



**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING AGENDA
November 3, 2016
3:00 p.m. – 4:30 p.m.
L-201**

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**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
 - a. October 20, 2016 (attached)
- 5. REPORTS (5 minutes maximum)**
 - a. Accreditation – Tina McDermott
 - b. Faculty Professional Development – Kristine Oliveira (attached)
- 6. ACTION ITEMS**
 - a. By-Laws Update – Glenn Haller
- 7. DISCUSSION ITEMS**
 - a. Enrollment Management Committee – Angela Koritsoglou
 - b. Faculty Professional Development hour recommendation to Union - Kathryn Mitchell
 - c. Senate President term – feedback from divisions
 - d. Faculty Recognition – Susan Lowry
- 8. ANNOUNCEMENTS**

Nov 3-5, 2016	2016 Fall Plenary	Costa Mesa
Feb 17-18, 2017	Accreditation Institute	Napa Valley
May 5-6, 2017	CTE Leadership Institute	San Jose
June 15-17, 2017	2017 Faculty Leadership Institute	Sacramento
July 12-15, 2017	2017 Curriculum Institute	Riverside
- 9. ADJOURNMENT**

2015-16 ACADEMIC SENATE MEETINGS & COMMITTEE REPORTS	
November 17, 2016 Program Review – Carol Eastin DETC – Perry Jehlicka	December 1, 2016 AP&P – Darcy Wiewall Outcomes – Glenn Haller

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ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING
MINUTES
November 3, 2016
3:00 p.m. – 4:30 p.m.
L-201

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

1. CALL TO ORDER AND ROLL CALL

The Academic Senate meeting of November 3, 2016 was called to order at 3:00 p.m. by Dr. Susan Lowry, Academic Senate Vice President.

2. OPENING COMMENTS FROM THE SENATE VICEPRESIDENT

- Dr. Lowry reported the Chicago Cubs are now the World Series Champs and congratulated senate Cubbies fans.
- Dr. Lowry welcomed Nancy Masters back to campus and the senate.

3. OPEN COMMENTS FROM THE PUBLIC

- Dr. Ken Shafer reported printers were removed from the Business Education faculty areas and will not be replaced. The printers will be available at auction for purchase by a non-employee.
- Dr. Ed Beyer stated the printers were removed in an effort to centralize use in order to save on costs.

4. APPROVAL OF MINUTES

- a. October 20, 2016 (attached)

A motion was made by Mr. Larry Veres and seconded by Mr. Van Rider to approve minutes of the October 20, 2016 Academic Senate meeting.

Dr. Ed Beyer noted there has only been one 3-year term senate president. Maria Clinton and Christos Valiotis both served 2-year terms. Dr. Lowry advised not to change the minutes to reflect the correction.

Motion carried with one (1) abstention.

5. REPORTS (5 minutes maximum)

- a. Accreditation – Tina McDermott

Ms. Tina McDermott presented the Accreditation Committee report and thanked senators for their efforts regarding accreditation. Ms. McDermott encouraged senators to consider serving as the next Accreditation Coordinator. (attachment to be provided)

Mr. Larry Veres noted there is a leadership committee to assist in finding candidates for leadership roles. The committee consists of Larry Veres, Dr. Ken Shafer and Lisa Karlstein.

- b. Faculty Professional Development – Kristine Oliveira (attachment)

Ms. Kristine Oliveira presented the Faculty Professional Development Committee report - see attachment.

6. ACTION ITEMS

- a. By-Laws Update – Dr. Glenn Haller
Item tabled.

7. DISCUSSION ITEMS

- a. Enrollment Management Committee – Angela Koritsoglou (attachments)
Ms. Angela Koritsoglou addressed the senate seeking a recommendation for the Enrollment Management Committee membership structure - see attachments. Senators will discuss options with constituent groups and report at the November 17, 2016 meeting. The item will be agendaized for discussion to determine if the senate should make a formal recommendation.
- b. Faculty Professional Development hour recommendation to Union - Kathryn Mitchell
Ms. Kathryn Mitchell reminded senators that in 2015-16 the Faculty Professional Development Committee (FPDC) conducted surveys, a faculty forum, and talked to faculty to solicit input regarding the desired professional development hour obligation. Based on the majority of those who responded, the FPDC made a recommendation of 60 hours, with 12 hours set aside for outcomes and assessment. Ms. Mitchell sent the formal statement to the senate.

Dr. Lowry explained Ms. Mitchell sent the formal recommendation to the union. If negotiations in spring include the obligation hours, the FPDC recommendation will be the union's position.

Dr. Ed Beyer charged the recommendation must first be ratified by the senate before being sent to the union. Dr. Lowry explained the senate asked the FPDC to conduct the study and make a recommendation to the union.

Dr. Beyer stated he was unsure the process was appropriate.

No objections.

