



ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING
October 16, 2008
3:00 p.m. – SSV 151

To conform to the open meeting act, the public may attend open sessions

- 1. CALL TO ORDER AND ROLL CALL**
- 2. OPENING COMMENTS FROM THE SENATE PRESIDENT**
 - November 6, 2008 Senate Meeting Canceled
 - Smoking Survey Results (attachment)
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
 - a. October 2, 2008 (attachment)
- 5. PRESENTATION**
 - a. ILO Survey Results (attachment) – Ted Younglove
- 6. REPORTS (limited to 5 min. each)**
 - a. AP&P Committee – Deborah Charlie
 - b. Faculty Professional Development – Kathryn Mitchell
 - c. Board of Trustees October 13, 2008 Meeting: Board Member Agenda Item (attachment)
- 7. ACTION ITEMS**
 - a. Academic Senate President Election: Christos Valiotis (2009 – 2012) (attachment)
 - b. AP&P Co-Chair Elect (2009 – 2012): Maria Clinton
 - c. Enrollment Management Job Description (attachment)
 - d. Full-Time Faculty Academic Ranking (attachment)
 - e. Equivalency – an equivalency for disciplines are not needed (attachment)
 - Accounting
 - Office Technology
- 8. SENATE ADMINISTRATIVE BUSINESS**
 - a. Appointments
 - Academic Ranking
 - Rona Brynin - Professor
 - Vice President of Human Resources Hiring Committee
 - Dorothy Williams
 - b. Announcements
 - Regina-Stanbeck Diversity Award Call – submission deadline October 29, 2008
 - 2008 Fall Plenary Session – Los Angeles, CA – November 6 – 8, 2008
 - Hayward Award Call – submission deadline November 7, 2008
 - 2009 Accreditation Institute – San Jose, CA – January 23 – 25, 2009
 - 2009 Teaching Institute – San Jose, CA – February 20 – 22, 2009
 - 2009 Vocational Education Institute – Universal City, CA – March 12 – 14, 2009
 - 2009 Spring Plenary Session – Millbrae, CA - April 16 – 18, 2009
 - 2009 Leadership Institute – Lake Tahoe, CA – June 18 – 20, 2009
 - 2009 Student Learning Outcomes and Assessment Institute – Anaheim, CA – July 8, 2009
 - 2009 Curriculum Institute – Anaheim, CA – July 9 – 11, 2009

9. ADJOURNMENT

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Ms. Patricia A. Márquez Sandoval, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection 72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.



**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING
October 16, 2008**

1. CALL TO ORDER AND ROLL CALL

Ms. Patricia A. Márquez Sandoval, Senate President, called the meeting to order at 3:04 p.m.

Ms. Márquez Sandoval announced Mr. Ted Younglove was ill and would not be able to provide the ILO Survey Result Presentation. Due to the current unfolding budget situation, Ms. Márquez Sandoval proposed amending the agenda to include a Budget Report by Deborah Wallace. A motion was made and seconded to amend the agenda to include a Budget Report. Motion carried.

2. OPEN COMMENTS FROM THE SENATE PRESIDENT

- The November 6, 2008 Senate Meeting is canceled. The next scheduled meeting will occur on Thursday, November 20, 2008.
- The smoking survey which was coordinated by Mr. Terry Cleveland, Director of Risk Management and Environmental Health, is part of the agenda packet for review. Mr. Cleveland will be presenting the results at the next College Coordinating Council Meeting.
- During the summer months Ms. Márquez Sandoval, Ms. Heidi Preschler, and Ms. Ana Patin collaborated to create a uniform job description for future hiring cycles.
- Ms. Márquez Sandoval announced the Statewide Senate's Award requirements and deadlines. The call for the Exemplary Award has closed and no program nominations were forwarded to the Senate Office. She encouraged senators to continue to think about recognizing faculty work performed on campus.

3. OPEN COMMENTS FROM THE PUBLIC

- None

4. APPROVAL OF MINUTES

A motion was made and seconded to approve the October 2, 2008 Academic Senate Meeting minutes. Motion carried.

