

District Academic Senate Meeting

Thursday, September 10, 2020

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

Meeting ID: 945 6769 9978

MINUTES

Attendance

	Present (Senate Presidents in parentheses)
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), John Freitas (Parliamentarian)
City	(Michael Kalustian), Sarah Crachiolo-Garcia, Jeff Hicks
East	(Jeffrey Hernandez), David Hale, Jean Stapleton
Harbor	(Van Paul Chaney), William Hernandez, Tina Weirens
Mission	(Carole Akl), Elizabeth Atondo, Stephen Brown
Pierce	(Barbara Anderson), Margarita Pillado, Sabrina Prieur
Southwest	(Robert Stewart), Stephanie Arms Gradington, Joanne Grey
Trade	Paulette Bailey, David Esparza, Deirdre McDermott
Valley	(Chauncey Maddren), Don Gauthier, Kathryn Queen, Kevin Sanford
West	Grace Chee, Adriana Martinez, Kenneth Taira
Guests	Adrienne Brown (GP), Farah Saddigh (Harbor), Edouard Tchertchian (Pierce), Ann Warren (Harbor)

Call to Order:

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

Noting that today was the first meeting of the District Academic Senate (DAS) for this academic year, and noting that there are new representatives, Echeverri asked those present to introduce themselves.

Approval of the Agenda:

Freitas requested that the agenda be reordered so that Academic Technology be moved to Noticed Items. The agenda was reordered without objection.

The agenda was adopted as revised

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

Approval of the Minutes:

The minutes of the May 14, 2020 meeting were approved as revised

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

Abstention: Don Gauthier

Public Speakers:

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Jessica Drawbond introduced herself as the new LACCD Distance Education (DE) Coordinator. Drawbond was DE Coordinator at Southwest and the Chair of the LACCD DE Coordinators for several years. She is also an English instructor at L.A. Southwest College. She discussed trainings on new tools as well as helping to make standards for successful completion of the DE certification courses more consistent. Over 1,000 faculty members have completed DE certification courses since the transition to remote instruction in March, 2020. The DE Coordinators from all nine colleges currently meet twice a week.

Edouard Tchertchian, faculty co-chair of the AB 705 Task Force, thanked the DAS, especially DAS President Angela Echeverri, regarding support to the Math faculty. He noted an item on today’s DAS agenda – the cancellation of below-transfer-level Math courses – was being considered at Harbor College in order to make a budgetary situation look better. He reminded the Senators that AB 705 permits offering Math classes below transfer, and stated that placement is the purview of the faculty. The goal of the legislation was to have fewer English and Math classes needed for students to transfer; that goal is being accomplished. However, of concern is that an *ad hoc* committee at L.A. Harbor College is removing courses without consultation with the faculty. Tchertchian argued that the requirement for such consultation is contained in the 10 + 1. Many colleges in the state, including in surrounding districts such as El Camino, Moorpark, and Glendale, are still offering Math classes 2-3 levels below transfer.

Farah Saddigh, the Math Chair at Harbor, expressed her frustration related to the lack of consultation surrounding the possible class cancellations at Harbor. She also reported that there was insufficient math tutoring support for students and called on the college to rely on the expertise and experience of the discipline faculty.

Action Items

- 1. District Academic Senate Goals for 2020-2021 (Approved by DAS Exec 9/4/20)**
(Hernandez/Hale) **M/S/P**
- 2. District Academic Senate Calendar for 2020-2021 (Approved by DAS Exec 9/4/20)**
(Stewart/Hale) **M/S/P as revised**
- 3. Motion to encourage local senates and curriculum committees to postpone routine non-urgent curricular updates until the transition of curriculum from ECD to eLumen is complete (Approved by DAS Exec 9/4/20)**
(Kalustian/Hernandez) **M/S/P**

Atondo thanked J. Hernandez for refining the motion, noted that this motion was requested by the curriculum chairs, and observed that nothing in this resolution limits

74 the power of the local curriculum committees. The LACCD Electronic Curriculum
75 Development system (ECD) is no longer operational and all curriculum is currently being
76 validated pursuant to the migration to eLumen. Any urgent curriculum updates may be
77 done on paper until that migration/validation is completed. There is an exact process
78 posted on the website for the LACCD Educational Policies and Institutional Effectiveness
79 (EPIE) office.

