

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: May 9, 2013  
LOCATION: BE 321 – Computer Room  
TIME: 3:06 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Tom Hutchison	Donna Meyer	Richard Coffman, Sci Rep Lee Grishman Denise Walker, HS Rep
De'Nean Coleman-Carew	Lisa Karlstein	LaDonna Trimble	
Karen Cowell	Maria Kelly, proxy	Genie Trow, proxy	
Chris Dundee	Scott Lee	Les Uhazy	
Tooraj Gordi	Cynthia Littlefield	Darcy Wiewall	
Linda Harmon	Sharon Lowry		
GUESTS PRESENT			
Berkley Price	Ande Sanders		

**2012-2013**  
**Academic Policies & Procedures Committee Meeting No. 11**  
**MINUTES**

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

A motion was made and seconded to call the May 9, 2013 AP&P Committee Meeting to order at 3:06 p.m. Mrs. Linda Harmon, AP&P Faculty Co-Chair, called the meeting to order at 3:06 p.m. Motion carried.

*Mrs. Linda Harmon requested an approval to amend the agenda to include item 4g SLO Link in CurricUNET. A motion was made and seconded to add item 9a Action Item Course Approval for Kinesiology intercollegiate athletic courses. Motion carried.*

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

**3. APPROVAL OF MINUTES**

**a. April 25, 2013 Minutes**

A motion was made and seconded to table the approval of minutes due to lack of time. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. 2013-14 AP&P Deadline – Courses and Programs need to be approved by 11/14/2013 for Fall 2014 inclusion**

- **CORs that need to be revised this academic year – List at the end of the agenda**
- **TMC Degrees that need to be developed and brought to AP&P – List at the end of the agenda**
- **C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda**

Mrs. Linda Harmon stated that in order to meet this deadline faculty need to review, revised and submit their course now before the spring 2013 term comes to an end. She requested the AP&P Representative to work with their faculty to be sure all courses are submitted on time. She also stated that a new list of courses that are due this coming academic year has been created and many areas will notice the number of courses due has gone down. The lists that were circulated previously can be disregarded.

- b. Existing Programs in CurricUNET – Contact Melissa prior to creating a program copy
- c. Establish Proxy for voting purposes by submitting a memo to AP&P

**d. AP&P Committee Members Terms Expiring – Social and Behavioral Sciences; Math and Engineering; Student Services/Counseling; Academic Affairs Dean; Student Services Dean**

Dr. Darcy Wiewall indicated that she would like to serve another three year term on behalf of Social and Behavioral Sciences. Dr. DeNean Coleman-Carew stated that Luis Echeverria has stepped forward to represent the Counseling and Student Services areas. Chris Dundee announced a new student has been elected to serve on our committee, Giovanni Sanchez. Also both Dean Uhazy and Dean Trimble volunteered to serve another three year term. It was also announced that Dr. Anne Hemsley will be finishing up Dr. Richard Coffman's last year as the Science representative.

- e. CSUGE/IGETC Course Designation
  - IGETC – (Requested Spring 2012 & prior)
    1. ECON 100 – Area 4
    2. POLS 200 – Area 4
  - IGETC – (Current)
    1. CHIN 201 – Area 3B
    2. CHIN 202 – Area 3B
    3. GEOL 102L – Area 5A
    4. MATH 124 – Area 2A
    5. MATH 148 – Area 2A
    6. THA 130 – Area 3A
  - CSU/GE - (Requested Spring 2012 & prior)
    1. ECON 100 – Area D2
    2. POLS 200 – Area D8
  - CSU/GE - (Current)
    1. ANTH 101L – Area B3
    2. BIOL 205 – Area B2, B3
    3. CFE 211 – Area D7
    4. CHIN 201 – Area C2
    5. CHIN 202 – Area C2
    6. ENGR 125 – Area B4
    7. MATH 148 – Area B4
    8. MUS 130 – Area C1
    9. NF 103 – Area E
- f. Content Review and Course Validation Process for Prerequisites (11-12 Agenda Item)