5. PRESENTATION

a. ILO Survey Results (attachment) – Ted Younglove

Item tabled for the November 20th Senate Meeting.

b. Budget Report – Deborah Wallace

Ms. Deborah Wallace presented information detailed at the Wednesday, October 15, 2008 SPBC meeting. The budget crisis of the state is no secret and current discussions circulating include imminent mid-year budget cuts. The Budget Subcommittee members are working on a plan to anticipate January/February budget cuts and working on creating a short-term and long-term plan for budget constraints. A study from UCLA states the current budget crisis will last for at least five to ten years. Currently, the Budget Subcommittee is in the beginning stages of discussions. Some of the items of discussion include course offerings, which will be reviewed on a semester by semester basis, and cut or freeze open positions. Ms. Wallace stated the subcommittee, along with SPBC and Enrollment Management Committee, is merely in the discussion phase and will be communicating the plan by posting information on the SPBC group web page on MyAVC. They are asking the various constituencies to relay information across campus. The implementation of the plan and timeline are still being worked out, as well as a restoration plan. The total dollar figure of potential budget cuts is

still unknown, but the district needs to take measures to prepare. Ms. Wallace assured Senators when engaging in discussions all the key campus constituents will participate in the ultimate outcome. In the 2010 – 2011 academic year, the college will go through another accreditation cycle and cannot show deficit spending two years prior, therefore the district needs to take proactive measures to look at the campus as a whole. SPBC will begin strategizing on measures that will lessen the impact of mid-year budget cuts. Ms. Wallace encouraged anyone with questions to contact her office.

6. REPORTS (limited to 5 min. each)

a. AP&P Committee – Deborah Charlie

Ms. Deborah Charlie reported that AP&P division representatives would be asking faculty to discuss raising the current Graduation Reading Proficiency from Completion of Reading 097 (9th grade reading proficiency) to Completion of Reading 099 (12th grade reading proficiency) effective in fall 09. If approved, students would be able to meet the new requirement by completing Reading 099 or by meeting the equivalent cut score on the Assessment test.

b. Faculty Professional Development – Kathryn Mitchell

Ms. Kathryn Mitchell reported the Professional Development Committee has faced some challenging first couple of weeks. The guidelines for adjunct faculty have been altered to provide alternate opportunities for adjuncts to complete the three (3) hour Standard 1 requirement. Adjunct faculty can now complete their Standard 1 requirement by participating in any activity listed in the Professional Development book, regardless of whether it is designated as a Standard 1 or Standard 2 event. An online component has been added for adjunct faculty (www.learner.com). Adjuncts can view any of the adult/college video streams from the website and complete their Standard 1 requirement without having to attend a campus event. If adjunct faculty choose to perform Standard 1 requirement online, they will be required to submit an Online/Video Program Worksheet, along with the submission on their contracts for verification. In addition, the Professional Development Committee has approved the taping of various campus events and will have them available to check out and for viewing from IMC. They will also require an Online/Video Program Worksheet. The Professional Development Guidelines will again be revisited for revisions, but faculty need to be prepared to adhere to the stipulated guidelines as stated in the book for the 2009 – 2010 academic year. Ms. Mitchell noted the only additional change impacting adjunct faculty is related to office hours. The committee has decided not to allow adjunct faculty to claim office hours as a professional development activity, but will put out a survey to revisit the issue and determine Professional Development needs for adjunct faculty.

The committee is currently working on the following issues: guideline modifications and clarification; coordinating committee sponsored events; online registration for limited participation events; limited participation ITS events; and 2009 – 2010 AVC Welcome Back Day. Ms. Mitchell reported the committee was not made aware of the five (5) participant limitation for ITS Training events until the beginning of the fall semester, and have committed to determine if more ITS events are needed for the 2009 – 2010 academic year. A brief discussion occurred regarding the changes made to the Professional Development Program. Ms. Márquez Sandoval asked Senators to remember that the Senate supported revamping the Faculty Academy and Flex Program. Last year, Mr. Mike Traina, former Professional Development Chair, presented various changes the committee was embarking upon. As in past years, the faculty will be asked to evaluate the program at the end of the academic year to determine if the program facilitated an opportunity for professional development. It is important to remember committee members were charged by the Senate

to perform specific tasks and should not be criticize for doing what was asked. Ms. Heidi Prescheler reinforced Ms. Márquez Sandoval's statements by stating the college's Professional Development Program had strayed from the System's Office Guidelines and faculty need to recognize the importance of current educational issues, such as Student Learning Outcomes, Course Outline of Records, and take part in activities that will enable faculty to become better professionals.

