

District Academic Senate Meeting

Thursday, March 8, 2018

Pierce College

MINUTES

Attendance

	Present (Senate Presidents in parentheses)
Officers	Angela Echeverri (President), Naja El-Khoury (1 st VP), Elizabeth Atondo (2 nd VP: Curriculum), Lourdes Brent (Secretary)
City	Kamale Gray
East	(Jeff Hernandez), Lurelean Gaines, Alan Khuu, Jean Stapleton
Harbor	
Mission	(Deborah Paulsen), Elizabeth Atondo, Stephen Brown, Tracy Harkins
Pierce	(Anna Bruzzese), Margarita Pillado
Southwest	(Robert Stewart), Monica Garcia, Joanne Grey
Trade	Ashraf Hosseini, Derek Majors, Deirdre Wood McDermott
Valley	
West	
Guests	Angela Belden, Pierce; Adrian Gonzalez, Mission; David Green, Valley; Alicia Rodriguez-Estrada, Trade-Tech; Katarina Terzyan (Student) City; Eric Wagner, West

Call to Order:

President Angela Echeverri called the meeting to order at 1:30 p.m.

Introductions: Noting that there were new senators as well as visitors at this meeting, Echeverri asked those present to introduce themselves.

Approval of the Agenda:

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

Approval of the Minutes:

The minutes of the February 8, 2018 DAS meeting were approved as amended.

(Pillado/Atondo) **M/S/P**

Public Speakers:

Public speakers addressed the motion to restore faculty involvement in the interactive process for developing district-wide policies and procedures for disabled students.

Action Items:

Motion to Restore Faculty Involvement in Interactive Process for Developing District-wide Policies and Procedures for Disabled Students – West (Pillado/Bruzzese)

****Moved to top of action items without objection**

29 **Motion to refer the motion to the DAS Executive Committee to identify alternative**
30 **solutions and additional ideas (Hernandez/Gaines) M/S/P**

31

32 **Discussion:**

33 A revised motion was distributed by the author of the motion, Richard Olivas, a faculty
34 member at West. To offer background information, Echeverri reported that there was a
35 complaint against West related to accommodations for a disabled student which
36 prompted an investigation from the Office of Civil Rights (OCR). That office ruled that
37 West did not provide proper accommodations to the student. As a result of the ensuing
38 settlement in response to the OCR ruling, West changed its policies and revoked the
39 ability of faculty to proctor DSPS students taking their exams. In response, the senate at
40 West passed a motion to restore faculty involvement in the “interactive process”
41 related to disabled students, and this motion was forwarded to the DAS for
42 consideration and action.

43

44 Addressing the DAS, Richard Olivas argued that AB 1725 gives the senate oversight in
45 this case. He went on to state that there is a false idea that the interactive process
46 involved in accommodations for disabled students involves only the student and DSPS
47 (Disabled Students Program and Services) and, by extension, the college. He argued
48 that the motion on the floor serves to reinstate the role of the academic senate and
49 classroom faculty in the accommodation process. Olivas asserted that, in complying
50 with the finding from the OCR, the District’s General Counsel overreached. That the
51 DSPS policies and procedures at West were written without the input of the senate
52 proves that point. However, the there was disagreement about the definition of the
53 term “interactive process” used in the motion, with DSPS staff asserting that the term
54 refers to the process between each DSPS student and a DSPS professional staff member
55 regarding academic adjustments, auxiliary aids, services, and/or instruction necessary to
56 provide equal access to the educational process (Title 5 § 56001).

