

District Academic Senate Meeting

Thursday, September 12, 2019

Los Angeles City College

Multipurpose Room, Student Union

MINUTES

Attendance

	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), Sarah Crachiolo, Nadia Elahi, Jeff Hicks
East	(Jeff Hernandez), Lurelean Gaines, David Hale, Jean Stapleton
Harbor	William Hernandez
Mission	(Carole Akl), Elizabeth Atondo, Stephen Brown, Tracy Harkins
Pierce	(Barbara Anderson), Sabrina Prieur
Southwest	(Robert Stewart), Stephanie Arms, Joanne Grey
Trade	Derek Majors, Deirdre McDermott
Valley	(Chauncey Maddren)
West	Casey Hunter, Kenneth Taira
Guests	Edward Bird Song (City)

Senate Presidents in parentheses

Call to Order:

President Angela Echeverri called the meeting to order at 1:40 p.m. and thanked Kalustian, the senate president at City, for hosting. Kalustian announced that City was beginning its 90th year as a college.

Noting that there were many new senators, including 5 new senate presidents, Echeverri requested that those present introduce themselves.

Approval of the Agenda:

The agenda was adopted as written
(Gaines/J. Hernandez) **M/S/P**

Approval of the Minutes:

The minutes of the May 9, 2019 meeting were approved as written
(Gaines/Stewart) **M/S/P**

Abstentions: Akl, Anderson, Crachiolo, Elahi, Hale, W. Hernandez, Hicks, and Maddren

Public Speakers: None

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Action Items

Resolution acknowledging EOPS on its 50 years of Student Success (DAS Exec 9/6/19)
(Brent/Gaines) **M/S/P**

Administrative Regulation E-120: Student Transcript Notations (DAS Exec 9/6/19)
(Stewart/Akl) **M/S/P**

Atondo noted that this administrative regulation does not dictate policy nor does it make changes; it just refers to transcript notations. Echeverri observed that transcript notations also include honors at graduation. The topic of transcript notations will be under discussion later in today’s agenda.

Approval of new or realigned subject proposal form for E-115 (DAS Exec 9/6/19)
(Atondo/J. Hernandez) **M/S/P**

Atondo explained that E-115 was approved by the DAS in Spring 2019. What the DAS is reviewing now is just a form to track the new/realigned subject proposal process. It was requested by district Curriculum Dean Dan Keller.

DAS Calendar for 2019-2020 (DAS Exec 9/6/19)
(J. Hernandez/Gaines) **M/S/P**

Echeverri thanked Akl for catching some typographical errors, and noted some issues related to meetings of the DAS Executive Committee (DAS Exec) and the District Curriculum Committee (DCC) overlapping in April and May. Some consultation dates may change.

DAS Goals for 2019-2020 (DAS Exec 9/6/19)
(Harkins/J. Hernandez) **M/S/P as amended**

Goal #1: ~~Promote~~ Encourage curriculum alignment, institutional effectiveness, and innovation in support of student success throughout the implementation of Guided Pathways and AB 705.

Echeverri directed the attention of the senators to page 15 of the packet, and noted that DAS goals 6 and 7 from 2018-2019 were carried over to 2019-2020. Those dealt with diversity in faculty hiring, and recognizing outstanding persons doing senate work. J. Hernandez observed that the DAS goals align with those of the ASCCC (Academic Senate for California Community Colleges). He also stated that the DAS should be monitoring the alignment of Board Rules and administrative regulations anyway, and, if we do not, then the administration will. The Community College League of California (CCLC) templates have more general board rules; the implementation details are contained in the administrative regulations. Other California Community Colleges are using those templates.

73 There was discussion on the topic of “curriculum alignment” in Goal #1, and what it
74 meant for local control. It was determined that autonomy and innovation would be
75 preserved, but that student needs would also be considered. Echeverri gave the
76 example of Biology 6 and 7 not aligning at colleges in our district and creating
77 unnecessary obstacles for our students. Goal #1 was amended to state “Encourage”
78 instead of “Promote.”