- c. Senate President Term – Feedback from Divisions
Dr. Glenn Haller reported the Kinesiology, Athletics and Nutrition department unanimously preferred a Vice President and mentor for one year, followed by a 2-year term.

Ms. Bonnie Curry reported the Nursing faculty approved of the 2-year term, but acknowledged the benefit of the extra year.

Dr. Beyer explained the 3-year term allows a first year to try to fulfill all duties, the second year to manage the position and third year to affect change. A two-year term is acceptable if a vice president is shadowing; shadowing has limitations due tremendous commitment and no release time. Dr. Beyer prefers the 3-year term, insisting nine (9) hours is not enough release time for the position. A shift in release time cannot occur until 2018.

One recommendation was to gather data to see what other campuses are doing regarding release time:

- 1) Is there a relationship between the size of the college and the amount of release time a senate president gets?
- 2) What is the usual term of other senate presidents?
- 3) What is the rationale?

Discussion of a 2-year term limit stemmed from the need for a succession plan, trying to find leaders (Accreditation Coordinator), and burnout in leadership roles - specifically the senate president seat. Suggestions included a faculty leadership academy to develop leaders (flex opportunity) and training for current leaders.

Consensus was to maintain the term and assemble an ad hoc committee to study and present recommendations. Volunteers to serve on the ad hoc committee: Kathryn Mitchell, Van Rider, Dr. Glenn Haller and Dr. Susan Lowry.

- d. Faculty Recognition – Susan Lowry
Dr. Lowry reported the Faculty Recognition Day fund is empty. Members discussed options to continue the tradition. The event costs approximately \$2500. Senators discussed options to continue the tradition. It was suggested 25 faculty members donate \$100. Mr. Larry Veres and Ms. Nancy Masters will solicit an outside entity to sponsor the event.

Item will be readdressed at the November 17, 2016 meeting.

8. ANNOUNCEMENTS

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9. ADJOURNMENT

The Academic Senate meeting of November 3, 2016 was adjourned at 4:30 p.m. by Dr. Susan Lowry, Academic Senate Vice President.

2015-16 ACADEMIC SENATE MEETINGS & COMMITTEE	
November 17 , 2016 Program Review – Carol Eastin DETC – Perry Jehlicka	December 1, 2016 AP&P – Darcy Wiewall Outcomes – Glenn Haller

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ACADEMIC SENATE
November 3, 2016
Attendance/Voting

Guests/Ex-Officio: Dr. Ed Beyer, Justin Shores, Angela Koritsoglou Y=Yes, N=No, A=Abstain, NP = Not Present, 1=Motion, 2=Second				4a 10/20/16 Minut
Representative	Present	Proxy	Present	Y/N/A
Bowen, Jason	X			Y
Burrell, Carolyn	X			Y
Christopher, Violet	X			Y
Flores-Kagan, Diane	NP		NP	NP
Fuller, Rosa	X			Y
Gat, Irit	NP		NP	NP
Ginosian, Dezdemonia	X			Y
Haller, Glenn	X			Y
Halliday, Jack	X			Y
Harper, Jessica	X			Y
Jaffe, Matthew	X			Y
Karlstein, Lisa	NP		NP	NP
Knapp, Susan	X			Y
Leighton, Jonet	X			Y
Lowry, Susan	X			Y
Mitchell, Kathryn	X			Y
Motawakel, Rick	X			Y
Palmetto-DeSpain, Tamira	X			Y
Rao, Harish	X			Y
Rezek, Terry	X			Y
Rider, Van	X			2
Shafer, Ken	X			AB
Snyder, Susan	NP	Bonnie Curry	X	X
Sundberg, Liz	NP		NP	NP
Veres, Larry	X		X	1

Academic Senate Meeting: November 3, 2016

Bowen, Jason	
Burrell, Carolyn	
Christopher, Violet	
Flores-Kagan, Diane	
Fuller, Rosa	
Gat, Irit	
Ginosian, Dezdemonia	
Haller, Glen	
Halliday, Jack	
Harper, Jessica	
Jaffe, Matthew	
Karlstein, Lisa	
Knapp, Susan	
Leighton, Jonet	
Lowry, Susan	
Mitchell, Kathryn	
Motawakel, Rick	
Palmetto-DeSpain, Tamira	
Rao, Harish	
Rezek, Terry	
Rider, Van	
Shaffer, Ken	
Snyder, Susan	
Sundberg, Liz	
Veres, Larry	

Academic Senate Report

Tina McDermott, Faculty Accreditation Coordinator / Co-Chair

November 3, 2016

1. ACCJC Team Visit

- All went well
- Although we had about 300 items of evidence, they requested a lot more for clarification, but we were able to provide it to them
- Commendations:
 - FYE program - Besides all the info in the study, Michelle Hernandez did an excellent job clarifying at an open meeting
 - Student Equity - bringing in programs to address underperforming students, including our Spectrum Series, which got special mention
 - The Bacc degree in response to the community's needs
 - Planning and our program review, including the data tableau embedded in program reviews
- Possible recommendations:
 - Improving success for online courses - a WIP with the DETC
 - ILO's - not sure what exactly but we have it covered in our QFE - but having not assessed them in several years, it is not surprising
- My comments:
 - We had such amazing participation on campus -- 100 people in room for opening meeting, each one a contributor to the report!
 - Moving forward, need more faculty participation - there was a lot from administration.