- c. Board of Trustees October 13, 2008 Meeting: Board Member Agenda Item (attachment)**
Ms. Márquez Sandoval reported at the October 13, 2008 Board of Trustees meeting, the City of Palmdale's concerns about Measure R funds were discussed extensively by community members and AVC Board of Trustees. Ms. Márquez Sandoval reviewed with the senators the directives made by Trustee Steve Fox, demanding college reserves be allocated towards the completion of the Palmdale campus. The news article on MiraCosta College was distributed via email. It discussed Board of Trustees receiving training from Dr. Barbara Beno, President of the Accrediting Commission for Community and Junior Colleges detailing how dissenting behavior among board members is negatively viewed in the accreditation process and is cause for alarm for a visiting team. The City of Palmdale's Council meeting was distributed to all Senators to view via email as well. In reviewing the video, it is disheartening to see Steve Fox, AVC Board Member speak at the expense of the district's good intentions in providing educational opportunities to the South Valley. At the Board meeting, Confidential Management and the Associated Student Organization made strong statements to Mr. Fox asking that he stop interfering with the work of the college. Senators engaged in a lengthy discussion regarding the Board of Trustee meeting and the public stance the Senate should possibly make. Members proposed making a public statement in the AV Press in support of a Palmdale campus and by taking a proactive stance against the actions of Trustee Steve Fox by writing resolutions. Ms. Márquez Sandoval requested Senators to discuss this issue with division faculty to ensure the Senate is representing the views of faculty as a whole. Given the urgency of the matter, Senators were asked to gather division feedback and forward the information to the Senate Office, so Executive Officers could determine if there was faculty support and allow adequate time to begin working on formal resolutions to present at the November 10th Board of Trustees Meeting.

7. ACTION ITEMS

- a. Academic Senate President Election: Christos Valiotis (2009 – 2012) (attachment)**
A motion was made and seconded to confirm Mr. Christos Valiotis as the Academic Senate President Elect. Motion carried.
- b. AP&P Co-Chair Elect (2009 – 2012): Maria Clinton**
A motion was made and seconded to confirm Ms. Maria Clinton as the AP&P Co-Chair elect. Ms. Márquez Sandoval announced there were two candidates that submitted their names for consideration for the position. An interview process was conducted following the procedures as required per the Senate Operating Procedures Handbook. Motion carried.
- c. Enrollment Management Faculty Co-Chair Job Description (attachment)**
A motion was made and seconded to approve the Enrollment Management Job description. Ms. Márquez Sandoval stated that a job description was developed by the Executive and was discussed at MAC. While the committee is not a Standing Senate Committee, the Senate does appoint the faculty cochair position. Dorothy Williams has been serving in this role and her term ends at the end of this academic year. In order for a faculty member to better understand the committee's work and to have an opportunity to shadow, the job description was created. The Enrollment Management Co-Chair position is an important job as it relates

to the work of SPBC. The Senate is requesting three (3) LHE reassign time for this position from the administration and faculty union. Motion carried.

d. Full-Time Faculty Academic Ranking (attachment)

A motion was made and seconded to approve the Full-Time Faculty Academic Ranking. A lengthy discussion occurred, which resulted in changing the 15 units for professor to 12 units. Ms. Márquez Sandoval reported the Senate Office did not receive any additional feedback other than what was previously provided and would like to move forward in aligning the ranking process to service time at AVC and accomplishments achieved during faculty employment at AVC. Motion carried as amended with four (4) dissenting votes.

e. Equivalency – an equivalency for disciplines are not needed (attachment)

- Accounting
- Office Technology

A motion was made and seconded to approve the above equivalencies. Motion carried.

8. SENATE ADMINISTRATIVE BUSINESS

a. Appointments

- Academic Ranking
 - Rona Brynin - Professor
- Vice President of Human Resources Hiring Committee
 - Dorothy Williams

A motion was made and seconded to approve the above faculty appointments. Motion carried.

9. ADJOURNMENT

A motion was made and seconded to adjourn the October 16, 2008 Senate meeting at 4:25 p.m. Motion carried.