79
80 **Appointment of John Freitas as DAS Parliamentarian for 2019-2020**

81 (Atondo/J. Hernandez) **M/S/P**

82 **No: El-Khoury; Abstentions: None; Yes: All others**

83

84 El-Khoury voiced his objections to the appointment of Freitas as Parliamentarian,
85 requesting we adhere to the DAS bylaws and conduct an election. He also questioned
86 whether Freitas would attend DAS meetings. Brent read from the DAS bylaws: “The
87 Parliamentarian shall be appointed by the DAS President and ratified by a majority vote
88 of the DAS for a term of two years.” The Chair ruled that the ratification vote for
89 Parliamentarian would proceed as prescribed in the bylaws. El-Khoury requested that
90 he be provided with the list of eligible voters from the Spring 2019 elections. Brent will
91 forward the list she had sent to the Nominations and Elections Committee in Spring
92 2019.

93

94 **Reports**

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96 **Officer Reports**

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98 *** President**

99 The LACCD Board of Trustees met at L.A. Harbor College on September 4, 2019. Board
100 President Andra Hoffman reported on a district Women’s Empowerment Summit held
101 this past summer at L.A. City College. The Board then voted to approve a resolution
102 celebrating the 50th anniversary of Extended Opportunity Programs and Services (EOPS).
103 The Board adjourned in memory of Aurora Godoy, a student from Harbor who was killed
104 during the mass shooting in 2015 in San Bernardino. American Federation of Teachers
105 (AFT) Faculty Guild President Joanne Waddell spoke in favor of a marketing campaign
106 for the District. Echeverri addressed the Board on the rollout of AB 705. In response to
107 the Student Trustee, Echeverri reiterated her position and that of the DAS against the
108 Chancellor’s directive to eliminate all English and Math classes more than one level
109 below transfer for the Fall 2019 Semester. She argued that a “one size fits all” approach
110 does not serve our students.

111

112 Pierce Health Center Director Elizabeth Benne addressed the Board in public comments
113 (which were moved to the end of the September 4th agenda) regarding the crisis of
114 mental health for our students and the necessity to have better and more mental health
115 services. Additional costs for those services could be covered by increasing the student
116 health fee, which has been \$11 per semester since 1993. By law, the health fee can

117 increase to \$22. Citing the increased incidence of mental health issues (stress, financial
118 problems, homelessness, etc.), Benne advocated for hiring a full-time psychologist to
119 alleviate the dire need for additional mental health services for students.

120

121 The Board approved the final budget, which included a 3.26% COLA (cost of living
122 adjustment) from the state. The College Promise has been expanded to cover two years
123 of tuition/fees for California Community College students. The District is transitioning to
124 the Student-Centered Funding Formula (SCFF). Echeverri explained that there are three
125 parts to college apportionment under the general unrestricted fund under the SCFF:
126 FTES (full-time equivalent students, i.e., enrollment); Equity (financial aid awards); and
127 Completion (milestones, certificates, and degrees – highest award per student per year).
128 The Board also approved a change to the college debt repayment policy. That is,
129 colleges in debt will be paying no more than 1% of their total budget annually instead of
130 3%. This recommendation came from the District Budget Committee (DBC). In addition,
131 the Chancellor has the option of offering additional strategies to Southwest related to
132 its debt. Not all Trustees agreed with these changes.

133

134 J. Hernandez observed that the District has been earning apportionment at a higher
135 than the “hold harmless” level - \$18 million. The District is spending some of that \$18
136 million now, but is holding some back until the January enrollment reports. J.
137 Hernandez argued in DBC (District Budget Committee) that the District should distribute
138 that some to the colleges now in order to help fund the implementation of AB 705. He
139 also noted that many colleges statewide have suffered drops in enrollment, and that
140 being held harmless at present is helping to keep them afloat.

141

142 Directing the Senators to page 48 of the packet, Echeverri noted that overall enrollment
143 is down 2%; Math enrollment is down 17% districtwide. It was suggested that English
144 101 classes might see a higher withdraw rate after instructors return to students their
145 first graded essay. Echeverri expressed concern about what will happen to those
146 students who drop and hope that the District and the colleges are open to offering late-
147 start classes. McDermott reported that she has observed students in tears because they
148 are in a Math class for which they are unprepared. Other Senators concurred that the
149 District is losing students; they might be going to other districts which are offering the
150 classes they are seeking, or they might forego college completely. Although Non-Credit
151 Math receives enhanced funding, some students may not wish to take those classes
152 because they will not be eligible for financial aid. There was concern voiced that our
153 lack of English and Math course offerings might have very serious and deleterious
154 effects on our students.