80

81 **4. District Academic Senate Statement on the Murder of George Floyd, Police**
82 **Brutality, and Systemic Racism (Approved by DAS Exec 6/26/20)**
83 (Hernandez/Stewart) ***Approved by acclamation***

84

85 Echeverri thanked Bruzzese and A. Brown for working on this resolution. Echeverri
86 reported that she read the statement from the resource table at the Board of Trustees
87 meeting after the motion have been approved by the DAS Executive Committee (DAS
88 Exec). However, it was important that this resolution be reviewed by and receive
89 approval from the full DAS.

90

91 **5. Revisions to District Academic Senate Equivalency Approval Process (DAS Exec**
92 **8/7/20)**

93 (Hernandez/Gauthier) **M/S/P**

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95 El-Khoury referred to the distributed text document (District Equivalency Process, April
96 20, 2020, Version 4.0) and flow chart. After review and discussion at DAS Exec, it was
97 determined that the Equivalency Committee conduct its public sessions in compliance
98 with the Brown Act and retire to closed session when evaluating the individual requests
99 for equivalency. Candidate appeals will be referred to the appropriate discipline
100 committee for input only. The final equivalency decision rests with the Equivalency
101 Committee. J. Hernandez added that, once this action item is approved by the DAS, a
102 process may begin between the DAS and District Administration to develop the
103 corresponding Administrative Regulation.

104

105 **Reports**

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107 **Officer Reports**

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109 *** President**

110 **COVID-19**

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112 **Professional Development**

113 **Support for Remote and Online Instruction**

114 **Project MATCH**

115 **Etc.**

116

117 Echeverri began her report by observing that much has happened since we last met,
118 including work on DE certification, and software purchase and integration into Canvas.
119 The DAS has been successful in obtaining funding for more DE support, including having
120 a full-time DE Coordinator at the district level, 2.0 FTE for DE coordinator assignments at
121 each of the nine colleges, and purchasing software to support online instruction. In
122 future, the District will try to consolidate software purchases.

123
124 The joint LACCD/DAS Summit will be held on September 25, 2020 in a virtual format.
125 With the Summit online, more participation is both possible and encouraged. Regina
126 Stanback-Stroud, Past President of the ASCCC (1993-1995) and current Chancellor of the
127 Peralta Community College District, will be the keynote speaker. Many great breakout
128 sessions are planned.

129
130 Echeverri reported that the COVID-19 Task Force meets once a week on Thursday
131 mornings. As of this reporting, 137 LACCD employees have tested positive for the novel
132 coronavirus; there are 80 suspected cases; and 1 fatality. A small number of hard-to-
133 convert classes related to essential infrastructure will be offered in-person in Fall 2020.
134 Offering these classes will require logistical planning, physical distancing, personal
135 protective equipment, robust cleaning, etc. Echeverri speculated that some faculty and
136 staff might finish out their careers in remote formats because of issues such as pre-
137 existing medical conditions or childcare. In any event, the focus needs to be on long-
138 term solutions and equity for our students. Echeverri also encouraged the Senators to
139 be mindful of the quality of remote/online instruction on K-12 students and what that
140 would mean for AB 705 implementation.

141

142 * **1st Vice President**

- 143 • **Equivalency**
- 144 • **Canvas Shells for Discipline Committees**

145

146 El-Khoury provided an update on Project MATCH. He thanked Past DAS Presidents
147 David Beaulieu and Don Gauthier for help in drafting a resolution to put this steering
148 committee back on track. El-Khoury will be sending emails to the DAS and local Senate
149 Presidents to inquire as to whether the current members of the Project MATCH Steering
150 Committee will continue to serve until the end of the year. The college Senate
151 Presidents will review and revise the committee membership as applicable.