57

58 David Green, Associate Dean of DSPS at Valley, referred to an exam proctoring program
59 in PeopleSoft, the new District student information system (SIS) (West does not use this
60 proctoring program). Green reported that DSPS allows instructors at Valley to proctor
61 their own exams as long as proper accommodations are met. However, he added that
62 many instructors have neither the time, expertise, nor a proper space to adequately
63 proctor exams for all DSPS students. He also reported that he called the LACCD’s Office
64 of General Counsel, which stated that they were not involved in this settlement. He
65 described the interactive process used at Valley which is in compliance with Title 5, §
66 56000, 56022, and 56026, and wherein the student meets with DSPS faculty who verify
67 the disability and determine the nature of the accommodation. Green went on to assert
68 that the Academic Senate is very much involved in the setting of District policy in this
69 regard, and supports a recommendation that both the District and the colleges review
70 and revise LACCD’s administrative regulation E-100 (***Criteria for Serving Students with***
71 ***Disabilities***). He noted that the section on Faculty Responsibilities was particularly
72 inadequate and hoped that the DAS would provide input to revise E-100. Adrian

73 Gonzalez, DSPS Assistive Technician at Mission, reviewed the test proctoring protocols
74 in PeopleSoft, and asserted that tests are secure using this software, and an SIS query
75 can report test history for each proctored examination and student. Eric Wagner, DSPS
76 Coordinator and Counselor at West, also addressed the issue of accountability regarding
77 test proctoring. He reported that they have been told to suspend work on new
78 protocols until the DAS responds to the proposed motion.

79
80 Hernandez observed that the DAS does not supersede local senates, and wondered
81 what is happening at the local level. Olivas reported that the Academic Senate at West
82 has formed a committee to review the accommodation process, and referenced the
83 publication from the State Chancellor’s Office, *Implementing Guidelines for DSPS*
84 *Regulations*.

85
86 Green noted a difference between establishing policies and procedures and determining
87 individual accommodations. He agreed that shared governance was critical in
88 implementing Title 5 § 56027. Atondo agreed that E-100 needs to be revisited, noted
89 that the OCR findings pertained to West and not to the District as a whole, and
90 reiterated that college policies are developed locally. Echeverri observed that providing
91 accommodations to students with a wide range of disabilities in lecture, lab, and online
92 classes was a complicated issue – one that was too complex to rush through. She
93 distributed a handout with excerpts from California Education Code, Title 5, and the 2015
94 *Implementing Guidelines for Title 5 DSPS regulations*. She also presented a summary
95 which highlighted various concerns pertaining to students, faculty, colleges, and
96 academic senates, such as ensuring access to educational programs, student privacy,
97 academic integrity, fundamental alterations, and liability. The consensus was that a
98 group needs to research this multi-faceted problem and gather input to help revise and
99 update E-100.

100
101 **Maintain Categorical Funding (Brent/Pillado)**

102 M/S/P as amended (Echeverri/Stewart)

103
104 Brent discussed the necessity to maintain funds in categorical programs in order to
105 maintain the integrity and funding of those programs, and not move them into block
106 grants. In addition, there are many categorically funded programs now – ranging from
107 academic senates to adjunct faculty equity to deferred building maintenance to
108 programs to serve educationally and economically disadvantaged students. At best,
109 merging all of these programs into one block grant for which different college entities
110 must “compete” is logistically problematic. At worst, funds from these various
111 programs can be “flexed” to support shortfalls in the general fund.

112
113 **Motion on Degree Audit – District Curriculum Committee (Pillado/Hernandez) M/S/P**

114
115 Atondo reported that this motion passed unanimously at the District Curriculum
116 Committee (DCC), and it ensures that faculty have the opportunity to be involved in the

117 degree audit implementation teams at their colleges. One issue is that none of the
118 colleges have completeness and full accuracy of all of their majors and programs in SIS.
119 Some colleges were proactive and some were not. It is imperative that faculty
120 participate to ensure accuracy of data and curriculum. Moreover, curriculum chairs and
121 articulation officers should be involved. No reassigned time is available for this work.
122 Hernandez argued that monies should come from the contingency fund to pay for these
123 tasks, and recommended that this be a topic at consultation.

