

District Academic Senate Executive Committee Retreat

Friday, January 22, 2021

10:00 a.m. to 2:00 p.m.

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

Meeting ID: 956 1681 4755

MINUTES

Attendance

	Present
Officers	Angela Echeverri (President), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), Robert L. Stewart, Jr. (Treasurer)
City	Michael Kalustian
East	Jeffrey Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	Robert L. Stewart, Jr.
Trade	Artemio Navarro
Valley	Chauncey Maddren
West	Patricia Zuk
Guests	Wendy Bass-Keer (Pierce), Ryan Cornner (VC EPIE), Jessica Drawbond (Southwest), Dale Fields (Pierce), Gisela M. Herrera (East), Margarita Pillado (Pierce), Amanda Ryan-Romo (East)

Call to Order:

President Angela Echeverri called the meeting to order at 10:03 a.m.

Approval of the Agenda:

The agenda was adopted as revised - *addition of Dale Fields, Pierce faculty member, as a public speaker*

(Anderson/Stewart) **M/S/P**

Approval of the Minutes:

The minutes of the December 4, 2020 meeting were approved as written

(Akl/Zuk) **M/S/P**

Public Speakers:

Dale Fields from L.A. Pierce College referred to a study on sexual harassment conducted by the National Academies of Sciences, Engineering, and Medicine. That report included

29 a series of recommendations for systemwide changes to the culture and climate in
30 higher education to prevent and effectively address all forms of sexual harassment.
31 Fields also referred to a DAS resolution of November 2018 which called for a change in
32 how the LACCD addressed sexual harassment. Fields argued that nothing has changed –
33 the LACCD continues to view sexual harassment as a legal compliance issue instead of as
34 a need for systemic change to the climate and culture. Legal compliance alone will not
35 fix the problems; there must be improvement in transparency and accountability as
36 well. District regulations currently state that issues should be resolved within 60 days,
37 yet one case was described as going on for two years. Moreover, the persons who
38 report sexual harassment are not given status updates for months. The mandatory
39 online training which occurred in December of 2020 was described as a mainly a means
40 for the District to mitigate damages. Fields called on the DAS to recognize the problem
41 and help the District move forward.

42

43 Anderson referred to a resolution which originated with Pierce as well as to a
44 welcoming of faculty input expressed by Human Resources (HR) at the last consultation.
45 Echeverri will follow up with Anna Bruzzese, Sociology instructor and Past Senate
46 President at Pierce, who is the DAS representative on the sexual harassment task force.
47 Echeverri will also place this item on the next consultation agenda.

48

49 Ryan Cornner, LACCD Vice Chancellor of Educational Programs and Institutional
50 Effectiveness (EPIE), provided updates on District enrollment and COVID-19 and shared
51 a PowerPoint Presentation. The “call to action” from Chancellor Francisco Rodriguez
52 includes: 1) Student responsive scheduling; 2) Re-engage opportunity adults; and 3)
53 End-to-end student experience. An additional goal is the implementation of the racial
54 equity framework. All plans remain relevant even with the COVID-19 pandemic. Areas
55 of potential enrollment growth include Non-Credit regular, Non-Credit enhanced, and K-
56 12, even though Non-Credit enrollment was hit particularly hard by the pandemic.
57 District enrollment is estimated at 88,900 FTES (full-time equivalent students). The
58 LACCD wants to move to three-year tracking instead of year-to-year reports. Such a
59 model would affect faculty hires.

60

61 Continuing his presentation, Cornner was unsure if instruction and services would
62 return to college campuses in the Fall 2021 Semester. Statewide, community college
63 enrollment is down 8%. The District is down 12% in enrollment, and 33% of those losses
64 were in Career Technical Education (CTE) and other hard-to-convert classes. However,
65 at some colleges, enrollment in STEM (Science, Technology, Engineering, and
66 Mathematics) courses increased dramatically, and the only thing that stopped further
67 enrollment in those classes at those colleges was lack of instructors. Online science
68 courses would have no facilities restrictions and could support higher enrollment.
69 Kinesiology and other classes which athletes take also saw enrollment decreases.
70 Cornner noted that English and Mathematics classes saw enrollment drops because
71 enrollment is generally the highest in those classes and, therefore, have the most to
72 lose. Of concern was a significant decrease in first-year/new students.

