



ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING
October 7, 2010
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**
- 3. OPEN COMMENTS FROM THE PUBLIC**
- 4. REPORT (5 – 10 minutes max.)**
 - a. Honors Program – Karen Lubick
- 5. APPROVAL OF MINUTES**
 - a. September 16, 2010 (attachment)
- 7. ACTION ITEMS**
 - a. Faculty Accreditation Coordinator – Santi Tafarella (complete existing 3-year term – Spring 2011 only and begin a new 3-year term beginning Fall 2011 to Spring 2014).
- 8. DISCUSSION ITEMS**
 - a. Tenure Evaluation
- 9. SENATE ADMINISTRATIVE BUSINESS**
 - a. Appointments
 - Academic Senate Adjunct Faculty Representative 2010 – 2011
 - Larry Veres – 1 year term
 - Faculty Professional Development Committee
 - Erin Stein – Adjunct Faculty Representative (one year term)
 - Jack Halliday (complete the final year of a three year term)
 - Program Review Committee Members
 - Stacey Adams
 - Vickie Beatty
 - Ty Mettler
 - Dr. Patricia Palavecino
 - Program Review Team Members
 - Dr. Nancy Bednar
 - Dr. Magdalena Capriou
 - Linda Harmon
 - Dr. Anne Hemsley
 - MaryAnne Holcomb
 - Dr. Ismail Ismail
 - Dr. Cynthia Lehman
 - Jonet Leighton
 - Darcel Jarrett-Bowles
 - Maria Kelly
 - Sarah Kelly
 - Ken Lee
 - Mary Margaret McGuire
 - Christine Mugnolo
 - Dr. Bassam Salameh
 - Rodney Schilling

- Strategic Planning and Budget Council
 - Leslie Baker – Transfer Faculty Representative (one year term)
- b. Announcements
 - 2010 Fall Plenary Session – November 11-13, 2010 - Anaheim, CA
 - 2011 Vocational Education Leadership Institute – January 27-29, 2011 - Newport Beach, CA
 - 2011 Teaching Institute – February 25-26, 2011 - San Jose, CA
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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. Christos Valiotis, 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**

**October 7, 2010
3:00 p.m. – SSV 151**

1. CALL TO ORDER AND ROLL CALL

Mr. Christos Valiotis, Academic Senate President, called the meeting to order at 3:04 p.m.

2. OPENING COMMENTS FROM THE SENATE PRESIDENT

- Mr. Christos Valiotis announced the Transfer Degree (SB 1440) has been signed into law. Currently, the Academic Senate for California Community Colleges is recommending all colleges should hold off on making any curriculum changes until all the elements can be addressed and they provide a response.
- The Equivalency List by Division was distributed to Senators for review and update. Mr. Valiotis indicated they are the responsible parties to ensure all discipline equivalencies are reviewed and updated where needed. Equivalencies are one of the most critical elements on campus for faculty involvement. Senators were encouraged to work with discipline faculty to create appropriate equivalency language to ensure documents are on file for future hiring processes.
- The Exemplary Program Award call has been announced by Statewide Academic Senate. The information will be distributed via email for faculty to consider applying for this prestigious award to showcase AVC campus programs.
- Mutual Agreement Council (MAC) Meeting Update – at the recent MAC meeting a change in how the summer stipend LHEs distribution amongst faculty leaders was discussed. The current process only awards specific faculty leaders summer stipends payments and if they do not work the stipend allotment is lost. There were a few faculty leaders that did not work over the summer months and other faculty leaders that did but aren't part of the leaders identified for payment for summer work. Mr. Valiotis is recommending a specific LHE amount be awarded to the Senate for summer work and faculty leaders will submit their work load and LHE request for the summer during the spring semester for approval. MAC members were supportive of the change but the issue still needs to go through negotiations with the Faculty Union.
- A memo written by Mr. Erik Skinner, Executive Vice Chancellor for Programs detailing an overview of the approved State Budget package was distributed to Senators for review. Mr. Valiotis indicated there are two important pieces identified in the memo that will significantly impact California Community College budgets: 1) 1.4 billion dollar increased revenues due to improved economic data; and 2) 5.3 billion dollars in federal funds. More than likely these two items will not occur. Currently, if growth month is awarded then the college will be awarded 300 FTES – a potential increase of 100 course sections. In addition, the probability of budget deferrals and midyear cuts is very likely. Senators were reminded that even though the budget situation is better than expected it is still very unstable.
- The next Academic Senate meeting is set to occur on Thursday, October 21, 2010, which is the same day as the Accreditation Visit Summary Report. The summary report will begin at 2:00 p.m. in the Boardroom so in efforts to avoid a conflict in schedule Mr. Valiotis indicated that all Senators should attend the exit report which will take the place of the schedule Senate meeting.
- An Area C meeting has been scheduled for Saturday, October 30, 2010 at Pierce College. Attendees of these meetings discuss big issues and write resolutions to present at Statewide Senate Plenary sessions. Some of the big issues being discussed at the scheduled Area C meeting will be the Transfer Degree, the common Statewide Assessment, and an equivalency to an Associate's Degree. Mr. Valiotis stated he would like to encourage all faculty interested in witnessing first hand how academic and professional matters are discussed to join him in attending the upcoming

Area C meeting. Faculty will witness firsthand how resolutions are created for Statewide Senate action.