124

125 **Motion that the DAS work with the AFT and administration to have the workload for**
126 **Noncredit Basic Skills be comparable to the workload of the English/math disciplines**
127 **(Hernandez/Atondo) M/S/P**

128

129 Hernandez argued that English and Math faculty were looking at possible curriculum
130 changes resulting from AB 705, and that those changes could include non-credit co-
131 requisite classes. Quality instruction must be ensured. McDermott raised questions
132 regarding the different minimum qualifications required for credit versus non-credit
133 instructors, and argued that maintaining academic integrity be part of the discussion.
134 Pillado noted that, in addition to differing MQs, non-credit faculty also have different
135 loads from credit faculty statewide, and wondered if there would be any ripple effect or
136 long-range impact. Paulsen observed that workload and pay rates are not the purview
137 of the academic senate. Echeverri reported that there is statewide conversation to
138 include non-credit faculty in the faculty obligation number (FON).

139

140 **Reports:**

141 **1) President's Report – Echeverri**

142 **a) Board update**

143 The last Board meeting was held on March 7 at Mission. District and SEIU Local
144 99 representatives held a signing ceremony for their collective bargaining
145 agreement. The Board approved a resolution honoring the large number of
146 faculty who retired last year. Echeverri reported on a contentious issue regarding
147 hiring a consultant (Sibson Consulting) to review staffing levels in the Human
148 Resources Division. She will write a Board report and send it to the District
149 faculty, to include comments about the FON.

150 **b) Enrollment –** The LACCD is down approximately 6% in headcount and 9% in
151 enrollment, with a wide range among the colleges. Multiple factors may be
152 responsible for the enrollment declines including problems with SIS
153 implementation, financial aid delays, uncertainty over the fate of DACA and
154 undocumented students, and low unemployment rates. As a result of the
155 enrollment decline, the District is facing stabilization for 2017-18. There is also
156 uncertainty with regard to the budget due to proposed changes to the funding
157 formula, which would factor in student completion and need. At consultation,
158 the DAS requested the formation of an enrollment management task force with
159 DAS representation. Echeverri believes that enrollment management will

160 change drastically with the implementation of AB 705 and Governor Brown's
161 proposed new funding formula for California Community Colleges.
162 c) **Spring District Discipline Day** – The event was held at Valley College on March 2.
163 Vice Chancellor Ryan Cornner talked about the proposed changes to the funding
164 formula. Three hundred faculty attended and participated in discussions
165 regarding AB 705, curriculum changes, Guided Pathways, equivalency, and Math
166 acceleration. Work was also done on course descriptors by the discipline faculty.
167 The district currently has 5,000 active courses, and there is a deadline of May
168 25th for discipline faculty to review and revise these descriptors so that they may
169 be included in SIS, thus permitting students to read the course descriptions when
170 enrolling in classes.
171 d) **Budget/FON** – Currently, there is uncertainty about the FON since it is not clear
172 what FTES figure the District will report for its final 2017-2018 enrollment
173 reporting. At the last meeting of the District Budget Committee (DBC), there
174 were two motions recommending different faculty obligation numbers and both
175 failed. At present, the District is committed to hiring 50 faculty districtwide who
176 have been identified by the college presidents as “critical hires.” Echeverri added
177 that for every vacant full-time faculty position below the FON, the District must
178 pay a fine of \$75,000 to the state.
179

180

181 2) **First VP Report – El-Khoury**

182 a) **Equivalency Committee** – The Committee met on March 12 at the Educational
183 Services Center. The equivalency flowchart has been forwarded. There may be
184 a need for an emergency meeting in the summer.
185 b) **TPPC** – El-Khoury will provide written reports at another time. The most
186 pressing issue involves college websites and accessibility issues. Information,
187 training, and resources are required to address this issue. District emails will be
188 migrating to the Cloud instead of on District and college servers. Pierce will
189 begin on March 9th and other colleges will follow. The capacity for email and
190 other storage will increase significantly.
191