<u>MEMBERS PRESENT</u>			
Ed Beyer	Jack Halliday	Candace Martin	Kenan Shahla
Frank Blua	Lisa Karlstein-Francey (proxy)	Rosa Onofre (proxy)	Susan Snyder (proxy)
Debra Feickert	Susan Knapp	Sal Suarez	John Taylor
Claude Gratton	Cynthia Kincaid	Ty Mettler	Shunnon Thomas
Lee Grishman	Patricia A. Márquez	Harish Rao	John Toth (proxy)
Sandra Hughes			Alex Webster
<u>MEMBERS ABSENT</u>		<u>GUEST PRESENT</u>	
Carolyn Burrell	Terry Rezek	Deborah Charlie	Heidi Preschler
Susan Lowry	Sandra Robinson	Maria Clinton	Christos Valiotis
Kathy Moore	Dorothy Williams	Kathryn Mitchell	Deborah Wallace

Smoking Survey Results Fall 2008

Which of the following scenarios are you in favor of? (select only 1 answer choice)

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
AVC providing designated smoking areas.	49	27.072	233	33.965
Maintaining the existing policy (i.e. AP 3570 Smoking on Campus).	120	66.298	107	15.598
The campus being completely smoke free (i.e. no smoking allowed at all).	12	6.630	346	50.437
Total	181	100	686	100

If this campus were to be completely smoke free (ie. no smoking allowed at all), would you be more likely to work, instruct, or attend classes somewhere else?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No				
Yes	90	49.724	606	88.338
No Response	91	50.276	53	7.726
Total	0	.000	27	3.936
	181	100	686	100

If this campus permitted smoking ONLY in designated smoking areas (without shade, windbreak, or rain shelter) would you be willing to use the designated areas if there were no penalty involved for smoking outside of these areas?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No				
Yes	77	42.541	375	54.665
No Response	104	57.459	284	41.399
Total	0	.000	27	3.936
	181	100	686	100

Regardless of whatever smoking policy may be adopted in the future, how would you prefer that violations of the smoking policy be handled?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
A simple statement by yourself to the violator that he or she is violating the smoking policy and guidance on what the policy says.	98	54.144	104	15.160
By security personnel.	65	35.912	514	74.927
No Response	18	9.945	68	9.913
Total	181	100	686	100

If enforcement of any of the 3 types of smoking policy (i.e. The campus being completely smoke free; designated smoking areas; maintenance of existing smoking policy: AP 3570 Smoking on Campus) is left up to each college employee or fellow student, would you be willing to state to the violator that he or she is violating the smoking policy and give him/her guidance on what the policy says?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No, I would not be willing to remind the violator of our smoking policy.	74	40.884	305	44.461
Yes, I would be willing to remind the violator of our smoking policy.	89	49.171	313	45.627
No Response	18	9.945	68	9.913
Total	181	100	686	100

Smoking Survey Results Fall 2008

If enforcement of any of the 3 types of smoking policy is left up to each college employee or fellow student, which of the 3 possibilities do you think would be the easiest to enforce?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
AVC providing designated smoking areas.	46	25.414	206	30.029
Maintaining the existing policy (i.e. AP 3570 Smoking on Campus).	107	59.116	130	18.950
The campus being completely smoke free.	10	5.525	282	41.108
No Response	18	9.945	68	9.913
Total	181	100	686	100

If enforcement of any of the 3 types of smoking policy is left up to each college employee or fellow student, do you think the policy will be effectively enforced?

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No	67	37.017	400	58.309
Yes	96	53.039	218	31.778
No Response	18	9.945	68	9.913
Total	181	100	686	100

Status:

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
Adjunct Faculty	6	3.315	59	8.601
Administrator	3	1.657	17	2.478
Classified	11	6.077	91	13.265
Full-Time Faculty	2	1.105	78	11.370
Student	138	76.243	359	52.332
No Response	21	11.602	82	11.953
Total	181	100	686	100

Age:

	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
Less than 20	23	12.707	106	15.452
20-24 years old	33	18.232	97	14.140
25-29 years old	28	15.470	64	9.329
30-34 years old	19	10.497	57	8.309
35-39 years old	14	7.735	52	7.580
40-49 years old	23	12.707	88	12.828
50 or older	19	10.497	141	20.554
No Response	22	12.155	81	11.808
Total	181	100	686	100

Smoking Survey Results Fall 2008

<i>Ethnicity:</i>				
	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
American Indian or Alaskan Native	9	4.972	10	1.458
Asian or Pacific Islander	4	2.210	26	3.790
Black Non-Hispanic	21	11.602	64	9.329
Hispanic	29	16.022	147	21.429
Other/Unknown	18	9.945	54	7.872
White Non-Hispanic	74	40.884	295	43.003
No Response	26	14.365	90	13.120
Total	181	100	686	100