152

153 Continuing his report, El-Khoury stated that the Equivalency Committee reviewed the
154 application of one candidate. It was determined that that candidate did not meet
155 minimum qualifications, and the committee's decision was forwarded to the district
156 Human Resources division. The appropriate discipline committee offered feedback.

157

158 Reporting on the Computer Science/Computer Information Systems alignment project,
159 El-Khoury noted that he met with department chairs and with the affected disciplines on
160 August 20, 2020. One desired outcome was determining the accuracy of the list of

161 faculty members. El-Khoury also reported on coding errors in People Soft for affected
162 courses, and suggested that such a course listing error could be a cause for low
163 enrollment in these affected disciplines.

164

165 * **2nd Vice President**

166 • **District Curriculum Committee**

167 • **eLumen**

168

169 Atondo reported that the District Curriculum Committee (DCC) meets tomorrow,
170 September 11, 2020. On the agenda will be curriculum migration to eLumen. The
171 District is on track to go live later this Fall Semester. There will also be discussion about
172 the potential Ethnic Studies requirement (later on this agenda), as well as discussion
173 regarding credit for prior learning

174

175 * **Treasurer**

176

177 Stewart submitted a report electronically. District Academic Senate dues are \$400 per
178 campus. As of today, four have submitted their dues – City, Mission, Southwest, and
179 Trade. Stewart is offering gift cards for the first 5 colleges (except for Southwest) which
180 submit their dues. The ASCCC Academic Academy (October 8-10, 2020 [virtual]) has a
181 registration fee of \$150; payment is being accepted only by credit card, with September
182 18th being the last day for early registration. The 2020 Fall Plenary Session (November
183 5-7, 2020 [virtual]) has an early registration deadline of October 5, 2020. This Fall, the
184 Plenary will be Addressing Anti-Blackness and IDEAS (Inclusion, Diversity, Equity, and
185 Anti-Racism) in Academic and Professional Matters. The Area C meeting will be October
186 17, 2020. Please forward proposed resolutions to Stewart.

187

188 * **Professional Development College**

189 Brent reported on the leadership transition, revised areas of focus and committee
190 charge, as well as upcoming seminars.

191

192 **Standing Committee/Task Force Reports**

193

194 * **Sustainable Environment Institute** – no report

195

196 * **Administrator Retreat Rights** – reported later in this meeting

197

198 * **Hard-to-Convert Courses, Board Rules Alignment Project** – no additional report

199

200 * **District Budget Committee**

201 **Enrollment, State Funding**

202

203 J. Hernandez reminded the Senators of the role of the academic senate in institutional
204 planning and budget development, and it was particularly important for the senate to

205 be at the table during these critical times. There are large numbers of deferrals in the
206 state budget, with a likelihood of no additional funds to be allocated by the federal
207 government. Thus, colleges were directed to develop budgets with 2.5% reductions.
208 The District Budget Committee (DBC) developed guiding principles as a model approach
209 to take place at the local level. The LACCD has seen a drop in enrollment, at least
210 partially due to the reluctance on the part of some students to take online classes. The
211 DBC recommended a debt policy in Spring 2020 and was approved by the LACCD Board
212 of Trustees. In part, this policy states that colleges in debt will not have to repay the
213 debt on their own. Instead, it will be a shared expense via a greater assessment fee.
214 Intervention strategies are in place for colleges in financial trouble.

215

216 *** Guided Pathways Committee**

217

218 A. Brown reported on the collaboration with NCII (National Center on Intensive
219 Intervention). Each campus will choose three focus areas and design teams –
220 technology, articulation and prerequisites, and career exploration. Each college must
221 submit a self-assessment and identify focus areas. One of the three LACCD Guided
222 Pathways Coordinators, Phyllis Braxton, has been named as interim Vice President of
223 Student Services at L.A. Trade-Technical College. While she is in that position, her
224 Guided Pathways duties will be divided between Josh Miller and A. Brown. Senate
225 Presidents were encouraged to have representation in Guided Pathways and the design
226 teams.