**g. SLO Link in CurricUNET**

Mrs. Linda Harmon also indicated that a lengthy discussion between the SLO committee and AP&P has occurred regarding the SLO link in CurricUNET, which currently goes to Weave directly. The need to have true link between SLO and COR is now needed so during the summer the new link will be added to CurricUNET. This has become a bigger issue due to ADA compliance of our SLO Web site since the SLOs linked cannot be read by screen readers. Mrs. Harmon stated the only problem is how to get the currently approved SLOs uploaded into CurricUNET. Dean Cowell suggested that classified staff from each area enter the previously approved SLOs. Mrs. Sharon Lowry stated this is the role and responsibility of faculty and therefore they should enter their own SLOs. Dean Cowell indicated that faculty leave during the summer and won't be available to do the data entry. Berkley Price felt it is not equitable to require faculty to enter SLOs in CurricUNET especially for those areas that have over 20 courses. Mrs. Harmon indicated that the new requirement is that SLOs are reviewed, revised and approved again by the SLO committee prior to AP&P review and approval of new or revised Course Outlines of Record. Since this is the case, SLOs need to be entered into CurricUNET so the information can be tracked and the AP&P agenda can be created correctly. In order to assure this is completed and in place for Fall 2013 implementation, faculty need to do their part and enter their SLOs as they are revising their courses.

**5. ACTION ITEM**

**a. Early Childhood Education, AS-T**

A motion was made and seconded to approve the new program development AS-T in Early Childhood Education. Mrs. Linda Harmon indicated the program is listed in CurricUNET for all to review and Ms. Ande Sanders in here to answer questions. After a brief moment it was noted that the advisory minutes need to be attached in CurricUNET and a paragraph that references LA College needs to be revised. Motion carried pending revision.

**b. LAS Degree Responsibility – Request to allow course to determine responsible dean**

A motion was made and seconded to approve the LAS degree responsibility being moved to the division areas. Dean Trimble stated she would have Dr. Grishman type up a process of how this will now be handled. Motion carried.

**c. Repeatability – MUS and MUSC**

A motion was made and seconded to approve the course families noted on the attached memo. Mrs. Sharon Lowry asked if we have any other voice classes. Mr. Berkley Price stated we only offer these two. Mrs. Lowry stated that she feels we are very much on the right track with repeatability. The Chancellor's Office sent an email to all Presidents cautioning creativity with repeatability. She indicated to President Marquez that we are on track. Motion carried.

**6. ADDITIONAL INFORMATION – SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P**

Area of Study	Template Attached	Articulation Agreements	PLO	CurricUNET Status
1. Anthropology				
2. Computer Science				
3. Early Childhood Education	X	NA	NEEDED	Submitted – Agenda Ready
4. Elementary Teacher Education				

5. History	X	X	NEEDED	Submitted – Awaiting Fac
6. Journalism				
7. Philosophy				Still pending template from State
8. Physics	X	NA	NEEDED	Submitted – Agenda ready
9. Spanish				Still pending template from State

**Completed AVC AA-T/AS-T Degrees**

- |                               |                       |
|-------------------------------|-----------------------|
| 10. Music                     | 18. Kinesiology       |
| 11. Administration of Justice | 19. Mathematics       |
| 12. Art History               | 20. Political Science |
| 13. Business Administration   | 21. Psychology        |
| 14. Communication Studies     | 22. Sociology         |
| 15. English                   | 23. Studio Arts       |
| 16. Geography                 | 24. Theatre Arts      |
| 17. Geology                   |                       |

