



**ANTELOPE VALLEY COLLEGE  
ACADEMIC SENATE MEETING  
AGENDA**

**November 15, 2012  
3:00 p.m. – 4:30 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. OPEN COMMENTS FROM THE SENATE PRESIDENT**
  - a. 2012 Fall Plenary Session Update**
  - b. Budget Reduction Task Force**
  - c. AVC Motto**
  - d. Senate Exec Summer/Intercession Meeting Process**
  - e. Superintendent/President Search – Committee Selection Process**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. APPROVAL OF MINUTES**
  - a. November 1, 2012**
- 5. REPORTS (5 minutes maximum)**
  - a. Tina McDermott – Accreditation Report**
  - b. Fredy Aviles – Student Learning Outcomes Report**
  - c. John Vento – Honors Committee Report**
  - d. Dr. Glenn Haller – Legislative Report**
- 6. ACTION ITEMS**
  - a. Faculty Recognition Day Coordinator – Dr. Susan Lowry**
- 7. DISCUSSION ITEMS**
- 8. SENATE ADMINISTRATIVE BUSINESS**
  - a. Announcements**
    - Accreditation Institute – February 8, 2013, San Jose Doubletree
    - Vocational Education Leadership Institute – March 20-22, 2013, Oakland Marriott
    - 2013 Spring Plenary Session – April 18-20, 2013, Westin San Francisco Airport
    - Faculty Leadership Institute – June 13-15, 2013, Sheraton Grand, Sacramento
    - Curriculum Institute – July 11-13, 2013, Sheraton Park Hotel, Anaheim Resort
- 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 Mr. Maria Clinton, Academic Senate President, at (661) 722-6306 (weekdays between the hours of 8:00 a.m. and 4:30 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  
MINUTES**

**November 15, 2012  
3:00 p.m. – 4:30 p.m.  
SSV 151**

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

**1. CALL TO ORDER AND ROLL CALL**

The October 15, 2012 Academic Senate Meeting was called to order at 3:00 p.m. by Mr. Jack Halliday, Acting Academic Senate President.

Members Present

Jack Halliday, Acting Senate President  
Dr. Liette Bohler  
Dr. Ron Chapman  
MaryAnne Holcomb  
Susan Knapp  
Kenneth Lee  
Karen Lubick  
Ty Mettler  
Kathy Moore

Dr. Zia Nisani  
Cathy Overdorf  
Dr. Berkeley Price  
Terry Rezek  
Van Rider  
Ken Shafer  
Elizabeth Sundberg  
Larry Veres  
Pavinee Villapando

MEMBERS ABSENT

Maria Clinton, President  
Dr. Lee Grishman  
Dr. Glenn Haller  
Michael Hancock  
Elaine Tsai  
Joe Watts

GUESTS/EX-OFFICIO

Dr. Fredy Aviles  
Dr. Susan Lowry  
Tina McDermott

**2. OPENING COMMENTS FROM THE SENATE PRESIDENT**

**a. 2012 Fall Plenary Session Update**

Item tabled.

**b. Budget Reduction Task Force**

Dr. Liette Bohler explained that the Budget Reduction Task Force was resolved prior to the passing of Proposition 30 because most items concerned personnel decisions, which is not the responsibility of the Budget Reduction Task Force.

**c. AVC Motto**

The Antelope Valley College (AVC) motto 'Imagine the Possibilities' was used by a school in Florida, who sent AVC a cease and desist order. A new motto is under discussion. Mr. Halliday asked members to send their ideas to Senate President Maria Clinton.

**d. Senate Exec Summer/Intersession Meeting Process**

Mr. Jack Halliday explained there are no minutes taken in Senate Exec meetings, unless the meetings are held during summer or intersession, or as a substitute for an official Senate meeting.

**e. Superintendent/President Search – Committee Selection Process**

Mr. Jack Halliday stated the AVC Board of Trustees has approved committee composition for the President search.

**3. OPEN COMMENTS FROM THE PUBLIC**

Ms. Susan Knapp stated she attended retiree Ms. Jane Cwayna's retirement sendoff at last night's volleyball game. Many Antelope Valley College employees were in attendance to celebrate and show appreciation for Ms. Cwayna. Ms. Knapp stated the volleyball athletes gave a great farewell. Antelope Valley Press featured the story, including photo.

**4. APPROVAL OF MINUTES**

**a. November 1, 2012**

Minutes tabled.

