

District Academic Senate Meeting

Thursday, December 10, 2020

1:30 p.m. to 3:30 p.m.

Zoom URL: <https://laccd.zoom.us/j/94567699978>

Meeting ID: 945 6769 9978

MINUTES

Attendance – Senate Presidents in parentheses

	Present
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP), Lourdes Brent (Secretary), Robert Stewart (Treasurer), John Freitas (Parliamentarian)
City	(Michael Kalustian), Nadia Elahi, Jeff Hicks
East	(Jeffrey Hernandez), David Hale, Jean Stapleton
Harbor	
Mission	(Carole Akl), Elizabeth Atondo, Stephen Brown, Tracy Harkins
Pierce	(Barbara Anderson), Jamie Langan, Margarita Pillado, Sabrina Prieur
Southwest	(Robert Stewart)
Trade	Paulette Bailey, David Esparza, Deirdre McDermott
Valley	(Chauncey Maddren), Kathryn Queen
West	Grace Chee, Adriana Martinez
Guests	Wendy Bass Keer (Pierce), Ryan Cornner (VC EPIE), Jessica Drawbond (Southwest), Carlos Guerrero (City), Carmen Lidz (VC IT), Yubelkys Montalvo (HET), Joshua Wentz (Mission)

Call to Order:

President Angela Echeverri called the meeting to order at 1:31 a.m.

Echeverri expressed thanks to the faculty for their hard work this academic year as we continue remote/online instruction and services.

Approval of the Agenda:

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

Approval of the Minutes:

The minutes of the October 8, 2020 meeting were approved as amended – *inclusion of attendee*
(Akl/Pillado) **M/S/P**

Public Speakers: Yubelkys Montalvo, Executive Director of HETS Consortium (Hispanic Educational Technology Services)

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Carmen Lidz, Vice Chancellor and Chief Information Officer of the Los Angeles Community College District (LACCD), announced that the LACCD had joined the Hispanic Educational Technology Services consortium. Yubelkys Montalvo is the executive director of the consortium. Montalvo shared a presentation and noted that many resources are available to faculty such as links about teaching, technology and productivity in a higher education setting. Their website is www.hets.org and the email address is info@hets.org

Ryan Cornner, Vice Chancellor of Educational Programs and Institutional Effectiveness, thanked the Senators for providing faculty leadership. He observed that the DAS has reviewed and acted upon a number of items such as Board Policies, Administrative Procedures, and the issues related to an online environment, as examples. Cornner went on to state that the recommendations from the DAS are very helpful related to defining best practices to educate and serve our students.

Action Items

1. Amend Articles III (Elections) and IV (Succession) of DAS Bylaws (DAS Exec 12/4/20) (Akl/Anderson) M/S/P

AMENDMENT: Retain language from current bylaws: *“In order to vote in the election for DAS officers, a DAS representative is required to have attended a minimum of four regular DAS meetings (other than the election meeting) during the previous two years.”*

POINT OF CLARIFICATION: *Request for identification of what is on the floor*

RULING FROM THE CHAIR: *On the floor is eligibility for voting requirements*

PARLIAMENTARIAN: *A majority vote is needed to pass the amendment*

A roll call vote was conducted.

YES: 2 (El-Khoury; Stewart)

NO: 24

(Chair did not vote)

Motion fails

A vote was then conducted on the original action item.

PARLIAMENTARIAN: A 2/3 majority is needed to pass; abstentions do not count.

A roll call vote was conducted.

YES: 24

NO: 2 (El-Khoury; Stewart)

ABSTAIN: Chee

(Chair voted)

Motion passes

71 Echeverri stated that this action item was noticed at our last meeting. She gave an
72 overview of the proposed motions to amend the current bylaws, including the election
73 of officers and succession in terms of vacancies.

74

75 The first motion to amend the bylaws would retain the meeting attendance
76 requirement of college representatives to the DAS to obtain and maintain their eligibility
77 to vote. From the current bylaws: "In order to vote in the election for DAS officers, a
78 DAS representative is required to have attended a minimum of four regular DAS
79 meetings (other than the election meeting) during the previous two years."

80

81 Senators speaking against the amendment cited examples at their local senates at which
82 all senators are eligible to vote, regardless of their attendance. Meeting attendance is
83 not a requirement for voting at the Academic Senate for California Community Colleges
84 (ASCCC); we should follow that example. Senates can appoint representatives to vacant
85 positions to ensure proper attendance and college representation. The proposed
86 amendment would also disadvantage new DAS representatives. Diversity in the senate
87 should be encouraged. Arguments in favor of this motion were that an attendance
88 requirement of 4 out of 16 meetings in order to meet the voting eligibility threshold was
89 not onerous. There are eligibility requirements, such as reaching voting age, to vote in
90 national elections. Having eligibility requirements to vote are not wrong in and of
91 themselves.