**7. ADDITIONAL INFORMATION - C-ID REPORT FOR TMC's**

C-ID DESCRIPTOR	COURSE	STATUS	EXPIRES	RESOLUTION
AJ 110	AJ 101	CONDITIONAL	15-DEC-13	
AJ 120	AJ 102	CONDITIONAL	4-JAN-14	
AJ 160	AJ 201	NOT APPROVED		
AJ 220	AJ 204	CONDITIONAL	2-JAN-14	
CHEM 100	CHEM 101	NOT APPROVED		
ENGL 110	ENGL 102	NOT APPROVED		
HIST 130	HIST 107	NOT APPROVED		
HIST 140	HIST 108	CONDITIONAL	14-FEB-14	
JOUR 210	JOUR 123	NOT APPROVED		
KIN 100	KIN 190	NOT APPROVED		
KIN 101	KIN 191	CONDITIONAL	17-DEC-13	
PHIL 210	PHIL 110	NOT APPROVED		
PHYS 100S	PHYS 101 PHYS 102	CONDITIONAL	13-FEB-14	
PHYS 105	PHYS 101	CONDITIONAL	13-FEB-14	
PHYS 110	PHYS 102	CONDITIONAL	13-FEB-14	
PHYS 200S	PHYS 110 PHYS 120 PHYS 211	CONDITIONAL	15-FEB-14	
PHYS 205	PHYS 110	CONDITIONAL	13-FEB-14	
PHYS 210	PHYS 120	CONDITIONAL	15-FEB-14	
PHYS 215	PHYS 211	CONDITIONAL	15-FEB-14	
PSY 120	PSY 234	NOT APPROVED		
SOCI 120	SOC 200	CONDITIONAL	25-JAN-14	

**8. ADDITIONAL INFORMATION – 2012-2013 Courses by Division that need to be revised and submitted to AP&P**

Course	Degree/Cert/GE Area	Scheduling Restrictions if not approved by 11/29/2012	Status
<b>Science</b>			
GEOG 102L, Phys Geog Lab: Earth's Weather & Climate		Cannot schedule 13-14	
GEOG 102, Phys Geog: Earth's Weather & Climate		Cannot schedule 13-14	
GEOG 298A, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty
GEOG 298B, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty
GEOG 298C, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty
<b>Visual and Performing Arts</b>			
MUS 191, Treble Choir-Children's Music		Cannot schedule 13-14	Submitted

THA 133, Makeup for the Stage		Cannot schedule 13-14	
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9. **ADDITIONAL INFORMATION – 2013-2014 Courses by Division that need to be revised and submitted to AP&P**

<b>Course</b>	<b>Degree/Cert/GE Area</b>	<b>Scheduling Restrictions if not approved by 11/14/2013</b>	<b>Status</b>
<b>Business</b>			
ACCT 111		Cannot schedule 14-15	
ACCT 113		Cannot schedule 14-15	
ACCT 205		Cannot schedule 14-15	
BUS 101		Cannot schedule 14-15	
BUS 105		Cannot schedule 14-15	
BUS 111		Cannot schedule 14-15	
BUS 113		Cannot schedule 14-15	
BUS 212		Cannot schedule 14-15	
CA 131		Cannot schedule 14-15	
CA 141		Cannot schedule 14-15	
CA 171		Cannot schedule 14-15	
CA 176		Cannot schedule 14-15	
CA 182		Cannot schedule 14-15	
CIS 101		Cannot schedule 14-15	
CIS 111		Cannot schedule 14-15	
CIS 113		Cannot schedule 14-15	
CIS 121		Cannot schedule 14-15	
CIS 123		Cannot schedule 14-15	
CIS 141		Cannot schedule 14-15	
CIS 145		Cannot schedule 14-15	
CIS 159		Cannot schedule 14-15	
CIS 174		Cannot schedule 14-15	
MGT 121		Cannot schedule 14-15	
MKTG 101		Cannot schedule 14-15	
OT 101		Cannot schedule 14-15	
OT 102		Cannot schedule 14-15	
OT 105		Cannot schedule 14-15	
OT 113		Cannot schedule 14-15	
OT 201		Cannot schedule 14-15	
<b>Health Sciences</b>			
CFE 101		Cannot schedule 14-15	
CFE 103		Cannot schedule 14-15	
CFE 104		Cannot schedule 14-15	
CFE 105		Cannot schedule 14-15	
CFE 107		Cannot schedule 14-15	
CFE 109		Cannot schedule 14-15	
CFE 110		Cannot schedule 14-15	
CFE 115		Cannot schedule 14-15	
CFE 122		Cannot schedule 14-15	
CFE 157		Cannot schedule 14-15	
CFE 201		Cannot schedule 14-15	
CFE 202		Cannot schedule 14-15	
CFE 213		Cannot schedule 14-15	
NF 100		Cannot schedule 14-15	
NF 102		Cannot schedule 14-15	