3. OPEN COMMENTS FROM THE PUBLIC

- Dr. Glenn Haller reported all proposed legislative bills were either signed or vetoed by the Governor. He indicated he would forward a summary of which bills were approved to the Academic Senate Office for electronic distribution.
- Ms. Kathy Moore expressed her discontent with current problems regarding textbook orders and requisitions. Several faculty in the Business, Computer Studies, and Economic Development Division have been experiencing several problems with bookstore textbook requisitions. Faculty requests for course textbooks are being altered due to Information Technology capabilities. New textbook editions are being order in lieu of requested textbooks without faculty notification, and if an older textbook version is requested divisions are being held responsible to pay for any books not purchased and returns. She indicated this is an academic and professional matter and courses are being impacted. This issue is not being clearly communicated with faculty and there has not been any distribution of information on the new textbook rental policies and/or procedures. Mr. Valiotis indicated he would place this issue as a discussion item on a future Senate Agenda and would extend an invitation to Ms. Dawn McIntosh, Director of Auxiliary Services, and/or David Moyer, Bookstore Operations Supervisor.
- Dr. Susan Lowry reported that due to Information Technology issues the Union and the district have mutually agreed to return to the paper process of acquiring peer review reports for the fall 2010 semester only. The established contract language requires immediate action which is the reasoning behind the decision to go back to the paper process. In addition, Dr. Lowry reported due to the timing of the change in process the report submission date will probably be extended.
- Mr. Enrique Camacho, Associated Student Representative, reported students are expressing their increasing concern regarding the lack of availability of Sheriff's Officers on campus. Several incidents have been reported which have garnered no response. Students would like to bring this issue forward to garner faculty support from the Senate and to collectively address campus security issues.

4. REPORT (5 – 10 minutes max.)

a. Honors Program – Karen Lubick

Ms. Karen Lubick, Honors Program Coordinator, reported the Honors Program has been busy over the summer months. A thorough review of Honor student records was performed to ensure students meet program requirements. A total of 199 students were notified that they were removed from the program for various reasons.

The spring 2010 Dean's and President's List letters were created and distributed to students. Lists were electronically sent to campus constituencies.

Seventy-one students were admitted to the Honors Program during the summer. An additional twenty-three students have been admitted during the fall semester to date. Currently there are a total of 264 Honors students in the program.

All fall 2010 Honors courses have been filled to maximum enrollment except one. The course was not canceled because it included the minimum enrollment of fifteen students for Honors Program courses.

The issue with the Honors Library Room has been resolved. Alpha Iota used the room as a storage room and some members were treating the staff disrespectfully due to the misunderstanding about the use of the room. The issue has been resolved with all parties and the room has been cleared of all supplies and is to only be used as a study room for Honors students.

Twenty-nine students registered erroneously in honors sections due to errors in honors course coding. Ms. Lubick has worked with Ms. Laura Snow and Admissions and Records to ensure that this issue does not occur in future enrollment periods. Ultimately, non Honors students were removed from the courses and Honors students were able to fill course sections.

A Faculty Professional Development event was presented on the Honors Program on Wednesday, September 22, 2010. The presentation included a small group and individual workshop for faculty interested in offering Honors or Honors Option courses. There may be another opportunity for faculty to participate in an additional Honors Program Professional Development event at the upcoming Spring Welcome Back Day. Overall, the event was well received.

The Honors Committee formally approved an Honors Option Proposal process. The committee will only review and approve project descriptions proposed for Honors Option course credit in efforts to standardize the overall process of students receiving honors credit.

The committee will meet on September 27, 2010 to review and approve honors options proposals. At the October 25, 2010 meeting the committee will review the spring 2011 course proposals.

The committee has been made aware of an issue that is currently seen with Honors students due to community college course reductions and students seeking courses at alternate colleges. Some Honors students are enrolling in Honors courses at alternate community colleges and are requesting credit for completing these courses to maintain Honors program status as well as use these courses when transferring to a four-year university as certified honors students. This issue requires a thorough and complete review of University Honors course acceptance policy. Ms. Lubick will be contacting Transfer Alliance Program Universities to discuss and resolve the issue. The Honors Program may have to develop and publish a policy on this matter in future publications.

The Honors Convocation is tentatively scheduled for Friday, May 20, 2011.