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Hernandez referred to the Claremont Enrollment Management Academy and recommended it for everyone. Student responsive scheduling moves away from the notion of “ownership of hours.” Cornner noted that the approach at L.A. City College was to maintain a relationship and connection with the students, and be available with the courses and supports that students would need when they were in a position to take more classes. The projection from EPIE is that the LACCD will lose 2,500 FTES for next year. Therefore, the District needs to over-recruit and have approximately 21,000 students to compensate for the loss. Two projected scenarios are being reviewed – one with COVID and one without. The LACCD is targeting growth in K-12.

Cornner reported on a survey of students who withdrew from courses. The results showed that most students dropped for non-academic reasons such as family, health, employment, and financial hardship. During this time of the pandemic, differences are being seen between people who are privileged and those who are disproportionately impacted. Those disproportionate impacts can be seen especially at colleges such as L.A. Southwest College and L.A. Trade-Technical College. It is anticipated that it will take years for communities of color to recover from the personal, fiscal, health, educational, and psychological impacts of the pandemic. Los Angeles City College and L.A. Mission College have been making the best use of FreshDesk/FreshCaller as a point of contact for students.

Fields offered the following resource:
The ASPIRE Alliance is an NSF project building links between 2yrs and 4yrs and especially getting grad students to consider a CC teaching career, specifically in STEM
<https://www.aspirealliance.org/>

Echeverri remarked that enrollment in Mathematics is down 22% and English is down 15%. Education is not adequately serving the needs of incoming K-12 students, many of whom are not college-ready. She encouraged the LACCD to re-examine its course offerings, especially in English and Math below transfer level. Zuk encouraged the instructors of the science courses to maintain academic rigor and quality of instruction so that students remain prepared for the additional courses they must take, such as those in Nursing or Respiratory Therapy. Cornner suggested that some science instructors may choose to continue to teach online. He also offered that AB 705 has seen a loss of enrollment in English and Math courses, but a gain in completion. Stewart, who chairs the Online Education Committee for the State Academic Senate, noted that what will keep the academic rigor is the training of the instructor to teach online as well as the course design the instructor is teaching. Modifications must be made to face-to-face courses in order for them to be offered online, and that takes effort on the part of the instructor. Echeverri observed that these are important conversations to have, and suggested having similar discussions at Discipline Day (February 26, 2021).

117 Cornner also reported on a significant conversation with the Los Angeles Unified School
118 District (LAUSD) regarding the Ethnic Studies graduation requirement, and foresees a
119 huge connectivity between LAUSD and the LACCD. He also reported on a COVID-19 re-
120 engagement grid for the return of instruction and services to college campuses. The
121 rollout of vaccines is critical to this return and there are still many unknowns. The
122 decision to return to campuses or not for Fall 2021 must occur in March. Educators are
123 in Tier 1.B. in Los Angeles County, but we are not at that tier yet – perhaps in February.
124 The District will keep everyone informed. The LACCD will not administer vaccines, but
125 we can be vaccine distribution points, as it is better to partner with groups which are
126 doing the vaccinations rather than doing the vaccinations ourselves. Cornner thanked
127 the faculty for their engagement. Hernandez recommended that we maintain an
128 equity-minded approach with our students and need to consider their multiple stresses.
129 Echeverri thanked Cornner and Associate Vice Chancellor of Institutional Effectiveness
130 Maury Pearl for such interesting data. She also thanked the faculty and is remaining
131 hopeful.

132

133 Cornner provided the Senators with the following documents and links:

134 <http://www.laccd.edu/About/News/Documents/Plans/LACCD%20COVID-19%20Re-Engagement%20Grid.pdf>

135 <http://www.laccd.edu/About/News/Pages/Recovery-Information.aspx>

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137 **Action Items**

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140 **Approval of New Subject: Native American Studies (NATIVAM) (DCC approved 1/8/21)**
141 **(Atondo/Akl) M/S/P**

142

143 Atondo reported that the request to create a new subject came from L.A. Harbor
144 College, in preparation to potentially develop curriculum at the colleges in the LACCD. If
145 approved, the action would go to the faculty union (American Federation of Teachers
146 [AFT] 1521) to negotiate the faculty load factor. Echeverri announced a potential
147 proposal at the ASCCC (Academic Senate for California Community Colleges) Plenary to
148 establish Minimum Qualifications (MQs) for Asian American Studies and Native
149 American Studies.