227

228 *** Other Items – none**

229

230 **Noticed Items**

231

232 *** LACCD Academic Freedom Statement (BP 4030)**

233

234 Echeverri distributed the updated version, and requested that the Senators take this
235 draft statement back to their colleges for review. A statement is needed by the ACCJC
236 (Accrediting Commission for Community and Junior Colleges). The ASCCC (Academic
237 Senate for California Community Colleges) will be publishing an academic freedom
238 statement soon.

239

240 *** Academic Technology Committee – revisions**

241

242 Freitas needed to leave the meeting, but had previously requested feedback on the
243 Academic Technology Committee, the bylaws revision, and the draft Board academic
244 freedom statement. He commented on the relative urgency of the draft revision of the
245 bylaws as an October review by DAS is planned. The next meeting of the Academic
246 Technology Committee is scheduled for September 18, 2020; a BoardDocs page has
247 been created. One area of focus will be standards for Distance Education courses.
248 Another area will be examining what we do to improve student readiness to take online

249 courses. The committee will also address how technology resources are provided for
250 teaching online. The current situation has revealed significant issues.

251

252 Echeverri continued that, with all the changes – including almost-complete online
253 instruction – it became evident that the DAS needed an active Academic Technology
254 Committee. She reviewed proposed revisions, including renaming the committee the
255 Online Education and Academic Technology Committee. A concomitant revision to the
256 DAS bylaws would be necessary. Echeverri went on to report that Freitas had been
257 trying to obtain technology requests from faculty in district, specifically, through the
258 District discipline committees. Many software products have been purchased, and the
259 District was now looking into consolidation. The Senators were urged to take these
260 concerns back to their colleges and report back.

261

262 Gauthier inquired as to the status of TPPC (the LACCD Technology Planning and Policy
263 Committee), noted that TPPC had a faculty co-chair, was listed on the DAS master
264 calendar and was meeting regularly, and requested a report from them.

265

266 **Discussion Items**

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268 **1. Planning for upcoming events**

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270 **a. Summit on Friday, September 25, 2020**

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272 Echeverri shared the draft agenda. The Vision Resource Center is being used to
273 track participation. Since the event will be held virtually, up to 1,000 participants
274 can be accommodated. The sessions will be recorded and an invitation will go out
275 shortly. There was a recommendation to invite members of the Staff Guild as well.

276

277 **b. Fall 2020 ASCCC Plenary Session**

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279 Stewart reported that early registration is \$275 with an October 5, 2020 deadline.
280 The DAS can budget sending its officers as well as 5 faculty members per college
281 (including the Senate Presidents). He referenced the documents and procedures for
282 registration and payment. Early registration for the Academic Academy closed
283 September 18, 2020. Echeverri noted that Stewart is chairing the ASCCC Online
284 Education Committee and is also the Area C Representative. The Area C meeting will
285 be held on October 17, 2020.

286

287 **2. AB 705 Implementation Update:**

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289 **a. Cancellation of Math Classes at Harbor**

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291 Farah Saddigh, Math instructor at Harbor, reported that Harbor had cancelled all
292 Math classes below transfer for the Fall 2020 Semester. She requested that the DAS
send a message that making course recommendations is the purview of the faculty.

293 Not offering the classes that students need hurts the students. Weirens reported
294 that an *ad hoc* committee at Harbor made recommendations for course offerings for
295 the Spring 2021 semester, including offering the non-transfer level Math courses
296 which students need for the local degrees. The Senators raised concerns about
297 enrollment, and wondered about the outcomes for students who were unsuccessful
298 in their attempts at transfer-level English and Math, including the possibility that
299 LACCD students were now choosing to enroll at other districts because they were
300 offering the classes they needed and wanted. There were requests for additional
301 data and follow-up.