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93 The motion to retain the current bylaws related to voter eligibility failed. The main
94 motion to remove meeting attendance as a requirement for DAS voter eligibility and to
95 provide greater detail related to DAS Officer succession passed.

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97 **2. Board Policy 4235 – Credit for Prior Learning (DAS Exec 11/13/20)**

98 (Atondo/Akl) **M/S/P – No objections to unanimous consent**

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100 Atondo stated that all California Community Colleges are mandated to have a policy
101 regarding credit for prior learning by the end of this calendar year. The proposed
102 language in BP 4235, taken from the policy at Palomar College, is intended to be very
103 broad. The description for military service and training was broadened so as not to be
104 prescriptive. The LACCD has a current procedure related to this topic as an
105 administrative regulation (E-Reg); there is no current Board Rule on credit for prior
106 learning. The credit by examination policy and procedures under current Board Rules
107 will move into an Administrative Procedure under credit for prior learning. Atondo
108 further stated that there is already an E-Reg for credit for military service which is used
109 to satisfy certain General Education (GE) requirements for local degrees.

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111 **3. Administrative Procedure 4235 – Credit for prior Learning (DAS Exec 11/13/20)**

112 (Atondo/Pillado) **M/S/P – Without objection, by unanimous consent**

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114 Echeverri noted that this approved procedure would render local policies moot.

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4. Administrative Policy 4025 – Philosophy and Criteria for Associate Degree and General Education (DAS Exec 11/13/20)

(Akl/Atondo) *M/S/P – Without objection, by unanimous consent*

Atondo noted that having such a policy is a legal mandate. The District Curriculum Committee (DCC), the District Math Council, and District English Council have all reviewed this policy.

5. Western Interstate Consortium of Higher Education (WICHE) Passport Outcomes Mapping (DAS Exec 11/13/20)

(Atondo/McDermott) *M/S/P – Without objection, by unanimous consent*

Atondo reminded the Senators that this outcome-mapping action is our final step in the MOU (memorandum of understanding) that we have already signed. Participating institutions in WICHE agree to accept GE patterns as a block. Institutions participating in WICHE are usually smaller and out of state, so the potential impact on the LACCD and its students is small. However, insofar as it may benefit some students, it is worth the District’s participation. Atondo thanked Daniel Keller, LACCD Dean of Curriculum and Educational Support Systems, for developing the Excel spreadsheet and the GE mapping. Two areas of the passport block that do not map to local, CSUGE, or IGETC (California State University General Education; Intersegmental General Education Transfer Curriculum) have been added in eLumen for local faculty and curriculum committees to review, develop, and add as applicable. When developing curriculum at the local level, concerns related to cultural diversity and concomitant curriculum changes can be made at that time. Once approved, directions to the field on how to implement the GE blocks will be issued.

6. DAS Resolution 12/10/20: Support Ethnic Studies General Education and Graduation Requirement through Ongoing Process to Revise Title 5

(Akl/Hernandez) *M/S/P – Without objection, by unanimous consent*

Hernandez noted that the senate was looking at ways to address the Ethnic Studies and social justice requirements, and began a task force under senate purview. However, there were already Ethnic Studies faculty who had organized themselves as a task force outside the DAS. This action resulted in confusion regarding, among other things, who was officially speaking for the faculty. The resolution currently under discussion helps explain the context. At the State Academic Senate Plenary Session in November of 2020, two resolutions related to the Ethnic Studies requirement were adopted. Since discussions regarding Title 5 updates related to the Ethnic Studies General Education requirement for the Associate’s degree are already underway, it would be best to monitor those changes and implement them when decided upon. The DAS can promote awareness among the Chancellor and the Board of Trustees about the upcoming Title 5 changes and the DAS can also support what is happening at the state level.

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7. Board Policy 4300 – Field Trips and Excursions (DAS Exec 12/4/20)

(Pillado/Queen)

MOTION: *Postpone to February 2021 meeting*

(Hernandez/Chee) **M/S/P - *Without objection, by unanimous consent***

Freitas reported that this BP is legally required, and a part of the Board Rule alignment project. There is currently no Board Rule on field trips. There will likely be an Administrative Procedure in the next few months where the procedures would be developed. Travel restrictions to certain states would apply (state law is cited in the draft BP).

Reports

- **Officer Reports**

President

COVID-19

Board

ASCCC Fall 2020 Plenary

Support for Remote and Online Instruction

Echeverri reported that the LACCD Supplementary Retirement Plan (SRP) was approved by the Board of Trustees. Two hundred seventy-seven District employees have decided to retire in December 2020 or June 2021. Approximately one-half of the 277 are faculty. L.A. Harbor College President Otto Lee will also be retiring.