150

151 **AP 4221: Course Syllabus Requirements (DCC approved 1/8/21)**
152 **(Stewart/Kalustian) M/S/P**

153

154 Atondo referred to the LACCD's transition of its Board Rules and Administrative
155 Regulations to the templates used by the CCLC (Community College League of
156 California). Although many Board Rules and Administrative Regulations were
157 transitioned into Board Policies and Administrative Procedures (AP) in Spring of 2020,
158 this particular AP was missed last spring. No changes are being proposed in this
159 document; this language is in the existing Board Rule.

160

161 **Use of Video in Live/Synchronous Distance Education Courses for Inclusion in E89/AP**
162 **4105 (DCC approved 1/8/21)**

163 **Note: Title of E-89/AP 4105 revised to add “Live/Synchronous”**

164 **Main Motion: (Stewart/Kalustian) M/S/P as amended**

165 **No: Maddren**

166

167 **MOTION: Amend #3 to follow CCLC nomenclature (new language underlined; removed**
168 **language struck) – “The Chancellor, in consultation with the District Academic Senate**
169 **(DAS), shall establish ~~protocols~~ procedures to ensure that students are notified in**
170 **advance of the relevant academic term when video is to be required in a course.”**

171 **(Hernandez/Stewart) M/S/P**

172

173 **POINT OF ORDER: Maddren asked if this action item was being sent to the full DAS for**
174 **action.**

175 **RULING OF THE CHAIR: Echeverri stated that, should this action item pass DAS Exec, it**
176 **will be sent to the full DAS (District Academic Senate) for action.**

177

178 Wendy Bass-Keer, Chair of the Online Education and Academic Technology Committee
179 (OEATC), reported that the DAS Executive Committee (DAS Exec), OEATC, the District
180 Curriculum Committee (DCC), and other entities worked on this draft. Senators in
181 opposition to this motion argued that faculty members could make the determination
182 about application to their own classes and include their policy in their syllabi. Senators
183 who argued in favor of this procedure noted the benefit to faculty members to have
184 guidance as well as the necessity for students to have a fair and consistent District
185 policy; instructors may clarify the District policy in their syllabi. Bass added that
186 proctoring would be covered.

187

188 **FAQ on Use of Video in Synchronous Online Classes**

189 **(Stewart/Akl) M/S/P**

190 **Abstention: Maddren**

191

192 Bass explained that this is a living document from the OEATC, intended to provide
193 guidance to the faculty, and remains open to faculty feedback. The use of cameras can
194 be put on the Distance Education (DE) Addendum as an illustration of how to meet the
195 course objectives in an online environment. Students may also put their preferred first
196 name in the Student Information System (SIS); that name will then be imported to
197 Canvas. It is possible to have a waiting room in Zoom so that those who phone in to
198 class can be identified as students in the class before admitting to that class session.

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200 **Noticed Items**

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202 **Discussion Items**

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204 **Planning for:**

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- **DAS Meeting on February 11, 2021**
 - **DAS Election Procedures**
- **Spring 2021 District Discipline Day on February 26, 2021**
- **Spring, Summer, and Fall Semesters**
- **Spring 2021 ASCCC Plenary Session**

DAS Election Procedures: Echeverri requested that the Nominations and Elections Committee develop and deliver a presentation related to online election procedures, with the election itself as time certain during the May 13, 2021 meeting of the District Academic Senate. Stewart stated that he would not run for re-election as DAS Treasurer, citing his responsibilities with the L.A. Southwest and State Academic Senates. Echeverri thanked Stewart for his service. A candidate forum could be held from 12:30 to 1:30 at the May 13th DAS meeting. Another faculty member to serve on the Nominations and Elections Committee will be recruited from DAS. Job descriptions of the positions are contained in the DAS bylaws. Current reassigned time is as follows: DAS President – 1.0; Vice Presidents - .5 each; Secretary, Treasurer, and Parliamentarian - .2 each.