302

303

a. **Serving Students During Pandemic**

304

b. **Guided Self-Placement Instrument**

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c. **ESL Implementation in Fall 2020**

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d. **Additional DAS Recommendations for AB 705 Implementation**

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3. Board Resolution on CSU Ethnic Studies Graduation Requirement

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Echeverri reported on a resolution from the LACCD Board of Trustees supporting an
311 Ethnic Studies requirement for an Associate’s degree and recommending that the
312 Chancellor consult with the DAS, and establish a committee to begin dialogue on the
313 feasibility of a comparable requirement in the LACCD. The California State Assembly
314 had approved a bill (AB 1460 – Weber) which requires the California State
315 Universities to have an Ethnic Studies baccalaureate requirement. The Ethnic
316 Studies categories are African-American, Latinx-American, Native-American, and
317 Asian-American. Atondo noted that the LACCD has many students who transfer to
318 the CSUs. The District must pay close attention to this requirement to make any
319 necessary adjustments to the Associate’s degree requirements for our students. In
320 any case, it is the faculty who must lead on this discussion.

321

322

MOTION: *Extend the meeting for 10 minutes*

323

(Brent/Hale) **M/S/P**

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325

Owing to the lateness of the hour, some of the following discussion items were omitted
326 or truncated.

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4. Novel Coronavirus COVID-19 Update: Safety, Budget, Recovery Plan, Spring 2020

329

Online Transition Survey

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Echeverri reported that all colleges have recovery plans. A student survey is being
332 developed. With very few exceptions, the LACCD will have all instruction and
333 services online throughout the 2020-2021 academic year.

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335

5. LACCD Participation CVC-OEI

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337 Echeverri reported that Meredith Randall from the CVC-OEI (the California Virtual
338 Campus – Online Education Initiative) had already spoken to the DAS Exec. Some
339 colleges in the LACCD have joined and some college senates are reviewing this
340 question this Fall Semester.

341

342 **6. Philosophy and Criteria for Associate Degree and General Education (AP 4025)**

343 Atondo reported that this item is noticed on the DCC agenda. Local senates will be
344 able to review this item during the Fall 2020 Semester. Feedback is welcome.

345

346 **7. Update on Retreat Rights Policy for Administrators**

347 Echeverri and Brent gave a brief update and noted that questions which have arisen
348 and problems which have been identified are being discussed. The next meeting will
349 be September 29, 2020.

350

351 **8. Proposed MOU for Noncredit Spanish Minimum Qualifications**

352 Echeverri distributed a proposed Memorandum of Understanding (MOU) for
353 minimum qualifications in Non-Credit Spanish.

354

355 **9. Update to DAS Recommendations – DE Certification and Training in Los Angeles**

356 **Community College District – no new report**

357

358 **10. Committee & Task Force Assignments:**

359 Echeverri noted the importance of annual review of membership on DAS-related
360 committees and task forces, including Project MATCH. At present, there are
361 vacancies which must be filled.

362

a. **Technology Planning & Policy Committee (TPPC)**

363

b. **DBC Vacancy**

364

c. **DAS Guided Pathways Committee**

365

366 **11. Other Items - none**

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368 **Future Dates & Upcoming Events**

369 **District Curriculum Committee:** Friday, September 11, 2020, 11:00 a.m.-1:00 p.m. –
370 Zoom

371 **DAS Consultation Meeting:** Tuesday, September 15, 2020 – Zoom

372 **LACCD Board Standing Committees:** Wednesday, September 16, 2020 – Zoom

373 **Fall 2020 Joint DAS District Summit:** Friday, September 25, 2020 – Zoom

374 **DAS Executive Committee:** Friday, October 2, 2020, 9:30 a.m.-12:00 p.m., -Zoom

375 **LACCD Board Meeting:** Wednesday, October 7, 2020 – Zoom

376 **ASCCC Academic Academy:** October 8-10, 2020 – Virtual Conference

377 **District Budget Committee:** Wednesday, October 14, 2020 – Zoom

378 **ASCCC 2020 Fall Plenary:** November 5-7, 2020 – Virtual Conference

379

380 **Adjournment**

381 (Hernandez/Gauthier) **M/S/P**
382 The meeting was adjourned at 3:42 p.m.
383
384 Respectfully submitted by Lourdes M. Brent, DAS Secretary