

District Academic Senate Executive Committee Meeting

Friday, September 6, 2019
Educational Services Center
Board Hearing Room
MINUTES

Attendance

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), Robert Stewart (Treasurer), Don Gauthier (Past President)
City	Michael Kalustian
East	Jeff Hernandez
Harbor	
Mission	Carole Akl
Pierce	Barbara Anderson
Southwest	Robert Stewart
Trade	
Valley	Chauncey Maddren
West	Holly Bailey-Hofmann
Guests	

Call to Order:

President Angela Echeverri called the meeting to order at 9:42 a.m.

Approval of the Agenda:

The agenda was adopted as written
(Stewart/Hernandez) **M/S/P**

Approval of the Minutes:

The minutes of the August 2, 2019 meeting were approved as amended
(Hernandez/Anderson) **M/S/P**

Public Speakers:

None

Echeverri requested that those present introduce themselves. By way of general announcements, she reported that that Past Senate President at City Dan Wanner had been named Assistant Dean of Curriculum at that college. Hernandez announced that Governor Gavin Newsom visited East Los Angeles College, and that student

30 representatives from all 9 colleges were present. Anderson inquired as to reassigned
31 time for articulation officers; Atondo reported that she would look into the matter, but
32 that amounts of reassigned time for that position vary. Bailey-Hofmann announced that
33 the Mayor of the City of Los Angeles, Eric Garcetti, is scheduled to visit West. Echeverri
34 commented briefly on the recent September Board meeting at Harbor, but stated that
35 she would reserve the majority of her remarks for her President's report.

36

37 **Action Items**

38

39 **Resolution Acknowledging EOPS on its 50 Years of Student Success**

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

41 This item will be brought to the September 12, 2019 DAS meeting and to the ASCCC
42 (Academic Senate for California Community Colleges) Fall 2019 Plenary Session. As
43 Plenary delegates, Echeverri and Stewart will sponsor this resolution.

44

45 **E-120 – Student Transcript Notations**

46 (Bailey-Hofmann/Maddren) **M/S/P – as amended**

47 ***Add to 2.e) – inclusion of area(s) met in LACCD GE, CSUGE, or IGETC; competency area;
48 and course content where applicable***

49 Atondo reported that there was no new content or policy.

50

51 **E-115 – New or Realigned Subject Proposal Form**

52 (Stewart/Anderson) **M/S/P – as amended**

53 ***Include “AFT 1521 Faculty Guild” where there is any reference to “Faculty Guild” or
54 “AFT”***

55 Atondo reported that this item was just a form to put policies in place which had already
56 passed via the adoption of E-115. This form was approved unanimously by the District
57 Curriculum Committee (DCC). Echeverri will send the revised form to AFT 1521 Faculty
58 Guild President, Joanne Waddell, for input since the form refers to workload. A version
59 with the omission of strikeouts in the draft document will be sent to the full DAS
60 (District Academic Senate).

61

62 **Revised 2019-2020 DAS Calendar**

63 (Stewart/Bailey-Hofmann) **M/S/P**

64

65 Echeverri summarized changes to the calendar. Discipline Day will remain on October
66 18, 2019, but the joint Summit may have to be moved to the Spring Semester of 2020.
67 Although there have been no implementation guidelines from the California Community
68 Colleges Chancellor's Office (CCCCO) for ESL (English as a Second Language), courses,
69 levels, and sequences must still be in compliance with AB 705 in Fall 2020. The ESL
70 discipline committee will be meeting on September 13, 2019, and a larger event
71 (including faculty from related/affected disciplines) will be scheduled for a future date;
72 September 20th is currently available since the LACCD/DAS Summit will be rescheduled

73 for the Spring 2020 Semester. Echeverri stressed the importance to review the various
74 options for AB 705 compliance for ESL.

75

76 Bailey-Hofmann suggested we consider looking at different dates for events as well as
77 the possibility of scheduling multiple events on the same day on occasions where not
78 too many faculty members would be impacted. Hernandez voiced his concerns
79 regarding timelines for curriculum and galleys for any ESL courses. He urged Senates to
80 be proactive, and recommended a survey of the ESL discipline committee to see when
81 they are available to meet.