Discipline Day: Echeverri reported that Discipline Day will be on Friday, February 26, 2021. The DAS Professional Development College will assist DAS 1st Vice President Naja El-Khoury in the planning. A save the date email will go out shortly to Senate Presidents as well as to all faculty. The following ideas related to Discipline Day came from the floor: Change start time to 9:00 a.m.; have a guest speaker on equity-minded course design; build engagement and interaction (change format to speaker then breakout, panel then discussion, etc.); discuss peer online review; present on enrollment comparisons; hard-to-convert classes (lab, activity, CTE); authentic assessment; time for mental self-care to avoid burnout; permit sufficient time for discipline-specific discussions; encourage all disciplines to meet and not list specific discipline meetings in the program (lest it give the wrong impression that disciplines not listed will not be meeting); and prepare early so that awards for guest speakers are available.

Conference Funds: Stewart was pleased to report that, partly due to the virtual nature of meetings and conferences, the DAS had been able to sponsor more faculty from the colleges for various conferences and institutes, including the State Academic Senate 2020 Fall Plenary.

Review of DAS Goals for 2020-2021

Echeverri reviewed the DAS goals with the Senators. The goals were re-adopted with the view that actions plans are necessary for implementation, especially related to concerns related to equity – in faculty hiring and in curriculum. And although full-time faculty hiring may be low, the hiring of adjunct faculty will continue, especially because of the LACCD Supplementary Retirement Plan (SRP). We should also be moving forward

249 on succession planning (including a retreat and handbook for incoming officers),
250 professional development, as well as the publication of a Spring edition of *Academically*
251 *Speaking* with an equity theme. The DAS Exec will begin conversations about the 2021
252 Fall Summit. We will also continue discussions related to faculty doing scholarly
253 research at our colleges, and will re-visit the idea of having a District IRB (Institutional
254 Review Board). Some concern was expressed about this latter idea as we are not a
255 research institution and applicants for faculty positions who have doctoral degrees
256 might receive undo advantage, especially problematic since Minimum Qualifications do
257 not extend to doctorates.

258

259 The Senators expressed continued concerns related to DAS goal #3, upholding and
260 strengthening collegial consultation, and seeking collegiality in action, also known as
261 technical assistance. This advisory assistance service is intended to provide a facilitated
262 and structured opportunity to identify possible areas of conflict or different
263 interpretations of the law and regulations and to develop ways to resolve the
264 differences. Collegiality in action involves both the District Administration and the DAS,
265 the CCLC and the ASCCC (Community College League of California; Academic Senate for
266 California Community Colleges). Senators expressed the need for the Board of Trustees
267 as well as members of the LACCD Administration to receive professional development in
268 this regard as there have been a number of instances in which the Board has improperly
269 usurped the role of the District Academic Senate in violation of Title 5 §53200.

270

271 Echeverri reported that the District contract with the Los Angeles County Sheriffs has
272 been renewed for 6 months. A selection panel, assembled by LACCD Deputy Chancellor
273 Melinda Nish, included Darrell Eckersley, Chief Grievance Officer for Faculty Guild AFT
274 1521. However, the union had not appointed Eckersley to this selection committee.
275 Echeverri further reported that she will speak with Joanne Waddell, President of AFT
276 1521, regarding this administration appointment of faculty as well as other issues which
277 the union and senate have in common.

278

279 Hernandez, Kalustian, and Stewart will join Echeverri in scheduling an appointment
280 with the Chancellor, outside of the regularly-scheduled consultation date, to discuss
281 matters related to a collegiality in action visit. Echeverri requested that the Senators
282 forward concerns to her.

283

284 ***Without objection, the agenda was reordered to address concerns related to tutor***
285 ***classifications.***

286

287 **Tutor Classifications - Concerns**

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289 Hernandez shared a document related to tutor classification.

290 <https://docs.google.com/document/d/1RqWSd2EleTixCdg4ldXEd3iNXXmiNQBfzTx2wG>
291 [WK1TE/edit?usp=sharing](https://docs.google.com/document/d/1RqWSd2EleTixCdg4ldXEd3iNXXmiNQBfzTx2wG)

292

293 Amanda Ryan-Romo, English instructor and Director of the Learning Center at East L.A.
294 College, reported on problems with new Tutor categories. There had been an LACCD
295 task force on employment categories for student workers, including tutors, and she had
296 attended as a faculty expert in this area. However, she observed that decisions were
297 reached by this District task force which were contrary to the opinions of faculty
298 discipline specialists. Ryan-Romo noted equity issues related to LACCD student tutors,
299 reporting that tutors who are enrolled as students in the LACCD and who had displayed
300 expertise as tutors, would potentially lose \$4 per hour in pay with the new job
301 categories. Learning Center Directors may find themselves in the quandary of having an
302 insufficient number of tutors to supply student demand. Also, since this District
303 committee was related to personnel matters, the subject matter was confidential and
304 could not be discussed. Gisela M. Herrera, English instructor and Director of the
305 Reading and Writing Center at East, concurred, noting that the faculty was always
306 outvoted at this committee, and citing equity issues for our students.