<i>When do you spend the majority of your time on campus?</i>				
	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
Day	79	43.646	366	53.353
Night	18	9.945	64	9.329
Both	59	32.597	172	25.073
No Response	25	13.812	84	12.245
Total	181	100	686	100

<i>Do you attend classes only at the Palmdale site?</i>				
	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No	122	67.403	355	51.749
Yes	11	6.077	31	4.519
Not Applicable	27	14.917	221	32.216
No Response	21	11.602	79	11.516
Total	181	100	686	100

<i>Do you attend classes only at Fox Field?</i>				
	Smokers		Non Smokers	
	Frequency	Percent	Frequency	Percent
No	121	66.851	326	47.522
Yes	2	1.105	10	1.458
Not Applicable	37	20.442	271	39.504
No Response	21	11.602	79	11.516
Total	181	100	686	100

Institutional Learning Outcomes Student Survey Results

AVC ILO's were assessed using a survey of 2,000 randomly selected enrolled students from Spring, 2008. The survey was on-line at surveymonkey.com and a link to the survey was e-mailed to the students campus e-mail address. A total of 81 students participated for a response rate of 4%. Increasing the sample size and adding a week to the data collection period with an additional survey reminder e-mail are recommended to increase the response rate. The survey consisted of three or four questions for each ILO for a total of 20 questions. The target response goal was 70% selecting Moderate or Significant Improvement. ILO's 1 and 2 met the goal of 70%, however ILO's 3 to 6 fell below the 70% average. The individual questions are being evaluated, and will be revised if necessary. Major changes are not anticipated because of the small sample size in this initial assessment.

Average ILO Score (Goal 70%)

ILO	Average
1	74%
2	78%
3	63%
4	64%
5	58%
6	43%

The questions are presented on the following pages.

6/9/08

Survey Introduction

Antelope Valley College would like to get some information about how you view your educational experience at the college. This information will help us improve instruction and services, and adjust course requirements, to benefit future students.

All survey results are kept confidential, with information used in summary form only.

1. Gender

Gender MaleFemale

2. Age

Age Under 20 20 - 24 25 - 29 30 - 34 35 - 39 40 - 49 50 and over

3. Ethnicity

Ethnicity Black Non-Hispanic American Indian/Alaskan Native Asian/Filipino/Pacific Islander Hispanic Other White Non-Hispanic

4. How many terms have you taken courses at AVC?

How many terms have you taken courses at AVC? 1 2 3 4 5 6 7 8 or more

5. What is your academic goal?

What is your academic goal? Obtain Bachelor Degree after AA Obtain Bachelor Degree w/o AA Complete General Education Associate Degree Complete Vocational Associate Degree Complete a Certificate Explore Career Options Prepare for a new Career/Job Advance in current Career/Job Maintain certificate license Personal Development

6/9/08

ILO 1

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Analyzing and solving complex problems using evidence from a variety of sources
Analyzing and solving complex problems using evidence from a variety of sources No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Increasing self-awareness of diverse points of view
Increasing self-awareness of diverse points of view No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Integrating knowledge across a range of academic and everyday contexts
Integrating knowledge across a range of academic and everyday contexts No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

6/9/08

ILO 2

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Maintaining and transferring academic and technical skills to the workplace

Maintaining and transferring academic and technical skills to the workplace No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Being a life-long learner, able to acquire, employ, and apply new knowledge

Being a life-long learner, able to acquire, employ, and apply new knowledge No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Setting goals and devising strategies for personal and professional development and well being

Setting goals and devising strategies for personal and professional development and well being No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

6/9/08

ILO 3

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Understanding the basic content and modes of inquiry of the major knowledge fields (i.e., humanities, social sciences, physical sciences)

Understanding the basic content and modes of inquiry of the major knowledge fields (i.e., humanities, social sciences, physical sciences) No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Using the symbols and vocabulary of mathematics to solve problems and communicate results

Using the symbols and vocabulary of mathematics to solve problems and communicate results No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Responding to and evaluating artistic expression

Responding to and evaluating artistic expression No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

4. Communicating effectively orally and in writing

Communicating effectively orally and in writing No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

6/9/08

ILO 4

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Demonstrating computer literacy by locating, evaluating, and using information effectively

Demonstrating computer literacy by locating, evaluating, and using information effectively No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Writing and speaking with precision and clarify to express complex thought

Writing and speaking with precision and clarify to express complex thought No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Reading college-level materials with understanding and insight

