI) and its selection of Canvas as the state’s course management system (CMS). (Video: https://ccconlineed.instructure.com/courses/90/pages/home)

Action items
1. **Resolution on Professional Development Coordinator (PDC) Relations with campus PD Coordinators**

Immerblum suggested that the PDC’s duties involved evaluation and training for faculty, but these did not fit in with a classified position. This has always been a faculty position, and it should also be a full-time position. Gauthier will bring up the PDC position at DAS Consultation on Oct. 13, after which discussion will take place at DAS.

2. **Approve Charge, Mission and Membership of DAS Online Education Committee (OEC)**

Gauthier reminded the members that DE coordinators and DE Stakeholders created DDEC. DAS input was through the DE Stakeholders Group, hence the need for a DAS OEC. Don requested that DAS members review the following motion for a vote in November. Pogoler suggested changing the wording on how Campus DE chairs are selected and adding “Guild” to AFT Rep. Don has asked that further changes be sent to him ASAP.

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**Noticed Motion for DAS Meeting on November 12, 2015:**

*District Academic Senate Online Committee*

**Committee Charge:**

*The charge of the DAS Online Education Committee (OEC) shall be to:*

1. **Communicate and coordinate with existing campus stakeholder groups on matters related to all aspects of online learning and educational resources;**

2. **Recommend policies to strengthen and improve the various modalities of online instruction including web-enhanced, hybrid and fully online courses, and ensure compliance with federal and state requirements;**

3. **Report to the full DAS and the district Technology Planning and Policy Committee (TPPC) on needs and issues, as necessary; and,**

4. **Support the online educational mission of the district to ensure student success and high quality academic programs at all LACCD colleges.**

**Mission:**

*The District Academic Senate Online Educational Committee (OEC) advises the DAS regarding issues set forth in the committee’s charge as they relate to online education and student success, congruent with Title 5, section 53200. The focus of the OEC shall be on student success in courses using online resources and maintaining the highest quality online instruction across the district.*
As a standing committee of the DAS, the OEC shall report to that body. Committee recommendations approved by the DAS shall be forwarded to the TPPC, and any policies established there will go to the Chancellor and the Board of Trustees for final approval.

Membership:
The membership shall consist of the following:

- **OEC Chair (DAS president or designee)** (voting)
- **DAS DCC Chair (or designee)** (voting)
- **Two DAS Members (assigned by DAS president)** (voting)
- **Two currently serving Campus DE Committee Chairs (selected by the DAS president)** (voting)
- **AFT Rep (selected by AFT Guild President)** (voting)
- **ASO Rep (selected by ASO president)** (non-voting)

Non-voting members shall act as resources and may include campus DE administrators, classified IT staff and others deemed necessary for the effective functioning of the committee.

3. **Internal DAS Task Force to establish Treasury policies for By-Laws**
   Gauthier and Immerblum have begun to put DAS Treasury policies into writing. This would assist those attending Plenary to understand more clearly the issues at stake. Both Gauthier and Immerblum have asked for volunteers to help draft procedures. Rosow suggested that a guidebook might be more useful rather than a set of bylaws that would be under constant revision. Immerblum agreed that there could be such a handbook. Pogoler added that DAS has always been a flexible body and that handbooks would be more flexible than bylaws, which may become cumbersome and less flexible.

4. **Items for Chancellor’s Consultation**
   Gauthier requested items to bring to the Chancellor’s attention. In addition, Echeverri mentioned the board’s discussion of wanting to move the needle on Student Success. Echeverri explained that DAS members needed to make their voices heard. Gauthier discussed the difficulty of measuring success of stackable certificates and student learning in general: e.g. students can successfully complete course SLOs and still fail the same class. Pogoler explained that historically Trade Tech success was being rewarded per certificate, and that it has become Trade Tech’s culture to give out certificates. Gauthier remarked that the presidents of the district’s individual colleges would like to track students that find jobs, but tracking students is a difficult task. Equally important is the fact that students are
allowed to enroll in classes that they aren’t prepared for. Pogoler commented on the difficulty of introducing course prerequisites in the district. Rosow requested adding class size to the consultation items. On this point, Gauthier described Trustee Moreno’s desire to increase class sizes to 50. Immerblum voiced his concern that the Chancellor does not give specifics to problems addressed to him by DAS (e.g. increased staffing).

Old Business/Discussion

1. DAS Position on Single District LMS / Canvas – Discussion.
   Gauthier discussed the extent to which Canvas has been adopted at the various district campuses: Most have had votes: East, Pierce, Trade, Mission, Southwest, except for Harbor, Valley, and City. West LA and Pierce are pilot schools for Canvas. Gauthier added that Canvas is now available to all users without additional charge, unlike Etudes, which still charges per user. Gauthier would like individual campuses to vote on Canvas before it goes to the board. Gauthier saw no reason why campuses shouldn’t go with Canvas. Jeff Hernandez reiterated the need for faculty to look at demos. Gauthier pointed out that campuses could arrange for individual presentations by Instructure/Canvas. Gauthier will ask for a vote on Canvas in November that would allow campuses to carry their present LMS (Etudes or Moodle) during the transition. Canvas is working on conversion software to move Etudes files into Canvas with a minimum of effort, due out in November. Pavlik noted that City has signed a one-year contract with Etudes.