NF 104		Cannot schedule 14-15	
NF 150		Cannot schedule 14-15	
NS 110		Cannot schedule 14-15	
NS 120		Cannot schedule 14-15	
NS 240		Cannot schedule 14-15	
VN 109		Cannot schedule 14-15	
VN 112		Cannot schedule 14-15	
<b>Student Services/Counseling</b>			
HD 100		Cannot schedule 14-15	
HD 101		Cannot schedule 14-15	
HD 103		Cannot schedule 14-15	
HD 105		Cannot schedule 14-15	
<b>IR/ES</b>			
LAC 098		Cannot schedule 14-15	
LAC 099		Cannot schedule 14-15	
LIB 107		Cannot schedule 14-15	
LIB 110		Cannot schedule 14-15	
LAC 900		Cannot schedule 14-15	
LAC 901		Cannot schedule 14-15	
<b>Kinesiology</b>			
DA 101		Cannot schedule 14-15	
DA 102		Cannot schedule 14-15	
DA 103		Cannot schedule 14-15	
DA 104		Cannot schedule 14-15	
DA 105		Cannot schedule 14-15	
DA 106		Cannot schedule 14-15	
DA 107A		Cannot schedule 14-15	
DA 107B		Cannot schedule 14-15	
DA 107C		Cannot schedule 14-15	
DA 108		Cannot schedule 14-15	
DA 109		Cannot schedule 14-15	
DA 111		Cannot schedule 14-15	
DA 113		Cannot schedule 14-15	
DA 115		Cannot schedule 14-15	
DA 116		Cannot schedule 14-15	
DA 122		Cannot schedule 14-15	
DA 123		Cannot schedule 14-15	
DA 124		Cannot schedule 14-15	
DA 125		Cannot schedule 14-15	
DA 202		Cannot schedule 14-15	
DA 203		Cannot schedule 14-15	
DA 204		Cannot schedule 14-15	
DA 205		Cannot schedule 14-15	
HE 201		Cannot schedule 14-15	
KIN 104		Cannot schedule 14-15	
KIN 112A		Cannot schedule 14-15	
KIN 112B		Cannot schedule 14-15	
KIN 113		Cannot schedule 14-15	
KIN 196		Cannot schedule 14-15	
<b>Language Arts</b>			
COMM 109		Cannot schedule 14-15	
COMM 215		Cannot schedule 14-15	

DFST 101		Cannot schedule 14-15	
DFST 102L		Cannot schedule 14-15	
DFST 102		Cannot schedule 14-15	
DFST 105		Cannot schedule 14-15	
DFST 106		Cannot schedule 14-15	
DFST 108		Cannot schedule 14-15	
DFST 201L		Cannot schedule 14-15	
DFST 201		Cannot schedule 14-15	
DFST 202		Cannot schedule 14-15	
ENGL 101		Cannot schedule 14-15	
ENGL 102		Cannot schedule 14-15	
ENGL 103		Cannot schedule 14-15	
ENGL 221		Cannot schedule 14-15	
ENGL 222		Cannot schedule 14-15	
ENGL 225		Cannot schedule 14-15	
ENGL 226		Cannot schedule 14-15	
ENGL 257		Cannot schedule 14-15	
ENGL 299		Cannot schedule 14-15	
ESL 018		Cannot schedule 14-15	
ESL 019		Cannot schedule 14-15	
ESL 020		Cannot schedule 14-15	
ESL 023		Cannot schedule 14-15	
ESL 028		Cannot schedule 14-15	
ESL 029		Cannot schedule 14-15	
ESL 030		Cannot schedule 14-15	
ESL 033		Cannot schedule 14-15	
ESL 038		Cannot schedule 14-15	
ESL 039		Cannot schedule 14-15	
ESL 040		Cannot schedule 14-15	
ESL 043		Cannot schedule 14-15	
ESL 048		Cannot schedule 14-15	
ESL 049		Cannot schedule 14-15	
ESL 058		Cannot schedule 14-15	
ESL 059		Cannot schedule 14-15	
INT 201		Cannot schedule 14-15	
INT 202		Cannot schedule 14-15	
INT 203		Cannot schedule 14-15	
INT 204		Cannot schedule 14-15	
INT 205		Cannot schedule 14-15	
INT 206		Cannot schedule 14-15	
READ 150		Cannot schedule 14-15	
SPAN 201		Cannot schedule 14-15	
SPAN 203		Cannot schedule 14-15	
<b>Math/Science</b>			
ASTR 101		Cannot schedule 14-15	
BIOL 165		Cannot schedule 14-15	
BIOL 201		Cannot schedule 14-15	
CHEM 205		Cannot schedule 14-15	
DRFT 130		Cannot schedule 14-15	
DRFT 240		Cannot schedule 14-15	
ENGR 130L		Cannot schedule 14-15	
ENGR 130		Cannot schedule 14-15	