Reading college-level materials with understanding and insight No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

4. Ability to solve problems and make critical decisions

Ability to solve problems and make critical decisions No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

6/9/08

ILO 5

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Demonstrating appreciation for civic responsibility and ethical behavior

Demonstrating appreciation for civic responsibility and ethical behavior No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Demonstrating teamwork skills, listening thoughtfully and respectfully to the ideas of others

Demonstrating teamwork skills, listening thoughtfully and respectfully to the ideas of others No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Demonstrating understanding of all aspects of diversity

Demonstrating understanding of all aspects of diversity No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

6/9/08

ILO 6

During your time at Antelope Valley College, how would you rate your improvement in the following areas:

1. Identifying workforce programs of the local community

Identifying workforce programs of the local community No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

2. Finding career opportunities that would contribute to the economic well being of the community

Finding career opportunities that would contribute to the economic well being of the community No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

3. Evaluating job skills needed for obtaining employment after leaving college

Evaluating job skills needed for obtaining employment after leaving college No improvement Slight improvement Moderate improvement Significant improvement Unable to decide

BOND DIRECTIVE RESOLUTION

Commitment to the citizens of Palmdale:

WHEREAS, due to the rapid growth in the Antelope Valley, and due to thousands of new students entering college each year, the current Antelope Valley Board of Directors, as well as all future Antelope Valley College Board of Directors and/or members, must respond to such growth by constructing a permanent Palmdale campus.

WHEREAS, in order to establish a self-sustaining, full-standing permanent college in the South Valley ("Palmdale"), a number of consistent requirements must be met.

WHEREAS, those requirements include a self-sustaining Palmdale educational college (the "temporary Palmdale site") center of five-hundred (500) full-time attending students per semester.

WHEREAS, the Palmdale site must be consistent each semester - with five-hundred (500) or more full-time students.

WHEREAS, to ensure the Palmdale site, the Antelope Valley College Board of Directors, as well as all future Antelope Valley College Board of Directors and/or members, must continue to pay for instructors, rents, materials and other educational items.

WHEREAS, if the continued support of the temporary campus is not maintained, we will no longer be able to apply to the State of California to have a permanent facility.

WHEREAS, the current educational college center has over five-hundred (500) full-time students, and can now apply to the State of California to have a permanent physical facility built in Palmdale (the "Palmdale campus").

WHEREAS, additional funds may be needed to facilitate and finish the Palmdale campus.

THEREFORE, be it resolved that the current Antelope Valley College Board of Directors, as well as all future Antelope Valley College Board of Directors and/or members, make a full and complete commitment to building a permanent physical college in Palmdale.

Be it further resolved that the Antelope Valley Board of Directors order this current, and all future administrators, to continue to enlarge and facilitate both at the current self-sustaining Palmdale site and the building of a permanent faculty college in Palmdale.

~~Be it further resolved that the current Antelope Valley College Board of Directors, and all future Antelope Valley College Board of Directors and/or members, allocate ten (10%) percent of all future budgets to the building of a permanent physical college campus in Palmdale, until said Palmdale campus is completed.~~

Be it further resolved that this Antelope Valley College Board of Directors, as well as all future Antelope Valley College Board of Directors and/or members, allocate funds in all future budgets to pay for staff, classrooms, and other related items for the running of the temporary, self-sustaining Palmdale site.

THEREFORE, be it resolved the Antelope Valley College Board of Directors implement this resolution forthwith, make a permanent Palmdale campus their highest priority and commit itself fully and completely to the citizens of the Antelope Valley by building a self-sustaining permanent college facility in Palmdale.

Memo

To: AVC Academic Senate
From: Christos Valiotis
CC:
Date: October 10, 2008
Re: Application for Senate President

Colleagues,

I am submitting for your consideration my application for the position of President of the AVC Academic Senate.

I have been a faculty member at AVC for 11 years, and served as a senator for 8 of those years. During my tenure as a senator I have served under three different great presidents: Patricia Sandoval, Dorothy Williams, and Richard Manley. Over the years, I have learned a lot from them and my fellow senators, but three lessons have been the most salient: Respect for my fellow faculty, dedication to the teaching profession, and above all - students come first.

Aside from serving at the senate, I have served in a variety of shared governance and ad-hoc committees. Those range from the ITS committee (with a brief stint as co-chair), the AVC faculty academy committee, the senate grant committee, the department chair ad-hoc committee, and most recently the SLO committee. I have also served in numerous tenure committees and chaired three of them.