82

83 El-Khoury observed that ESL must focus on assessment/placement, and reported that
84 Southwest was in compliance with AB 705. He also announced that the themes for
85 Discipline Day were: 1) Compliance; and 2) Curriculum alignment. Echeverri noted that,
86 without a guidance memorandum from the CCCCCO, especially in regards to assessment
87 or placement, AB 705 compliance would be very difficult for ESL. She hopes that the
88 larger ESL-related event can occur on September 20th and, if not on that date, sometime
89 before the October 18th Discipline Day. Echeverri observed that Cypress College and
90 Solano Community College are considering various options for ESL, including a transfer-
91 level ESL comparable to English 101.

92

93 Reports

94

95 **Officer Reports**

96

97 *** President**

98 Echeverri stated that she is currently working on her report of the six-hour September 4,
99 2019 meeting of the LACCD Board of Trustees. Announcements and recognitions
100 included a Women's Empowerment Summit that took place over the summer and
101 congratulations to EOPS (Extended Opportunity Programs and Services) for 50 years of
102 student success. The Board approved the final 2019-2020 budget, which included a
103 3.26% COLA (cost of living adjustment) from the state. The College Promise has been
104 expanded to cover two years of tuition/fees for California Community College students.
105 The District will be "held harmless" for an additional year, through 2021-2022, while it
106 transitions to the Student-Centered Funding Formula (SCFF). The Board also approved a
107 change to the college debt repayment policy. That is, colleges in debt will be paying no
108 more than 1% of their total budget annually instead of 3%. This recommendation came
109 from the District Budget Committee (DBC). In addition, the Chancellor has the option of
110 offering additional strategies to help colleges that are in debt. Not all Trustees agreed
111 with these changes. Echeverri further observed that the student trustee was very vocal
112 throughout the Board meeting. He asked Echeverri how she felt about the Chancellor's
113 directive to cut English and Math classes more than one level below transfer for the Fall
114 2019 Semester. In response to the Student Trustee's question, Echeverri reiterated her
115 position and that of the DAS.

116

117 Continuing her Board report, Echeverri noted that overall enrollment is down 2%; Math
118 enrollment is down 17% districtwide. She is hoping that the District and the colleges are
119 open to offering late-start classes. The District reported that it is spending \$8 million to
120 assist with AB 705 implementation. Although Echeverri asked for a breakdown of
121 expenditures, she had not received it as of this meeting. Net Tutor, online tutoring
122 through Canvas, has been funded for math, English, and ESL and tutoring/learning
123 centers are receiving funding to be open for additional hours. The Board authorized an
124 agreement for a districtwide marketing campaign; the cost will be \$4 million over a two-
125 year period. There were no students or faculty members on the panel which selected
126 the marketing firm Interact Communications, Inc. The Student Trustee was vocally
127 opposed to this action. He noted that African American males are a disproportionately
128 affected group and that effective outreach and retention efforts should be made.
129 However, he noted that no African Americans were pictured on Interact
130 Communication's website. Echeverri observed that, if the District is not offering the
131 classes which students need and want, then enrollment will suffer whether we have a
132 marketing firm or not. Stewart explained the necessity for financial recovery plans for
133 colleges, and that administration must include the local senates.

134

135 At this past Board meeting, public speakers were placed at the end of the agenda.
136 Director of Nursing at Pierce, Beth Benne, spoke of the increased need for mental health
137 services for students. She stated that additional costs for those services could be
138 covered by increasing the student health fee, which has been at \$11 per semester since
139 1993. By law, the health fee can increase to \$22. Citing the increased incidence of
140 mental health issues and noting a recent student suicide, Benne advocated for a full-
141 time psychologist at the district. Gauthier suggested that ASOs (Associated Students
142 Organizations) be invited to help support as well. Echeverri also made announced the
143 new college presidents and interim presidents.