District enrollment is down 13% in FTES (full-time equivalent students) and 10% in headcount. The top enrollment drop areas are English, Math, Health/Kinesiology, and Sociology. English as a Second Language (ESL) and Career Technical Education (CTE) are also seeing enrollment declines. Enrollment gains are primarily in STEM (Science, Technology, Engineering, Mathematics). There was a District enrollment summit last week. Unfortunately, faculty were not invited to participate. Enrollment is down across the state; the implementation of AB 705 did not help. The trends are worrisome. Colleges are being held harmless for now, but we must use creativity and dialogue to get us back on track. Learning loss is occurring in K-12. The Board of Trustees is meeting Saturday for a retreat. Nichelle Henderson replaces Scott Svonkin on the Board of Trustees. Echeverri thanked the faculty for their hard work.

1st Vice President

Equivalency

Project MATCH

Discipline Day

203 El-Khoury reported that the Equivalency Committee will meet on December 14, 2020.
204 There were no action items, but the committee will discuss projects for next year.

205
206 The Project MATCH Committee met on November 23, 2020 to obtain updates. The
207 faculty representatives to this committee will serve until the end of this year. Senate
208 Presidents may then appoint new representatives if they wish. The current committee
209 representatives have reported that they wish to continue serving in that capacity.

210
211 Discipline Day will be on February 26, 2021. The event will be virtual. El-Khoury
212 requested ideas for themes, presenters, and breakout sessions. At least two hours will
213 be set aside for the District discipline committees to meet.

214
215 **2nd Vice President**
216 **DCC**
217 **eLumen**

218
219 Atondo reported that DCC meets tomorrow, December 11, 2020. The agenda and
220 Zoom/call-in information are on BoardDocs.

221
222 **Treasurer** - no report

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224 **Secretary**

225
226 Brent reported that an updated list of the DAS Representatives had been emailed to the
227 Senate Presidents.

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229 **Professional Development College (PDC)**

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231 Brent referred the Senators to a document outlining the areas of emphasis for the PDC:
232 1) General Support/Overview; 2) Instruction and Student Services; 3) Equity; and 4)
233 Leadership. We will also collaborate with internal and external partners as well as
234 provide support for Discipline Day.

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236 **Academic Technology**

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238 Freitas reported on the updated Frequently Asked Questions (FAQ) list, and announced
239 that Wendy Bass Keer (Pierce) will be taking over as Chair of this committee. Echeverri
240 thanked John for his service, his leadership, and the committee's work on the use of
241 cameras in the classroom.

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243 **Standing & Other Committee/Task Force Reports**

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245 **Sustainable Environment Institute** – no report

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247 **Administrator Retreat Rights** – report under Discussion items

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249 **Hard-to-Convert Courses** – no report

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251 **Board Rules Alignment Project** – previously reported

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253 **District Budget Committee (DBC)**

254 **Enrollment**

255 **State Funding**

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257 Hernandez reported that the college balances were not looking good. L.A. Trade-
258 Technical College has a projected balance in the black, but \$3 million in cuts were
259 possible. Enrollment is affecting colleges differently; enrollment for the 2021 Winter
260 Intersession looks better than that for Fall 2020. Documents are available on the DBC
261 website.

262 <https://www.laccd.edu/Departments/DistrictLevelGovernance/DBC/Pages/default.aspx>

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264 A District enrollment management summit had been held, but faculty had not been
265 invited to this event. It was, therefore, a missed opportunity for District Administration
266 to partner with DAS and the AFT (American Federation of Teachers Faculty Guild, Local
267 1521). Echeverri continued the discussion about enrollment, noting enrollment
268 increases, decreases, and patterns among the colleges.

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270 **Guided Pathways Committee** – no report

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272 **Other**

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274 **Noticed Items**

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276 **1. Board Policy 4030 – Academic Freedom Statement (DAS Exec 12/4/20)**

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278 Freitas noted that the correct version was sent to the Senators via email, which
279 expands some language in the previous version. Such a statement is required by
280 the Accrediting Commission for Community and Junior Colleges (ACCJC). Freitas
281 requested that this item be taken back to the local senates for consideration;
282 DAS action is anticipated at its March 2021 meeting. Echeverri observed that the
283 Academic Senate for California Community Colleges (ASCCC) had just adopted a
284 white paper on this topic.

285

286 Harkins requested that the comments in this meeting's Zoom chat from Joshua
287 Wentz (Mission) be acknowledged. There are included herein.

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289 1. "Faculty members are entitled to full freedom of research and publication
290 within their fields, and not subject to pecuniary returns or limitations from
LACCD." 2. "Faculty members are entitled to freedom in the classroom, including

291 choice of textbook and educational materials and discussion of subjects within
292 their discipline, with care not to incorporate controversial matter that has no
293 relation to the subject. " 3. "Faculty members are citizens, members of a learned
294 profession, and agents of LACCD. When they speak or write as citizens, they shall
295 be free from institutional censorship or discipline." This verbiage actually
296 protects faculty from management and should be reconsidered.