192

192 3) **Second VP Report – Atondo**

193 a) **Curriculum** – DCC meets on March 9th, and there needs to be broad discussion
194 between credit and non-credit courses, including potential levels of overlap.
195 b) **CurricuNET** – There will be testing March 9th and 10th, Friday and Saturday, and
196 the DCC will meet with representatives from CurricuNET. Unfortunately, there is
197 still no clarity regarding deliverables.
198 c) **eLumen** – The DCC is still considering this company's curriculum management
199 system. College of the Canyons uses eLumen, and they are pleased with its
200 performance. Vice Chancellor Cornner has committed to go to the BOT to go
201 with what the faculty want, but there must be data and specifics to support the
202 faculty position. Thus far, the district has paid \$160,000 to CurricuNET, but the
203 deliverables are still a question mark.

204 BR 6200 – will not be noticed
205 E-115 – Atondo will convene a meeting for discussion.

206

207 **4) Treasurer’s Report – Wanner**

208 No report.

209

210 **5) Standing Committee Reports**

211 **a) Professional Development College – Brent**

212 Brent distributed flyers regarding upcoming and past faculty leadership
213 seminars. Feedback has been very positive thus far. A late-start Education 240
214 (Online Teaching and Pedagogy) is scheduled this semester.

215

216 **b) DBC/ECDBC – Hernandez**

217 Hernandez reported that at the last meeting, the faculty were split over the FON,
218 with the DAS and the Faculty Guild recommending different numbers. Better
219 communication between these two groups would be helpful so that consensus
220 can be reached.

221

222 **Old Business**

223

- 224 • **Update on the Creation of an Enrollment Crisis Response Team & SIS**
- 225 **Suggestion Box** – Echeverri reported that an electronic suggestion box has been
- 226 set up by the office of Vice Chancellor Cornner. She recommends referring users
- 227 of PeopleSoft to this link to give feedback.
- 228 • **Implementation Options for Low Cost Textbooks Designation** – This will be an
- 229 action item for a future meeting.
- 230 • **Committee Assignments: District Discipline Committee and Other Committees**
- 231 – Echeverri requested that the senate presidents forward updates.
- 232 • **Progress on Guided Pathways** - Echeverri reported that there was a good
- 233 discussion on Guided Pathways at District Discipline Day.

234

235 **New Business/Discussion Items**

236

- 237 • **InCommon Membership (Saslow)** – Echeverri reported that this item might be
- 238 on the next agenda.
- 239 • **Administrative Regulations**
- 240 ○ **E-115 and the development of a process to create a new subject in the**
- 241 **District** – Atondo will convene a meeting.
- 242 ○ **District Consultation process E-XX** – Due to more pressing concerns,
- 243 especially AB 705, this item has not received significant attention.

244

245 **Noticed for Next Meeting**

- 246 **1. Board Rule 6200 – Atondo**

247

248 **Motion to extend 5 minutes (Gaines/McDermott) M/S/P**

249

250 **Other Items**

251 There were reminders regarding the upcoming Area C meeting, the ASCCC 2018 Spring
252 Plenary Session, and a request to be added to the State Chancellor's Office ListServ on
253 Guided Pathways.

254

255 **Future dates:**

256

257 **DAS Exec:** Friday, March 16, 2018 at ESC Hearing Room – 9:30 a.m. to 12:00 p.m.

258 **Consultation:** Monday, March 19, 2018 at ESC Hearing Room 2:30 – 4:00 p.m.

259 **District Curriculum Committee:** Friday, March 9, 2018, 12:00-2:00

260 **DAS:** Thursday, May 10, 2018 at L.A. City College

261 **ASCCC Spring 2018 Plenary:** April 12-14, 2018 (San Mateo)

262

263 **Adjournment**

264 The meeting was adjourned at 3:33 p.m.

265

266 Respectfully submitted by Lourdes M. Brent, DAS Secretary