144

145 *** 1st Vice President**

146 Equivalency – El-Khoury announced the Fall 2019 meeting schedule of the Equivalency
147 Committee; it is also on the DAS website. The Equivalency Committee reviewed over 15
148 equivalency cases over the summer. The 2018 disciplines list and the CTE (Career
149 Technical Education) tool kits are available. On August 16, 2019, there was a meeting
150 for the Non-Credit disciplines at the Van de Kamp Innovation Center. Not all colleges
151 have full-time faculty members in the Non-Credit disciplines, and the Equivalency
152 Committee is reluctant to have deans review equivalency for Non-Credit. Finding ways
153 to consult with Non-Credit faculty to resolve equivalency issues will be on the agenda
154 for the next Equivalency Committee. In light of the CTE tool kit, the Equivalency
155 Committee has suggested adding CTE representatives to its committee. After revisions
156 to the flow chart are approved by the Equivalency Committee, El-Khoury will include it
157 in his DAS report. At present, an equivalency candidate has the option to appeal a
158 decision by the Equivalency Committee to the DAS Executive Committee. His
159 recommendation is that the Equivalency Committee must be the final arbiter. El-

160 Khoury will begin forwarding agendas and other equivalency-related information to the
161 senate presidents.

162

163 Continuing his report, El-Khoury also announced that Dr. Newton Miller will be the
164 keynote speaker at the October 18, 2019 Discipline Day at Valley. Vice Chancellor Ryan
165 Cornner will provide funding. El-Khoury reported that an excellent job was being done
166 on Computer Science and Computer Information alignment. In response to Gauthier's
167 question, El-Khoury stated that he was not aware of any audits.

168

169 TPPC – El-Khoury announced that he was unable to volunteer to co-chair this committee
170 any longer. Gauthier recommended that a faculty member already serving on TPPC
171 (Technology Planning and Policy Committee) be recruited to step forward as chair. El-
172 Khoury recommended the need for a faculty-specific technology committee. The
173 Academic Technology Committee is a standing committee of the DAS.

174

175 *** 2nd Vice President**

176 Atondo gave an update on graduation evaluators reviewing coursework for students to
177 determine if those classes meet graduation requirements. She noted that, in spring
178 2019, the DAS passed a resolution upholding faculty primacy over curriculum. The
179 district administrators concurred with the DAS position. The graduation evaluators
180 asked for their positions to be reclassified, and the end result is that the Personnel
181 Commission has opened a formal audit of that position. The resolution that was passed
182 stated that colleges need to formalize what their process is. She and other articulation
183 officers will attend the meeting of the Counseling Department Chairs on Monday,
184 September 9, 2019. Problematic practices at some colleges include graduation
185 evaluators reviewing and evaluating coursework outside our district for CSUGE, IGETC,
186 local GE, etc. (California State University General Education; Intersegmental General
187 Education Transfer Curriculum; General Education). She agreed that the graduation
188 evaluators job descriptions should be changed to comply with approved policy. Atondo
189 will monitor the Personnel Commission audit of the graduation evaluator position and
190 provide updates to the DAS. Hernandez suggested that one approach for compliance
191 could be via a Chancellor's directive to the Chief Instructional Officers. He also
192 suggested making the DAS Exec available to local senates to provide training regarding
193 faculty discipline expertise – clearly a 10 + 1 issue.

194

195 On the subject of eLumen, Atondo announced that ECD (the district Electronic
196 Curriculum Development system) needs to go dark for a period of time around April 30,
197 2020, to permit migration of curriculum to eLumen. All curriculum should be in eLumen
198 by June 1, 2020. Faculty members will need to validate the accuracy of the curriculum
199 migration.

200

201 *** Treasurer**

202 Referring to his written report, Stewart covered the topics of dues submission and
203 conference requests and reimbursements. Prepayment of ASCCC (Academic Senate for

204 California Community Colleges) Fall 2019 Plenary Session is still possible. He noted that
205 reimbursement for Plenary has a \$1,500 limit. It might be possible for the DAS to pay
206 for the registration of one additional faculty member from each college. Stewart
207 reminded the Senators that the ASCCC Foundation is also offering a limited number of
208 scholarships for Plenary attendance.