155

156 The District has reported that we are spending \$8 million on AB 705 implementation.
157 Although Echeverri asked for a breakdown of expenditures, she had not received it as of
158 this meeting. Net Tutor is being funded and tutoring/learning centers are receiving
159 funding to be open for additional hours. Although Net Tutor is available through
160 Canvas, this does not help students on the other side of the digital divide. District

161 administration is encouraging colleges to participate in the Online Education Initiative
162 (OEI) to mitigate the District costs of Net Tutor. The Board has contracted for a
163 marketing campaign; the cost will be \$4 million over a two-year period. Unfortunately,
164 there were no students or faculty members on the panel which selected the marketing
165 firm Interact Communications, Inc. The Student Trustee was vocally opposed to this
166 action. He noted that African American males are a disproportionately affected group
167 and that outreach and retention efforts should be made to this sector of the
168 community. However, he saw no African Americans pictured on Interact
169 Communication's website. Echeverri observed that, if the District is not offering the
170 classes which students need and want, then enrollment will suffer whether we have a
171 marketing firm or not.

172
173 Continuing discussion on AB 705 implementation, Echeverri referred to incorrect
174 outcome data for Mathematics based on placement; this data was supplied by
175 Chancellor Rodriguez in response to a request from Echeverri. Adjusted data was
176 obtained, but Echeverri requested more universal distribution of that corrected data.
177 Echeverri was invited to speak at the AFT Faculty Guild Leadership retreat about the
178 cancellation of English and Math courses for Fall 2019. The AFT has filed a grievance;
179 they are considering a lawsuit and a complaint through the Public Employees Relations
180 Board (PERB).

181
182 The DAS will be publishing a Fall 2019 Newsletter. The submission of articles for
183 publication is encouraged; the submission deadline is November 22, 2019. Events for
184 the Academic Senate for California Community Colleges (ASCCC) is included in the DAS
185 calendar. The Academic Academy will be September 13, 2019; the Fall 2019 Plenary
186 Session will be November 7-9, 2019; and the Area C meeting will be October 12, 2019.
187 Attendance is encouraged at these events, especially among the senate leadership.
188 Echeverri reported that the DAS Executive Committee (DAS Exec) had a good retreat on
189 August 2, 2019. It included a tour of the ESC (Educational Services Center [District
190 Office]) as well as training on Board Docs. Additional Board Docs training will be
191 scheduled.

192

193 *** 1st Vice President**

194 Equivalency – El-Khoury announced the Fall 2019 meeting schedule of the Equivalency
195 Committee; it is also on the DAS website. The Equivalency Committee reviewed over 15
196 equivalency cases over the summer. The 2018 disciplines list and the CTE (Career
197 Technical Education) tool kits are available. On August 16, 2019, there was a meeting
198 for the Non-Credit disciplines at the Van de Kamp Innovation Center. The Equivalency
199 Committee will act as the Non-Credit Committee owing to having very few full-time
200 Non-Credit faculty in the district.

201

202 After revisions to the flow chart are approved by the Equivalency Committee, El-Khoury
203 will forward to DAS. At present, an equivalency candidate has the option to appeal a

204 decision by the Equivalency Committee to the DAS Executive Committee. El-Khoury's
205 recommendation is that the Equivalency Committee must be the final arbiter.

206

207 Continuing his report, El-Khoury also announced that Dr. Newton Miller will be the
208 keynote speaker at the October 18, 2019 Discipline Day at Valley. The themes will be:
209 1) Compliance; and 2) Curriculum Alignment. He thanked the senators for trusting him
210 with equivalency.

211

212 TPPC – El-Khoury announced that he was unable to volunteer to co-chair the Technology
213 Planning and Policy Committee any longer. Echeverri stated that the DAS will be looking
214 for a new faculty co-chair, and that TPPC should collaborate with other district
215 technology committees.

216

217 *** 2nd Vice President**

218 Atondo stated that the District Curriculum Committee will meet tomorrow, September
219 13, 2019, at the ESC. There will be an update on Board Rule 6700 (academic renewals)
220 and English prerequisites. To accommodate migration from ECD (the district Electronic
221 Curriculum Development system) to eLumen, the system must go dark. The Curriculum
222 Chairs recommended April 30, 2010 as the best time. Curriculum migration is expected
223 to last 2-3 weeks, and then eLumen will be functioning. Atondo noted that ECD will
224 remain as a “view only” system. Curriculum validation will happen during migration,
225 and faculty help will be needed on the content portion.