Ms. Lubick indicated there are two websites for the Honors Program, one that is specific to committee information and the other that is specific to the Program. She didn't know if this would pose a problem and inquired whether these pages should be linked.

5. APPROVAL OF MINUTES

a. September 16, 2010 (attachment)

A motion was made and seconded to approve the minutes for the September 16, 2010 Academic Senate meeting. Motion carried as corrected.

6. ACTION ITEMS

a. Faculty Accreditation Coordinator – Santi Tafarella (complete existing 3-year term – Spring 2011 only and begin a new 3-year term beginning Fall 2011 to Spring 2014.)

A motion was made and seconded to approve Mr. Santi Tafarella as the Faculty Accreditation Coordinator for the spring 2011 semester and for the new 3-year term beginning fall 2011 to spring 2014. Mr. Valiotis stated that accreditation will be an ongoing process in the future, and faculty will need to be involved in it on a regular basis using the standards as an opportunity to improve. Faculty need to tie program review data and evaluation processes into the budget and planning process to demonstrate we are proficiently engaging in making decisions based on data. Faculty need to embrace accreditation both as an opportunity to show what they do and also as a self-accountability method. The alternative would be for the federal government to impose on us a federal accreditation system that would be more restrictive. It is much better to deal with the regional Accreditation Commission than the Federal Government, so faculty must be diligent in providing evidence of what they do in their classroom, and how they assess student learning. Motion carried.

7. DISCUSSION ITEMS

a. Tenure Evaluation

At the previous Senate meeting Ms. Jennifer Gross presented the issues relating to the evaluation process for adjunct and full-time tenured faculty. Administration, the Faculty Union, and the Senate are all in agreement for the need to expand the current job duties for the Tenure Evaluation Coordinator although the three constituencies have not had the opportunity to meet to collaborate and finalize any proposed language changes to the current job description. Mr. Valiotis indicated he is hopeful that the three main constituencies can meet in the upcoming weeks to finalize a draft to present to the Senate for feedback. The only significant language change will be to allow the Tenure Evaluation Coordinator to be the conduit for evaluation information for all campus faculty, and to create/enforce a timeline for evaluation of tenured and adjunct faculty. Mr. Valiotis indicated a draft of a change in job description language will be presented at a future Senate meeting.

8. SENATE ADMINISTRATIVE BUSINESS

a. Appointments

- Academic Senate Adjunct Faculty Representative 2010 - 2011
 - Larry Veres – 1 year term

A motion was made and seconded to approve Mr. Larry Veres as the Academic Senate Adjunct Faculty Representative. Motion carried.

- Faculty Professional Development Committee
 - Erin Stein – Adjunct Faculty Representative (1 year term)
 - Jack Halliday – (complete the final year of a three year term)

A motion was made and seconded to approve the above appointments to the Faculty Professional Development Committee. Motion carried.

- Program Review Team Members
 - Dr. Nancy Bednar
 - Dr. Magdalena Caproiu
 - Linda Harmon
 - Dr. Anne Hemsley
 - MaryAnne Holcomb
 - Dr. Ismail Ismail
 - Dr. Cynthia Lehman
 - Jonet Leighton
 - Darcel Jarrett-Bowles
 - Maria Kelly
 - Sarah Kelly
 - Ken Lee
 - Mary Margaret McGuire
 - Christine Mugnolo
 - Dr. Bassam Salameh
 - Rodney Schilling

A motion was made and seconded to approve the above appointments as program Review Team Members. Motion carried.

- Strategic Planning and Budget Council
 - Leslie Baker – Transfer Faculty Representative (one year term)

A motion was made and seconded to approve the above appointment to the Strategic Planning and Budget Council. Motion carried.

b. Announcements

- 2010 Fall Plenary Session – November 11-13, 2010 - Anaheim, CA
- 2011 Vocational Education Leadership Institute – January 27-29, 2011 - Newport Beach, CA
- 2011 Teaching Institute – February 25-26, 2011 - San Jose, CA
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9. ADJOURNMENT

A motion was made and seconded to adjourn the October 7, 2010 Academic Senate meeting at 4:04 p.m. Carried

MEMBERS PRESENT		
Paul Ahad	Jack Halliday	Van Rider
Enrique Camacho	Mike Hancock	Alex Schroer
Ron Chapman	Kathy Moore	Ken Shafer
Mark Covert	Mike Pesses	John Toth
Carol Eastin (proxy)	Berkeley Price	Christos Valiotis
Luis Echeverria	Harish Rao	
Glenn Haller	Terry Rezek	
GUEST PRESENT	MEMBERS ABSENT	
Susan Lowry	Susan Knapp	Justin Shores
Karen Lubick	Sandra Robinson	Elizabeth Sundberg
	Casey Scudmore	Larry Veres