209

210 *** Secretary**

211 Brent encouraged local senate presidents to review and revise the lists of DAS
212 representatives and college liaisons to the DAS Professional Development College (PDC).

213

214 *** Professional Development College – Brent**

215 Brent reported that she had sent seminar information to all of the senate presidents
216 and encouraged them to share with faculty members at their respective colleges. Two
217 upcoming events include a seminar on AB 705 implementation on September 13th and a
218 seminar on parliamentary procedure and the Brown Act on September 27th.

219

220 *** Guided Pathways – Miller**

221 Echeverri reported that there are 4 Guided Pathways summits currently on the calendar.

222 *Guided Pathways Committee charter & Membership – no discussion

223

224 *** E-100 and Board Rules Alignment Project – Freitas**

225 There was a written report stating that a task force had been established for the
226 revision of E-100 (Criteria for Serving Students with Disabilities). Some task force
227 members had already been identified, but local senate presidents were requested to
228 recommend more faculty participants. Freitas will also spearhead a project to align
229 LACCD Board Rules with recommended guidelines of the Community College League of
230 California (CCLC).

231

232 *** District Budget Committee – Hernandez**

233 Hernandez reported that the district received its share of additional funds above hold
234 harmless this summer in the categories of equity and student success. The amount of
235 \$17.8 million was set aside in reserve and is not being distributed to the colleges at
236 present. District administrators had argued that, since that funding is tied to enrollment
237 calculations – and the final calculations are not available until January – the District will
238 keep those funds until then. However, Hernandez argued that adjustments to
239 enrollment calculations would be minor between now and January, and that the
240 colleges need that money now, especially in light of AB 705. The timing of the allocation
241 of the \$17.8 million will be on the upcoming DBC agenda.

242

243 Echeverri noted that DAS currently has one vacancy on the DBC. Eddie Tchertchian from
244 Pierce has requested that he be appointed. Kalustian might also have a
245 recommendation. There is much concern with enrollment, especially since the hold
246 harmless period will end after the 2021-2022 academic year. Hernandez observed that

247 we as a District know where we are growing and where we are hurting, and we need to
248 plan accordingly.

249

250 * **Other College, Committees, and Task Forces** – no discussion

251

252 **Discussion Items**

253

254 **DAS Goals for 2019-2020**

255

256 **Motions:**

257 **1.To include two goals from 2018-2019:**

258 ***A) Promote more diversity in faculty hiring;***

259 ***B) Recognize outstanding persons doing senate work. This would include a***
260 ***nominations and awards process and rubrics.***

261 ***2.Amend 2019-2020 Goal #4 to read: ~~Monitor~~ Ongoing alignment of Board Rules and***
262 ***administrative regulations with Community College League Templates.***

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

264

265 **Update on AB 705 Implementation**

- 266
- 267 • Joint Task Force: Recommendations for English, ESL, and Math support and Net
268 Tutor Contract
 - 269 • AB 705 Implementation for ESL in Fall 2020
 - 270 • Chancellor’s Revised Response to DAS resolution – Echeverri referred to updated
271 outcomes in Math and requested that the Chancellor distribute widely.
 - 272 • Faculty Guild Grievance
 - 273 • Other: Student Placement in Math and English
 - 274 • Other: AB 705 data collection – Echeverri obtained data on early semester drop
275 rates and found them to be higher than the previous year, especially for Math
276 125. She will continue to request and report on such data on an ongoing basis.
277 Echeverri also encouraged departments to look into offering late-start classes.
278 The district has allocated \$1.4 million for online tutoring in English, Math, and
279 ESL through Net Tutor.
 - 280 • Other: Chancellor’s directive to cancel English and Math courses more than 1
281 level below transfer for Fall 2019 – Echeverri has been in discussion with AFT
282 Faculty Guild President Joanne Waddell to explore response options from the
283 faculty, including a grievance, a lawsuit, and a possible complaint with the Public
284 Employee Relations Board (PERB)
 - 285 • Other: Financial aid eligibility of support courses – Brent reported a possible
286 problem regarding the financial aid eligibility of students taking designated
287 support courses, e.g., Math 125S. This will be placed on the consultation
288 agenda.