ENGR 210PS		Cannot schedule 14-15	
ENGR 210		Cannot schedule 14-15	
GEOG 102L		Cannot schedule 14-15	
GEOG 102		Cannot schedule 14-15	
GEOG 106		Cannot schedule 14-15	
GEOG 220		Cannot schedule 14-15	
GEOG 222		Cannot schedule 14-15	
GEOG 298A		Cannot schedule 14-15	
GEOG 298B		Cannot schedule 14-15	
GEOG 298C		Cannot schedule 14-15	
GEOG 299		Cannot schedule 14-15	
GEOL 101		Cannot schedule 14-15	
MATH 070B		Cannot schedule 14-15	
MATH 080		Cannot schedule 14-15	
MATH 102A		Cannot schedule 14-15	
MATH 102B		Cannot schedule 14-15	
MATH 102		Cannot schedule 14-15	
MATH 135		Cannot schedule 14-15	
PSCI 101		Cannot schedule 14-15	
WDTO 101		Cannot schedule 14-15	
WDTO 115		Cannot schedule 14-15	
WDTO 120		Cannot schedule 14-15	
<b>Social Science</b>			
ECON 110		Cannot schedule 14-15	
ED 175		Cannot schedule 14-15	
PSY 101		Cannot schedule 14-15	
PSY 201		Cannot schedule 14-15	
PSY 212		Cannot schedule 14-15	
PSY 215		Cannot schedule 14-15	
PSY 218		Cannot schedule 14-15	
PSY 233		Cannot schedule 14-15	
PSY 234		Cannot schedule 14-15	
WE 197		Cannot schedule 14-15	
WE 199		Cannot schedule 14-15	
<b>Technical Education</b>			
AERO 180		Cannot schedule 14-15	
AFAB 130		Cannot schedule 14-15	
AJ 109		Cannot schedule 14-15	
AJ 110		Cannot schedule 14-15	
AJ 208		Cannot schedule 14-15	
AUTO 210		Cannot schedule 14-15	
AUTO 276		Cannot schedule 14-15	
ELEC 110		Cannot schedule 14-15	
ELEC 115		Cannot schedule 14-15	
ELEC 120		Cannot schedule 14-15	
ELEC 130		Cannot schedule 14-15	
ELEC 140		Cannot schedule 14-15	
ELEC 150		Cannot schedule 14-15	
ELEC 160		Cannot schedule 14-15	
ELEC 220		Cannot schedule 14-15	
ELEC 250		Cannot schedule 14-15	
ELTE 180		Cannot schedule 14-15	