2. Professional Development College (PDC) Task Force (Brent et al.) – Report and Discussion.
   Brent presented an update on the PDC. Some in the district have reported that no apportionment could be collected since faculty could not teach each other, but there was no prohibition against district faculty taking courses within the district and using those units to advance in salary columns. It was also communicated that Miller will be offering a class for the PDC in Spring 2016. Conversations have been happening with City, though the PDC will probably be first offered through Southwest. Brent introduced the following motion to approve and support a PDC:

Motion:
For the District Academic Senate to approve and support a Professional Development College which concentrates on andragogy and provides opportunities for faculty to enrich their
teaching strategies. This college will offer courses leading to certificates of achievement under Title 5.

Resolution:
Whereas under Title 5 section 53200 the academic senate has purview for professional development;
Whereas discipline faculty may benefit from the formal study of adult learning theory;
Whereas such professional development may assist faculty by providing the skills, tools, and best practices which will aid in student retention and completion;
Whereas the Los Angeles Community College District expects a tremendous increase in faculty hiring;
Resolved that the LACCD District Academic Senate approve and support a Professional Development College which concentrates on andragogy and provides opportunities for faculty to enrich their teaching strategies; and
Resolved that the DAS Professional Development College will offer courses leading to certificates under Title 5.

Miller mentioned that Valley received over $1 million for PD ($90,000/year for four years). Brent said that Title 5 requires 10-15 units. Riesberg asked why there has been little support for tuition reimbursement, to which Gauthier replied that there was no funding. Miller responded by saying that there should be a motion on tuition reimbursement. (Rosow/Bruzese MSC).

Abstention: Riesberg.

3. Accreditation Status Report by campus.
Gauthier inquired if individual campuses have issues regarding the current accreditation process. Jeff Hernandez thanked Gauthier for sending out the ASCCC paper on accreditation (a motion on which will be voted on at ASCCC Fall Plenary). Miller was concerned as to how new board members have been reacting to accreditation issues. McMurray requested information regarding how accreditation was being funded. Gauthier suggested that accreditation needs to become a part of what faculty and administration do all the time, so as not to rush around to obtain data and evidence. McMurray replied that some faculty have already been doing this for a long time. Pogoler acknowledged that this is not so much a campus issues, as a faculty issue. Equally important, Echeverri reiterated the importance of having DAS senators read the district’s responses to Standards 4C and 4D. In an unrelated issue, Pogoler has heard complaints that faculty have not been granted access to district offices. In response, Gauthier suggested that faculty ask
for him to escort them to their desired floor. Gauthier said he would bring up at the next Chancellor’s Consultation this difficulty with accessing district offices.

New Business

1. **AECOM directed cuts to building program at campuses – Discussion.**
   
   Gauthier reported that some campuses experienced budget cuts when new buildings went online. For example, $20 million has gone into a contingency account at LAVC. Pogoler remarked that Trade took a huge contingency cut a few years ago. McMurray requested accounting data on how the district has settled on unfinished projects. Furthermore, change orders have increased original costs. Robb agreed that costs have gone up, to which Gauthier replied that colleges took financial hits at that time.

   Brent noted recent discussion of a possible new bond in two years. Gauthier expressed his opposition to a new bond program until the current bond program is finished; Prop A and Prop AA are still in play in current building projects on some campuses. Pogoler warned that if the district were to introduce another bond, he would publicly name all unfinished building projects. Jeff Hernandez proposed a full accounting of current building projects and their financing. Gauthier said he would bring this up at the next Bond Steering Committee meeting.

2. **Proposed Professional Development Coordinator classified position – Discussion**
   
   Skipped.

3. **MOUs with Mexican Consulate & Chicago School of Psychology updates Discussion, Possible Action.**
   
   Gauthier suggested waiting on this action since he will ask them to present at the November DAS, at which time he would then bring forward a better-defined proposal. Pogoler didn’t mind Chicago School coming to campuses, although he voiced his concern that this would turn into a four-year degree. Gauthier remarked that the idea was to have our students transfer to Chicago; Valley has a similar agreement with Woodbury University. Pogoler asked if DAS had been briefed on Antioch University. Hanley informed the membership that Antioch is offering a four-year BA program at Trade. Hanley noted that he was trying to get the price down. Pogoler remarked that the Antioch program would cost $210/unit. Gauthier advised that further discussion should take place after having seeing more information before the next meeting. Hanley volunteered to present on this topic at the next DAS. In response to a question
by Rosow, Hanley affirmed that Antioch was indeed an accredited institution.