307
308 The Senate Presidents expressed their concerns – for student equity and about faculty
309 input – and may potentially raise issues in consultation and through a resolution.

310

311 **Update on Administrative Retreat Rights Task Force**

312

313 The Senators reviewed the draft Board Policy and HR Guides. The consensus was
314 against the adoption of a proposed “grandfather’s clause” which would require the
315 District to create a tenure-track faculty position for current District administrators
316 without faculty tenure in the LACCD who wish to “retreat” to faculty. The DAS task
317 force will convey this message to LACCD Administration, and continue its work to seek
318 mutual agreement.

319

320 **Sexual Harassment Training**

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322 Senators expressed concerns related to the mandatory sexual harassment training,
323 noting little participant engagement and effectiveness in the nature or the presentation.
324 Echeverri will pass along these concerns to Anna Bruzzese, who has been appointed to
325 serve on the sexual harassment training task force. Echeverri will also follow up with VC
326 Cornner. She also noted that harassment complaints had been filed by District
327 employees, but that there have been reports that employees had not felt supported and
328 that complaints had not been resolved in a timely manner. The LACCD Office of
329 Diversity, Equity, and Inclusion has experienced personnel changes and attempts by the
330 Personnel Commission to reclassify positions in that area.

331

332 **Update on Ethnic Studies General Education Requirement**

333

334 There was general discussion on this topic, related to the Ethnic Studies requirement at
335 the California State Universities as well as at the LACCD. Echeverri reported that there is
336 a task force working on this at the statewide level. There will be an update at the next

337 ASCCC Spring Plenary, including Minimum Qualifications (MQs) for Asian American and
338 Native American Studies disciplines. Hernandez suggested the need for instructors in
339 affected disciplines and posited that there would be a need for adjustment in the faculty
340 hiring prioritization recommendations at the college senates. Echeverri reported on
341 related discussion at a meeting of the Board of Trustees Committees, and a possible
342 legislative expansion of the Ethnic Studies categories. The LACCD Office of Educational
343 Programs and Institutional Effectiveness is working on data to anticipate demand
344 related to instructors in Ethnic Studies, and it is likely that colleges will be able to hire
345 faculty in this area.

346

347 Atondo will forward a document on Frequently Asked Questions (FAQs) related to the
348 explicit learning outcomes to be contained in the Area F General Education requirement
349 at the California State Universities (CSUGE). She stated that the courses in CSUGE Area F
350 for the California Community Colleges will be driven by what the Cal States will accept,
351 and recommended that the Senate Presidents speak with the Articulation Officers and
352 Curriculum Chairs at their local colleges to get specific information related to affected
353 classes at their colleges.

354

355 **Request to ASCCC for Technical Assistance/Collegiality in Action**

356

357 Echeverri, Hernandez, Stewart, and perhaps John Freitas will meet next week on this
358 topic.

359

360 **Faculty Hiring and Diversity**

361

362 Echeverri reported that the current FON (faculty obligation number) is very low because
363 of low student enrollment in the LACCD. Colleges in the District are likely to hire faculty
364 in disciplines related to Allied Health and Ethnic Studies.

365

366 **Professional Development College Future Direction: Support for Hard-to-Convert 367 Classes, AB 705, Online Instruction and Services, Other**

368

369 Echeverri noted that the State budget outlook was more favorable, including additional
370 one-time money, and that the DAS was facing statewide issues which could benefit with
371 additional funding and reassigned time for resolution. Brent reported that the
372 Professional Development College had broadened its areas of focus, and would be
373 seeking appropriate revision to the DAS Bylaws to reflect those changes. The PDC will
374 work with 1st VP Naja El-Khoury on Discipline Day.

375

376 **DAS Online Education and Academic Technology Committee**

377

378 Echeverri reported that she sent an email requesting participation from colleges not
379 currently being represented on this committee.