226

227 *** Treasurer**

228 Stewart referred to a handout, and reported that every quarter he will reconcile bank
229 accounts and provide statements to the DAS. He also discussed the Fall 2019 ASCCC Fall
230 Plenary Session, and stated that DAS could pay for the registration only for one
231 additional faculty member from each college. However, if DAS pays for the registration,
232 then Plenary attendees must attend the Area C meeting on October 12, 2019. The limit
233 on funding is \$1,500 per person per event.

234

235 **Standing Committee Reports**

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237 *** Professional Development College**

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

242

243 *** District Budget Committee (DBC) – Executive Committee of the DBC (ECDBC)**

244 J. Hernandez reported on a request from City seeking to suspend its debt repayment for
245 1 year. There was much discussion on the matter, but it moved forward with a vote of 7
246 ayes, 3 nays, and 7 or 8 abstentions. Members of DBC expressed their appreciation of
247 City's balanced budgets and consistency of debt repayment, but some members

248 expressed their concern that this suspension would go outside of currently existing and
249 Board-approved repayment policies.

250

251 *** Guided Pathways**

252 There are three faculty members who are the district Guided Pathways Coordinators –
253 Josh Miller (Valley), Adrienne Brown (Harbor), and Phyllis Braxton (Trade). Echeverri has
254 requested that they attend DAS meetings. Four Guided Pathways Summits are
255 scheduled; a calendar was provided. DAS needs to develop a charter for them.

256

257 *** Task Force on E-100 (Criteria for Serving Students with Disabilities) and Board Rules**
258 **Alignment Project**

259 Freitas has accepted this special project along with the task of Board Rule and
260 Administrative Regulation alignment in accordance with the CCLC templates. The first
261 meeting of the E-100 task force will convene on September 19, 2019 at the ESC. Freitas
262 identified some of the other task force members, including Vice Chancellor Cornner,
263 Dean Kalynda McLean (Pierce), Echeverri, Brent, and professionals in DSPS at various
264 colleges in the district. Harken recommended inclusion of a faculty member in a
265 movement-based discipline. Freitas expressed the need for adequate resources for full
266 implementation. He will also be spearheading the alignment of Board Rules with CCLC
267 templates. Those templates are very streamlined; the details are reserved for the
268 administrative regulations. The Board Rules will be sent to various groups including the
269 DAS Exec for review and input. Then the administrative regulations (E-Regs) need to be
270 aligned. Echeverri thanked Freitas for taking on these massive projects.

271

272 *** Other College, Committees, and Task Forces – no reports**

273

274 **Discussion Items**

275

276 **AB 705 Implementation update and college needs**

277 Echeverri requested that the Senators turn to page 29 of the packet for information.
278 She requested that the senate leadership look at the chart to make sure that these
279 strategies and interventions were being implemented at their college.

280

281 **Update on Guided Pathways Charter and membership – previously reported**

282

283 **Update on evaluation of curriculum**

284 Atondo gave an update on graduation evaluators reviewing coursework for students to
285 determine if those classes meet graduation requirements. She noted that, in spring
286 2019, the DAS passed a resolution upholding faculty primacy over curriculum. The
287 district administrators concurred with the DAS position. The graduation evaluators
288 asked for their positions to be reclassified, and the end result is that the Personnel
289 Commission has opened a formal audit of that position. The resolution that was passed
290 stated that colleges need to formalize what their process is. Problematic practices at
291 some colleges include graduation evaluators reviewing and evaluating coursework

292 outside our district for CSUGE, IGETC, local GE, etc. (California State University General
293 Education; Intersegmental General Education Transfer Curriculum; General Education).
294 Unfortunately, some of the results of this practice were the rejection of graduation
295 applications for some students who were eligible for degrees. Atondo agreed that the
296 graduation evaluators' job descriptions should be changed to comply with approved
297 policy. She will monitor the Personnel Commission audit of the graduation evaluator
298 position and provide updates to the DAS. J. Hernandez suggested that one approach for
299 compliance could be via a Chancellor's directive to the Chief Instructional Officers. He
300 also suggested making the DAS Exec available to local senates to provide training
301 regarding faculty discipline expertise – clearly a 10 + 1 issue.
302

303 **E-88 (Deans' and President's Honor List) and College Graduation Honors**

304 Echeverri noted that, with the current Student Information System, the District has one
305 transcript for all coursework completed at any of the nine colleges. Therefore, any
306 transcript notations must align. Unfortunately, the requirements for Latin Honors at
307 graduation as well as Dean's Lists and President's Lists do not. Echeverri will forward
308 this item to the administrative regulations task force for review.
309