**Reports**

1. President’s Report

   a. **Bond Steering**: Gauthier suggested removing “Steering” since there’s no actual “steering” involved. Gauthier requested another person to serve who understood construction. Pogoler volunteered, although he is unsure of his availability.

   b. **Distance Education (DE) Stakeholders**: Despite wanting to move their entire committee into DAS, Gauthier said that it did not work this way. Gauthier said that he would also like to hear from students through a non-voting rep on the DAS Online Education Committee.

   c. **Dolores Huerta Labor Institute (DHLI) @ Trade Tech**: Gauthier commented that the organization may have lost some focus on its mission. They are ready to hire a position, but they hadn’t looked at themselves and their accountability for about 10 years. They do great work, but they weren’t communicating what they were doing. Despite accepting some of the responsibility, Gauthier suggested that it was also up to DHLI to publicize what they are doing. DAS needs to make sure that they are successful. John McDowell suggested that this should all go through Trade. Gauthier noted that David Beaulieu has volunteered to come back to help with DHLI’s new hire and he will continue serving on the DHLI steering committee.

   d. **Technology Policy and Planning Committee (TPPC)**: Gauthier reported that AECOM, ignoring a report from TPPC and its constituent groups, prioritized their own lists with input from campus VPs of Administration. There will be a meeting of the AECOM folks, TPPC, District IT, and others to re-examine the priority list with the Deputy Chancellor.

   e. **District Budget Committee (DBC)**: Jeff Hernandez reported on the meeting at Trade Tech regarding DBC’s membership. A proposal to add four VPs to DBC along the lines of a constituency-based model was voted down. Gauthier had appointed Hernandez to represent DAS on the Executive Committee of the District Budget Committee (ECDBC), but he has not been “seated” given the need to revisit the membership. Gauthier reminded everyone of the DBC’s two management functions: i) budget, and ii)
colleges in deficit. The DBC thinks it has an executive committee, but the Chancellor is the one who created this executive committee. Deficit colleges don’t necessarily fit into this previous paradigm; perhaps this could fall under the purview of the chancellor’s duties. Pogoler suggested that when a body forms a committee, and forms an executive committee, it might show that the original committee may have been too big to be functional. In response, Gauthier noted that John Freitas has floated the idea of a district council.

f. **Chancellor’s Directive #70 Task Force (Districtwide Internal Management Consultation Process)**: Gauthier reported that he was still collecting recommendations for improved processes.

**MOTION to extend meeting to 4:00** was approved. (Rosow/Milke MSC).

g. **Hiring Report**: The California Community Colleges Registry is hosting a Southern California job fair at the Hilton LAX on Saturday, Jan. 30, 2016, to recruit faculty and administrative hires. Gauthier noted that office facilities would be needed for these new faculty hires.

h. **Instructional Television (ITV) status**: Gauthier noted that although based at Mission, ITV is a district entity. Gauthier asked for suggestions for improving and modernizing ITV and noted that homebound individuals often use ITV.

i. **Viability study**: No report.

j. **Volunteer needed for DBC**: Gauthier noted that one volunteer for DBC was still needed.

k. **Volunteer needed for new DAS Student Success Committee**: Gauthier noted that two volunteers were still needed for this committee.

2. **First VP Report: Echeverri**

   a. **Equivalency**: October meeting cancelled.

   b. **District Planning and Accreditation Committee (DPAC) Meeting Sept. 18m 2015**: Echeverri reported that the district response to accreditation standards was discussed at the meeting and later posted. Comments were requested. Next meeting: Friday, Oct. 23, 2015.

   c. **Meetings start at 6pm**: Echeverri noted that a lot of people were complaining about the late start time of board meetings. She announced the trustees would hold a special board meeting on Saturday, Oct. 10 to discuss the board’s and Chancellor’s goals at Van de Camp Center, 7:30am.
d. DAS Summit newsletter: Echeverri reported that the DAS Summit was very successful. A newsletter has been sent out.

   a. Atondo noted that E64 would be seen soon. Gauthier revealed that the CIOs are putting out a counter-proposal to DAS’s language in E65. In noting that consultation on E65 would close tomorrow, Atondo expressed certainty that there would be conflict. Pogoler was shocked that consultation with faculty had not been sought throughout the process. On this point, Immerblum revealed that Trustee Andra Hoffman, upon visiting East, declared that she needed to educate the other Trustees about shared governance. McMurray reported that Trustee Hoffmann would also visit Harbor. Pogoler expressed a wait-and-see attitude regarding whether Hoffmann actually showed concern about shared governance.

   DAS members accepted Treasurer Immerblum’s report with acclamation.

Other Items
1. Possible DAS Meeting in November (11/12/2015 Location TBA). Motion to approve a November DAS meeting approved (Leslie/Brent MSC).
2. DAS Executive Meeting. Friday, October 13, 2015. 10a-1pm, ESC.
3. Area C Meeting. Saturday, October 24, 2015. 10a-3pm. LAVC

Noticed for [Month]/Future Actions
1. District Academic Senate Online Committee. See text above, lines 40-74.

Adjournment
The meeting was adjourned at 4pm. (Milke/Gray MSC)
Respectfully submitted by Vic Fusilero, DAS Secretary