ELTE 235		Cannot schedule 14-15	
FTEC 102		Cannot schedule 14-15	
FTEC 111		Cannot schedule 14-15	
FTEC 112		Cannot schedule 14-15	
FTEC 113		Cannot schedule 14-15	
FTEC 114		Cannot schedule 14-15	
FTEC 115		Cannot schedule 14-15	
FTEC 117		Cannot schedule 14-15	
FTEC 120		Cannot schedule 14-15	
FTEC 122		Cannot schedule 14-15	
FTEC 123		Cannot schedule 14-15	
FTEC 125		Cannot schedule 14-15	
FTEC 126		Cannot schedule 14-15	
FTEC 127		Cannot schedule 14-15	
FTEC 128		Cannot schedule 14-15	
FTEC 129		Cannot schedule 14-15	
FTEC 130		Cannot schedule 14-15	
FTEC 131		Cannot schedule 14-15	
FTEC 132		Cannot schedule 14-15	
FTEC 137		Cannot schedule 14-15	
FTEC 138		Cannot schedule 14-15	
FTEC 142		Cannot schedule 14-15	
FTEC 150		Cannot schedule 14-15	
FTEC 240		Cannot schedule 14-15	
FTEC 250		Cannot schedule 14-15	
<b>Visual and Performing Arts</b>			
DM 101L		Cannot schedule 14-15	
DM 101		Cannot schedule 14-15	
DM 103L		Cannot schedule 14-15	
DM 105L		Cannot schedule 14-15	
DM 106L		Cannot schedule 14-15	
DM 106		Cannot schedule 14-15	
DM 110L		Cannot schedule 14-15	
DM 112L		Cannot schedule 14-15	
DM 113L		Cannot schedule 14-15	
DM 113		Cannot schedule 14-15	
DM 115L		Cannot schedule 14-15	
DM 127L		Cannot schedule 14-15	
DM 127		Cannot schedule 14-15	
DM 128L		Cannot schedule 14-15	
DM 128		Cannot schedule 14-15	
DM 143L		Cannot schedule 14-15	
DM 143		Cannot schedule 14-15	
DM 145L		Cannot schedule 14-15	
DM 145		Cannot schedule 14-15	
DM 203L		Cannot schedule 14-15	
DM 205L		Cannot schedule 14-15	
DM 206L		Cannot schedule 14-15	
DM 206		Cannot schedule 14-15	
DM 213L		Cannot schedule 14-15	
DM 215L		Cannot schedule 14-15	
DM 215		Cannot schedule 14-15	



DM 246L		Cannot schedule 14-15	
DM 298L		Cannot schedule 14-15	
DM 298		Cannot schedule 14-15	
MUS 191		Cannot schedule 14-15	
PHOT 213L		Cannot schedule 14-15	
PHOT 213		Cannot schedule 14-15	
PHTC 101L		Cannot schedule 14-15	
PHTC 101		Cannot schedule 14-15	
PHTC 125L		Cannot schedule 14-15	
PHTC 125		Cannot schedule 14-15	
PHTC 150L		Cannot schedule 14-15	
PHTC 150		Cannot schedule 14-15	
PHTC 201L		Cannot schedule 14-15	
PHTC 203L		Cannot schedule 14-15	
PHTC 203		Cannot schedule 14-15	
PHTC 205L		Cannot schedule 14-15	
PHTC 205		Cannot schedule 14-15	
PHTC 211L		Cannot schedule 14-15	
PHTC 211		Cannot schedule 14-15	
PHTC 215L		Cannot schedule 14-15	
PHTC 215		Cannot schedule 14-15	
PHTC 275L		Cannot schedule 14-15	
PHTC 275		Cannot schedule 14-15	
PHTC 298L		Cannot schedule 14-15	
PHTC 298		Cannot schedule 14-15	
THA 102		Cannot schedule 14-15	
THA 103		Cannot schedule 14-15	
THA 133		Cannot schedule 14-15	

#### 10. ADJOURNMENT

A motion was made and seconded to adjourn the 5/9/13 AP&P Committee meeting at 3:54 p.m. Mrs. Linda Harmon thanked everyone for all their hard work this academic year. She also encouraged them once more to have faculty review, revised and submit those courses listed on the this agenda before the fall term starts. Motion carried.

#### 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. Maria Clinton, 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.*