310 **Retreat rights policy for administrators**

311 Referring to pages 52-55 of the packet, Echeverri noted Education Code (Sections
312 87454, 87458, 87458.1, and 87459), related to academic administrators, including
313 district executive positions, "retreating" to the faculty ranks. The LACCD and the DAS
314 have no agreement in place, although the DAS endorsed the model procedure written
315 and promulgated by the ASCCC. Absent a written agreement, some difficulties may
316 arise (and have arisen) when an administrator retreats. There was a preliminary
317 meeting with Echeverri, Atondo, Equivalency Coordinator Eloise Crippens, and Vice
318 Chancellor of Human Resources Albert Roman. Freitas, J. Hernandez, McDermott, and
319 Brent also volunteered to serve on this task force. There was general consensus that it
320 is best to discuss and finalize such procedures when there is no specific case or
321 individual involved.
322

323 **Budget, new funding model (SCFF), LACCD allocation mode, FON, College debt**
324 **repayment, accountability measures**

325
326 **Motion to extend meeting for 10 minutes**

327 (McDermott/Kalustian) **M/S/P**
328

329 Echeverri referred to page 62 of the packet – a table of 2019 tenure-track faculty hiring
330 sorted by college. J. Hernandez reported that the state has not issued the faculty
331 obligation number (FON) for next year, but that the district administrators had
332 commented that not many hires were anticipated. Harken noted that the current FON
333 was not in the packet, and requested the most current number. Akl observed that Non-
334 Credit faculty were not part of the FON; J. Hernandez noted that the ASCCC was looking

335 at that situation. Echeverri reported that Chancellor Rodriguez had expressed his wish
336 to hire more full-time Non-Credit faculty.

337

338 **Committee and task force assignments: TPPC, DBC, etc.**

339 Echeverri reported that former Senate President at City Dan Wanner is now an interim
340 dean at that college. This occurrence created a vacancy in the DBC representation for
341 DAS. Echeverri received two requests from faculty members to be seated on that
342 committee. She appointed Math Department Chair at Pierce Edouard Tchertchian as
343 the DAS representative, and Glen Baghdasarian from the Business discipline at City as
344 the alternate.

345

346 **DAS review of new technology**

347 Brent reported on a new student appointment system which was being implemented in
348 the district which had received no review by TPPC, and she encouraged that and other
349 committees to be proactive in their review. Echeverri encouraged collaboration among
350 the various technology committees and to make sure that the faculty have a voice.

351

352 **Faculty diversification**

353

354 **Other items**

355

356 J. Hernandez reported on an administrative directive at East regarding posting meeting
357 agendas 5 days in advance in order to comply with Government Code section
358 54957.5(b). However, he noted that the Brown Act requires posting of an agenda 72
359 hours in advance for committees for which this statute applies, and wondered if there
360 were another law or statute which applied to persons with disabilities with a longer
361 posting requirement. The senators were unaware of any such regulation.

362

363 Brown wondered what faculty members were doing about homelessness and food
364 insecurity among students. The senators reported on the different interventions and
365 practices at their colleges.

366

367 **Future dates**

368 **District Curriculum Committee:** Friday, September 13, 2019 11:00 AM-1:00 PM at ESC

369 **ASCCC Academic Academy:** September 13-14, 2019 in Long Beach

370 **Consultation Meeting;** Tuesday, 10/8/19 at ESC

371 **ASCCC Area C Meeting:** Saturday, October 12, 2019 at Rio Hondo College

372 **Fall 2019 District Discipline Day:** Friday, October 18, 2019 at VALLEY

373 **Guided Pathways Summit 1:** Friday, October 25, 2019 at VALLEY

374 **DAS Executive Committee:** Friday, October 4, 2019 9:30 AM-12:00 PM at ESC

375 **ASCCC Regional Curriculum Institute:** Saturday, November 2, 2019 at PIERCE

376 **ASCCC Fall Plenary Session:** November 7-9, 2019, 2019 in Newport Beach

377

378 **Adjournment**

379 (Gaines /Hale) **M/S/P**
380 The meeting was adjourned at 3:47 p.m.
381
382 Respectfully submitted by Lourdes M. Brent, DAS Secretary