**5. REPORTS (5 minutes maximum)**

**a. Tina McDermott – Accreditation Report**

Ms. Tina McDermott addressed the members regarding progress on accreditation reports. Ms. McDermott discussed the completion and submission of the Student Learning Opportunities (SLO) Proficiency Report, the relationship of SLOs to Accreditation, and the importance of cross-campus dialogue. In addition, Ms. McDermott addressed the following topics:

- o Set-up of Midterm Standard Committees
- o Progress of Midterm Report - Mid-January Deadline for Committees
- o Updates on Integrating Planning issues - Program Review Updates Online, Review of Budgeting Processes

Ms. McDermott stated the committees are doing well. She reiterated the importance of 100% of all data being maintained in WEAVE, in order to create reports to review and share. Action plans and minutes must be documented and in WEAVE as well, to be used as evidence in reports. Ms. McDermott explained the importance of results being transparent and easily accessible for documentation and communication. A goal is using SLOs (all Os) in our planning and budgeting processes.

**b. Dr. Fredy Aviles – Student Learning Outcomes Report**

Dr. Fredy Aviles addressed members giving the following report regarding Student Learning Outcomes:

As of November 1st, 2012 the SLO committee has accomplished the following:

- Completed the ACCJC SLO status report with help of Tina McDermott, Aaron Volcker, and VP of academic Affairs Sharon Lowry: 100% of course SLOs have been written, 92% have ongoing assessment and action plans, 80% of PLOs have been written and 47% have ongoing assessment and action plans, about 80% of OOs have been written and are being assessed.
- Held flex events: SLOs/PLOs: Action Plans Programs & Budgets on September 27 and SLOs/PLOs: Closing the Loop on November 1<sup>st</sup>. Both were poorly attended but had lively discussion.
- Reviewed and approved SLOs for new courses: ART 130, ART 132, HIST 120, KIN 181, KIN 182, Math 065, Math 124, Math 148, Engr 125, Engr 215, Engr 225, Bio 201, Bio 205, Hist Geol 102, HD 102
- Approved the following course revisions: PSY 234, PSY 201, RADT 101, RADT 102, RADT 103, RADT 104, RADT 106, RADT 107, RADT 108, RADT 109, RADT 201, RADT 202, RADT 203, RADT 204, RADT 207, RADT 208, RADT 209, RADT 210
- Reviewed and approved PLOs: Dance, KIN, Psychology AA-T
- Had live discussion about Operational Outcomes (OOs) with guidance from the VP of academic affairs. It became apparent that the SLO committee is also responsible for OOs. The committee is currently discussing the procedure for their approval and review.
- We are having ongoing discussion about: the SLO/PLO revision process, Operational Outcomes, assessment of General Education Outcomes (GEOs), assessment of the SLO committee procedures
- Note about transfer degree PLOs: one has been approved, 5 are in progress. The last SLO committee meeting of the fall 2012 semester will be held on November 26, 2012. It is urged that all remaining PLOs be submitted no later than the Wednesday morning of November 21<sup>st</sup> to be included in the agenda.

**c. John Vento – Honors Committee Report**

None.

**d. Dr. Glenn Haller – Legislative Report**

None.

**6. ACTION ITEMS**

**a. Faculty Recognition Day Coordinator – Dr. Susan Lowry**

*Motion made and seconded to approve the appointment of Dr. Susan and Lowry as Coordinator for Faculty Recognition Day.*

*Motion carried.*

**7. DISCUSSION ITEMS**

None.

**8. SENATE ADMINISTRATIVE BUSINESS**

**a. Announcements**

- Accreditation Institute – February 8, 2013, San Jose Doubletree
- Vocational Education Leadership Institute – March 20-22, 2013, Oakland Marriott
- 2013 Spring Plenary Session – April 18-20, 2013, Westin San Francisco Airport
- Faculty Leadership Institute – June 13-15, 2013, Sheraton Grand, Sacramento
- Curriculum Institute – July 11-13, 2013, Sheraton Park Hotel, Anaheim Resort

**8. OTHER**

*The following motion was read by Dr. Ron Chapman:*

Senate Exec committee members - Add as an agenda item for next meeting: Senate Exec Committee members shall create minutes of any decisions or consultations with the Senate President impacting Academic Senate Agendas, responses to all faculty and administrative petitions or requests for Senate Action whether formal meetings were held or not.

*Motion was seconded and carried.*

Mr. Jack Halliday stated the item would be added as a Discussion Item for the next meeting.

**9. ADJOURNMENT**

The November 15, 2012 Academic Senate meeting was adjourned at 3:20 p.m. by Mr. Jack Halliday, Acting Senate President.

**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 Mr. Maria Clinton, Academic Senate President, at (661) 722-6306 (weekdays between the hours of 8:00 a.m. and 4:30 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.*

*Approved: December 6, 2012 Senate Meeting*