297
298 **POINT OF CLARIFICATION: *Request for clarification regarding the process for***
299 ***submission of amendments***

300 **RULING FROM THE CHAIR: *Amendments may be submitted to the Senate***
301 ***President of the college for action at the local senate and to the DAS President***
302 ***for action at DAS.***

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304 **2. Use of Cameras in Distance Education Courses, for inclusion in E-89/AP 4105**

305 **MOTION: *Refer to DCC for further work***
306 **(Freitas/Pillado) *M/S/P - Without objection, by unanimous consent***

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308 Freitas reported on a camera workgroup through the Online Education and
309 Academic Technology Committee. Language from the California Community
310 College Chancellor's Office (CCCCO) memorandum was included, and seeks to
311 address the fundamental tension between a student's right to privacy versus
312 what is necessary to meet course objectives. Distance Education (DE) addenda
313 have been created for Spring 2021, but future DE addenda would be affected.
314 Changes proposed here will affect E-89 (LACCD Administrative Regulation).
315 There was much discussion by the Senators on this topic, including concerns
316 related to performance classes, the rights of students, equity issues, the teaching
317 modalities of the course, e.g., synchronous v. asynchronous, the need to meet
318 course objectives, consequences for students who are unable or unwilling to
319 turn on their cameras for class, and concerns about assessment/proctoring.

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321 **POINT OF ORDER: *Question if discussion at DCC may be postponed pending***
322 ***consideration at the local senates***

323 **RULING FROM THE CHAIR: *We will discuss now and understand that it is a***
324 ***work in progress***

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326 **3. Board Policy 4500 – Student News Media**

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328 Freitas reported that this Board Policy (BP) was not considered with the other
329 BPs in March of 2020. Of concern is the fact that the District has different kinds
330 of news media, and not just newspapers, e.g., Pierce has radio program. We
331 must also make sure there are no unintended consequences. Before bringing
332 this matter to DAS as an action item, the draft BP will be modified to include
333 language intended to strengthen 1st Amendment rights and prohibit
334 abridgement or censorship.

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MOTION: Extend meeting by 15 minutes
(Kalustian/Pillado) **M/S/P**

Discussion Items

1. Update on Retreat Rights Policy for Administrators

Brent gave a brief overview, asked the Senators to take the drafts to their local senates for debate, and be ready for discussion at the February 2021 meeting.

2. Fall 2020 Enrollment – previously reported

3. Support for Online Instruction – previously reported

- **Update on Instructional and Proctoring Software**
- **Online Camera FAQ**

There being an absence of time, the following items were postponed until the next meeting.

4. AB 705 Implementation Update:

- **Serving Students during pandemic**
- **Enrollment**
- **Additional DAS Recommendations for AB 705 implementation**

5. Novel Coronavirus COVID-19 Update: Safety, Budget, Recovery Plan, Spring 2020 Online Transition Survey

6. Planning for Instruction in Fall 2021 – COVID-19 Vaccine, On-site classes, Hybrid classes, staggered scheduling

7. Board Policy 4400 – Community Services Programs

8. LACCD Participation CVC-OEI

9. Committee & Task Force Assignments:

- a. **Academic Technology**
- b. **Technology Planning & Policy Committee (TPPC)**
- c. **DAS Guided Pathways Committee**

10. Planning for upcoming events

- **Spring 2021 Discipline Day**
- **Spring 2021 Area C meeting and ASCCC Plenary Session**

378 • **Guided Pathways Summit**

379

380 **11. Other Items**

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382 **Future Dates and Upcoming Events:**

383 **District Curriculum Committee:** Friday, December 11, 2020, 11:00 a.m.-1:00 p.m.–Zoom

384 **DAS Consultation Meeting:** Friday, December 11, 2020 – Zoom

385 **LACCD Board Meeting:** Wednesday, December 16, 2020 - Zoom

386 **District Budget Committee:** Wednesday, January 13, 2021 – Zoom

387 **DAS Executive Committee Retreat:** Friday, January 22, 2021 – Zoom

388 **LACCD Board Standing Committees:** Wednesday, January XX, 2021 – Zoom

389 **Spring 2021 Discipline Day:** Friday, February 26, 2021

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

391 **ASCCC Spring 2021 Plenary Session:** April 15-17, 2021 – Virtual conference

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393 **Adjournment**

394 (Freitas/Pillado) **M/S/P**

395 The meeting was adjourned at 3:46 p.m.

396

397 Respectfully submitted by Lourdes M. Brent, DAS Secretary