380

381 **Update on Sheriff's Contract and Oversight Committee**

382

383 Echeverri reported that the LACCD has extended for 6 months the contract with the Los
384 Angeles County Sheriff's Department to provide policing and security for the District as
385 the Community College Bureau. Discussions continue regarding what levels of security
386 are needed, whether those persons offering security should be armed or unarmed, etc.
387 The LACCD will then go out for a formal RFP (request for proposal) for a multi-year,
388 multi-million-dollar contract. Greater faculty involvement is needed in these
389 discussions. Currently, Darrell Eckersley, Chief Grievance Officer for the faculty union, is
390 serving on this committee.

391

392 **Diversity, Equity, and Inclusion Statement**

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394 Kalustian expressed concerns regarding the process surrounding the revision of the
395 LACCD's statement on diversity, equity, and inclusion, especially in relation to faculty
396 hiring. He stated that this topic falls under the purview of the academic senate, and
397 observed that the LACCD Administration has not involved the DAS in these discussions
398 despite senate requests. There are collegiality and consultation issues at stake.
399 Hernandez reported on work done at East's senate retreat, including a review of the
400 practices contained in a 2018 State Academic Senate publication, and noted the
401 necessities of developing local training, and having institutional commitment to
402 broadening faculty applicant pools. The DAS Exec will consider crafting a letter
403 addressed to the LACCD Chancellor and Board of Trustees.

404

405 **Other Concerns: Accreditation, Board Rules Project, Website Redesign**

406

407 Senators expressed concerns regarding the website redesign project, as college sites
408 were not easy to navigate and contained too much information. These websites were
409 intended to be redesigned to be front-facing and student-centered, and not meeting
410 those criteria may prove problematic during accreditation. Echeverri will invite Carmen
411 Lidz, LACCD Vice Chancellor of Information Technology, and Joshua Miller, Chair of TPPC
412 (the District Technology Planning and Policy Committee) and Guided Pathways
413 Coordinator, to an upcoming meeting. The Board Rules alignment project continues
414 apace, and the Student Services portions will be brought to DAS.

415

416 **Reports**

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- 418 • **Officer Reports**

419

420 **President**

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422 Echeverri thanked the faculty for their hard work during these difficult times, and hoped
423 that everyone stays safe and healthy.

424

425 **1st Vice President** – no report

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427 **2nd Vice President**

428

429 Atondo announced that DCC would have a special meeting on January 29, 2021
430 regarding the status of eLumen; there will be more details after that meeting related to
431 the Go Live date for the program. She thanked Daniel Keller and Johnny Berella from
432 the LACCD Office of Educational Programs and Institutional Effectiveness and their
433 teams. Experienced curriculum chairs can help newer chairs and, until eLumen is live,
434 Word documents could be used for curriculum processes.

435

436 **Treasurer** – written report

437 Stewart offered his name in nomination as faculty co-chair the District Budget
438 Committee (when elections are held).

439

- 440 • **Other Reports:**
- 441 • **TPPC** – no report
- 442 • **Academic Technology** – previous action items
- 443 • **Professional Development College** – previously reported
- 444 • **Hard-to-convert courses** – no report
- 445 • **DE Training Workgroup** – no report
- 446 • **Guided Pathways** – no report
- 447 • **Others** - none

448

449 **Upcoming Meetings:**

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451 **LACCD Board Meeting:** Wednesday, February 3, 2021 - Zoom

452 **DAS Executive Committee:** Friday, February 5, 2021 – Zoom

453 **District Budget Committee:** Wednesday, February 10, 2021 – Zoom

454 **DAS Meeting:** Thursday, February 11, 2021 – Zoom

455 **Consultation:** Tuesday, February 16, 2021 – Zoom

456 **Board Standing Committees:** Wednesday, February 17, 2021 – Zoom

457 **District Discipline Day:** Friday, February 26, 2021 – Zoom

458 **ASCCC Area C Meeting:** Saturday, March 27, 2021, 2021 – Zoom

459 **ASCCC Spring 2021 Plenary Session:** April 15-17- 2021

460

461 **Adjournment**

462 (Kalustian/Stewart) **M/S/P**

463 The meeting was adjourned at 2:05 p.m.

464

465 Respectfully submitted by Lourdes M. Brent, DAS Secretary