288

289 **Motion to extend meeting for 15 minutes**

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

291

292 **Planning for Upcoming Events in 2019-2020 - Echeverri**

293

- 294 • DAS Newsletter – deadline for Fall submissions is November 22, 2019
- 295 • Agenda for September 12, 2019 DAS meeting – Echeverri will forward draft
- 296 agenda this afternoon; consultation is on September 10, 2019
- 297 • Additional Board Docs Training – Interim Deputy Chancellor Nish is willing to go
- 298 to City to train senators
- 299 • Guided Pathways, ESL Meetings, Discipline Day, Summit

300

301 **Retreat Rights Policy for Administrators**

302 Echeverri reported that a meeting will be scheduled shortly. Echeverri, Anderson, Brent,
303 Freitas, Gauthier, and Hernandez have offered to serve.

304

305 **Faculty Representation on Human Resources Council**

306 Citing Education Code §87360(b), Brent requested that there be faculty representation
307 on the HR Council, especially in areas regarding faculty hiring. She noted that the DAS
308 collaborated with administration in revising HR-R-130 which refers to the hiring of
309 adjunct faculty. This action was taken partly to comply with a recommendation to meet
310 standard from the ACCJC (Accrediting Commission for Community and Junior Colleges).
311 Echeverri stated that this item will be placed on the consultation agenda.

312

313 **DAS Review of New Technology**

314 Brent referred to an example of how new technology was brought to the district
315 without faculty recommendation (Cranium Café). She encouraged the TPPC to be
316 proactive in its considerations of technology in our colleges and ensure that there is
317 faculty involvement in its review.

318

319 **E-88 and College Graduation Honors**

320 Atondo observed that since there is a district transcript now, that is, all coursework from
321 all colleges in the LACCD are included in one transcript, there must be agreement on
322 what constitutes honors at graduation. Echeverri will summarize what is currently in
323 practice and bring to DAS for review and discussion.

324

325 **Departmental Reorganization**

326 Akl requested that senate presidents forward their policies and procedures being used
327 at their colleges for department reorganization.

328

329 **Challenges Providing Resources to Students Under New Purchasing Requirements**

330 Hernandez reported that rules for purchasing are resulting in delays for vendors to be
331 paid. Adverse effects are being experienced for college programs and students. Library
332 donations are being delayed. Echeverri stated that this will be a consultation item.

333

334 **BR 801**

335 This item will be on the agenda of the next consultation.

336

337 **Collegiality survey**

338 Hernandez observed that collegiality is poorly defined, although this issue has been

339 considered by the ASCCC, and also by the AFT Faculty Guild in collective bargaining.

340 Hernandez can forward a PowerPoint presentation which he delivered to the Executive

341 Committee Senate at East, and can do an abbreviated presentation at the next meeting

342 of the DAS Exec.

343

344 **Faculty Diversification**

345 Hernandez expressed concern that this topic is not receiving the attention and

346 resources necessary for resolution, and recommended that it continue to be a DAS goal

347 for 2019-2020.

348

349 **Other Items**

350 Anderson announced that Pierce will be hosting the ASCCC regional curriculum meeting.

351

352 **Upcoming Meetings**

353 Board meeting: Wednesday, August 7, 2019 at ESC

354 District Budget Committee: Wednesday, August 14, 2019 at ESC

355 Board Standing Committees: Wednesday, August 21, 2019 at ESC

356 DAS Meeting: Thursday, September 12, 2019

357 ASCCC Academic Academy: September 13-14, 2019, in Long Beach (QM)

358 ASCCC Fall Plenary: November 7-9, 2019, in Newport Beach

359

360 **Adjournment**

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

362 The meeting was adjourned at 12:17 p.m.

363

364 Respectfully submitted by Lourdes M. Brent, DAS Secretary