2. What to expect next:

- The team's draft evaluation will be sent to ACCJC in November
- The ACCJC meets in January to review all reports on all colleges in region
- In Feb. we will receive the final team evaluation and the ACCJC's recommendation letter

3. The end of my term:

- Someone new needs to step in come FEB. It is the perfect starting point. It will NOT cover another self study. The next visit is in 7 years.
- I will mentor the next person UNLIKE what I received from the previous coordinator.
- Bonnie, Ed K., the Senate Exec Council, and others are also part of the team -- it is NOT a solo gig!

- Once we get the recommendation letter, a work group is formed of the parties directly responsible for the improvements and they are responsible for implementing the changes needed and providing that information for the follow up report, which will be due in 2018.
- If you are interested, or if you know someone who would be great (even if they don't know it themselves, like me), let me know.
- Call will go out this month.

4. WRAP PARTY:

- In planning stage - will be a Thurs from 2-4 p.m. in SSV 151 for all who participated on the committee or helped significantly in some way.
- After that - Survey will be sent to all on the teams to evaluate process and shared at closing team meeting.

FPDC Senate Report 3 Nov 2016

1. Fall Opening Day evaluations:

- a. Evaluations were overall positive, and faculty noted that they would like to have more hands-on workshops with technology

2. Spring Opening Day:

- a. The committee will start its discussion of the Spring Opening Day this month

3. Subgroup Reports:

a. Deaf and Hard of Hearing: (Dr Nisani and Dr Wiewall)

- i. Thank you to Tamira Palmetto Despain and the OSD for their continued support in our effort to develop quality policies and practices in our Faculty Professional Development program
- ii. Dr Nisani and Dr Wiewall are leading the project for educating both faculty presenters and attendees in requirements and responsibilities

b. Evaluation of the FPD Program: (Dr Suderman and Dr Brynin)

- i. Dr Brynin and Dr Suderman have been making headway in developing a more thorough and useful evaluation strategy for our program, using the University of Northern Arizona as a resource in guiding the committee's discussion.
- ii. We are looking forward to our next meeting where we will be delving more deeply into determining what it is that we are seeking to measure and how we could put the findings to use.

c. Mentorship Program: (Prof Hoffer and Dr Cooper)

- i. The subgroup has been comparing Mentorship programs at different colleges.
- ii. What is clear is that Mentorships across the spectrum have support from their colleges and that they support the health of their academic communities.
- iii. While we are still in the discussion phase, the conversation is beginning to focus on two structures: Tenure-process Mentorship model, as well as a Full-time – Part-time Mentorship model.
- iv. In preparation for my presentation today, Dr Gat suggested that we connect with DETC since they are also working on a mentorship/training program.

4. Calendar:

a. November:

- i. Begin working on the Sabbatical Announcement, which will be sent to all faculty at the end of the month
- ii. Discussion of the Spring Opening Day will begin

- iii. Consider attending the 4C/SD Conference (for California Community Colleges Council for Staff and Organizational Development) in March 2017
- b. December:
 - i. Part Time Faculty Self-reported attendance Reports are due December 2
 - ii. Part Time Faculty Proposed Contracts for Spring are due on March 2
- c. February:
 - i. Deadline for Sabbatical Proposals: Sunday before the Spring semester begins—Sunday, February 5, 2017 (decision announced mid-March)
 - ii. Part time faculty: Spring FPD Proposals will be due at the end of February.
- 5. Additions to the Committee:
 - a. Michelle Hernandez, the Director of the First Year Experience, will be joining us.
- 6. I would like to recognize Kathryn Mitchell for taking the meeting notes and for acting as my proxy this semester. Your support and professionalism has been invaluable to the committee (and to me) this semester.

FPDC Goals 2016 – 2017

1. Develop procedures to ensure ADA and Ed Code compliance for access for the Deaf and Hard of Hearing at our Faculty Professional Development events.
2. Develop a plan to meet ACCJC requirements for reporting the success of our FPD Program.
3. Develop a Faculty Mentorship Program.
4. Compile and publish a Senate Committee and College Organization Meetings At-A-Glance.

The Enrollment Management Committee is rethinking the composition of the committee (please see handout for current composition).

Authority: This is an advisory committee and authority for this committee is the California State Education Code and Title 5 Regulations and Board Policy 5300 and Administrative Procedure 5300.

Purpose: 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 committee is considering adding three faculty members to the committee, and we would like a recommendation from Senate before bringing this to College Coordinating Council.