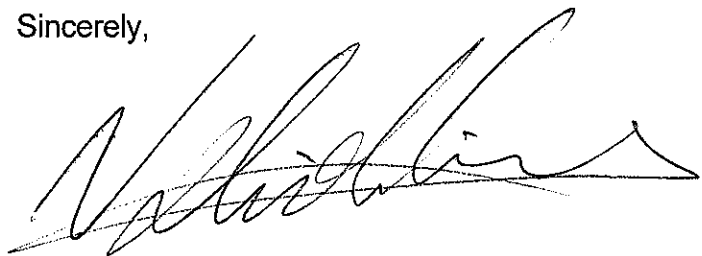
As director of two large Title V grants and over 10 individual grants, I had the pleasure to work with almost every department at the college and have developed good working relationships with a large number of college employees. As a result of this interaction, I feel that I have a good grasp of the college structure and have shown dedication to the "shared governance" process. The majority of these grant projects had a community cooperation component in them, and over the years, I have worked successfully with a variety of community groups representing the Aerospace Industry, the EAFB, local school districts, as well as the local cities.

I consider the position of the President of the Academic Senate to be a prestigious one, but also one that carries a lot of responsibility and needs a lot of dedication and hard work. I will be the first to admit that I am not even close to compare with the previous presidents in terms of organizational skills, and knowledge of the intimate details of the position. But, I can promise you that I will work very hard to live up to

the expectations of the position, as I have done for every other position that I have held. If elected, I will take advantage of every opportunity to shadow the current senate leadership and attend training sessions so that I can be fully prepared at the start of my tenure.

In conclusion, I ask for your support in the upcoming vote and would like to thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christos Valiotis', written in a cursive style. The signature is positioned below the word 'Sincerely,' and above the printed name 'Christos Valiotis'.

Christos Valiotis

DRAFT 2

Enrollment Management Faculty Cochair Job Description

The mission of the Enrollment Management Committee is to develop, implement, and evaluate a comprehensive strategic plan involving the entire campus to achieve and maintain optimum student enrollment, promote access and student success, enhance retention and meet the educational needs of our community.

The Enrollment Management Co-Chair duties and responsibilities shall include, but not limited, to the following activities:

1. Review and set agenda for bi-monthly meetings with Dean of Enrollment Services.
2. Assist in the development of and monitor campus-wide implementations of the Enrollment Management Plan.
3. Review and monitor allocated budget needs.
4. Act as a resource person for any questions regarding Enrollment Management
5. Act as a liaison to SPBC.
6. Attend conferences and/or institutes related to enrollment management
7. Research and review major policies/procedures related to enrollment management
8. Report at least twice a semester to the Academic Senate.
9. Meet with Senate Executive at least twice an academic year.

(Three-year term—reassign time to be negotiated with faculty union and administration)

DRAFT
Antelope Valley College
Academic Senate

Academic Ranking

Full time faculty are ranked as *instructor, assistant professor, associate professor, or professor*. Only a tenured faculty member may request approval for academic ranking beyond instructor. ~~Once tenure is obtained, a minimum of two years is required before requesting advancement to the next rank.~~ Faculty must submit the *Application for Academic Ranking* to the Academic Senate Office.

Criteria:

Instructor: non-tenured faculty

Assistant Professor: minimum of four years (two years if approved for early tenure) as a full-time faculty member at Antelope Valley College, (two years as a full-time faculty member at another college can be used toward the required number of years) and one of the following:

- Six semester units* of additional upper division or graduate units
- Eighteen hours* of additional training or certification in occupational experience
- One professional achievement e.g. peer-reviewed publications, musical performances, exhibition, scholarly presentations, major projects impacting AVC students, academic governance, etc)

Associate Professor: minimum of six years as a full-time faculty member (four years if approved for early tenure) at Antelope Valley College, (two years as a full-time faculty member at another college can be used toward the required number of years) and one of the following:

- Nine semester units* of additional upper division or graduate units
- Twenty-seven hours* of additional training or two additional certification in occupational experience
- Two professional achievements (e.g. peer-reviewed publications, musical performances, exhibition, scholarly presentations, major projects impacting AVC students, academic governance, etc)

Professor: minimum of eight years as a full-time faculty member (six years if approved for early tenure) at Antelope Valley College, and (two years as a full-time faculty member at another college can be used toward the required number of years) and one of the following:

- Fifteen semester units* of additional upper division or graduate units
- Thirty-six hours of additional training or three or more additional certifications in occupational experience.
- Three professional achievements (.e.g. peer-reviewed publications, musical performances, exhibition, scholarly presentations, major projects impacting AVC students, academic governance, etc)

* For the first two bullets of each rank, a combination of units and hours can be used (10 hours =1 semester unit). Units can be accumulative (i.e. Assistant Professor (six units) to Associate Professor (additional 3 units=9 units)

****Additional degree obtained after the date of initial hire from an accredited institution allows a tenured faculty member to apply for ranking of Professor regardless of current placement.**

*Faculty Emeritus are full time faculty that are now retired from the college (*see Faculty Emeritus Criteria*)

*Adjunct faculty are ranked as adjunct instructor or adjunct assistant professor (*see Petition for Approval of Adjunct Academic Rank*)

**Application for Academic Ranking
Antelope Valley College
Academic Senate**

Name: _____ Date: _____

My current Academic Rank: __ Instructor __ Assistant Professor __ Associate Professor

A. When hired, what degree did you hold? Academic Rank at Previous College

Degree: _____ Name College and Rank _____

B. Please refer to the criteria and mark appropriate box (es). In addition, provide the required evidence for the Academic Rank you are requesting:

Assistant Professor

- Additional number of upper division or graduate units* **or**
- Additional training hours* or certification in occupational experience **or**
- Professional achievement

Associate Professor

- Additional number of upper division or graduate units* **or**
- Additional training hours* or certification in occupational experience **or**
- Professional achievements

Professor

- Additional number of upper division or graduate units* **or**
- Additional training hours* or certification in occupational experience
- Professional achievements

** For the first two bullets of each rank, a combination of units and hours can be used (10 hours = 1 semester unit). Units can be accumulative (i.e. Assistant Professor (six units) to Associate Professor (additional 3 units=9 units)*

*****Additional degree after the date of initial hire from an accredited institution after the date of initial hire from an accredited institution allows a tenured faculty member to apply for ranking of Professor regardless of current placement.***

C. Certification: "I certify that the above information is true and correct."

Signature	Print Name	Date
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Academic Senate Approval: _____ **Academic Senate President**
(Academic Senate Meeting Date)

College Approval _____ **College President**

ANTELOPE VALLEY COLLEGE
Academic Senate

MQ and Equivalency Review Form

The discipline faculty in the BCSED division/area have reviewed the most current (2006) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following discipline: ACCOUNTING.

The discipline faculty agree that: (Select only one)

- an equivalency for this discipline is not needed.** *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- the current (within the last three years) Academic Senate approved equivalency does not need revision.** *The Minimum Qualifications for the designated discipline have not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The minimum qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The approved equivalency is below the Education Code Section 87359 that requires that individuals employed by the district possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposal for Senate review).*

Date: 9/25/08

Kathy Moore
Academic Senate Representatives

[Signature]

Discipline Faculty:

David Chapagne
Kathy Moore

[Signature]
[Signature]

OK [Signature]

ANTELOPE VALLEY COLLEGE
Academic Senate

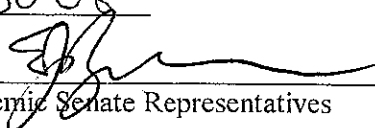
MQ and Equivalency Review Form

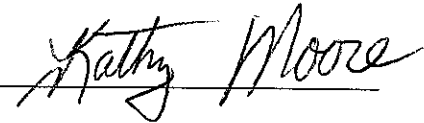
The discipline faculty in the Business division/area have reviewed the most current (2006) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following discipline: Office Technology.

The discipline faculty agree that: (Select only one)

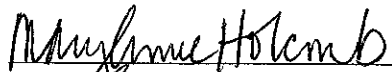

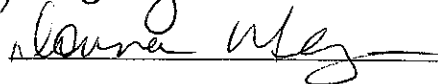
- an equivalency for this discipline is not needed.** *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- the current (within the last three years) Academic Senate approved equivalency does not need revision.** *The Minimum Qualifications for the designated discipline have not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The minimum qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The approved equivalency is below the Education Code Section 87359 that requires that individuals employed by the district possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposal for Senate review).*

Date: 9-30-08


Academic Senate Representatives


Kathy Moore

Discipline Faculty:

OK 