



**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING**

AGENDA

**February 20, 2014
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. OPENING COMMENTS FROM THE SENATE PRESIDENT
3. OPEN COMMENTS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - a) February 6, 2014 Meeting - attachment
5. REPORTS (5 minutes maximum)
6. ACTION ITEMS
None
7. DISCUSSION ITEMS
 - a) Disaster Preparedness Courses – Mandatory Training
 - Phase 3: Full-time Faculty
February 18 – March 18, 2014
 - Phase 4: Adjunct Faculty
April 7 – May 8, 2014
 - b) Task Forces
8. INFORMATIONAL ITEMS
 - a) California Collegiate Learning Assessment (CCLA) and Community College Survey of Student Engagement (CCSSE) – Dr. Meeta Goel
 - b) AVC Undergraduate Research Initiative – Christos Valiotis, Dr. Zia Nisani
9. SENATE ADMINISTRATIVE BUSINESS
10. 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 Dr. Ed Beyer, 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

February 20, 2014
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 Academic Senate meeting of February 20, 2014 was called to order at 3:00 p.m. by Dr. Ed Beyer, Senate President

2. OPENING COMMENTS FROM THE SENATE PRESIDENT

- Dr. Beyer announced *Back to the 80s*, to be held on Saturday, March 1, 2014, 8:00 p.m. in the Performing Arts Theatre. The production is presented by the Commercial Music Department.
- Dr. Beyer reminded members of the upcoming Basic Skills Symposium to be held on Friday, February 28, 2014 at 8:00 a.m.
- Dr. Beyer announced the Beverly Ann Beyer Memorial Scholarship – two (2) \$500 scholarships:

- 1) Business student
- 2) Nursing student

He encouraged anyone interested in contributing to the scholarship, to contact the Antelope Valley College (AVC) foundation.

- Dr. Beyer reported good discussion taking place in the Strategic Planning and Budget Council (SPBC). Consideration is being made to split the council into the Strategic Planning Committee and Budget Council. Anyone interested in information should see Dr. Beyer.

3. OPEN COMMENTS FROM THE PUBLIC

None.

4. APPROVAL OF MINUTES

a) February 6, 2014 Meeting – attachment

A motion was made and seconded to approve the minutes of the February 6, 2014 Academic Senate meeting. Motion carried with one (1) abstention.

5. REPORTS (5 minutes maximum)

None

6. ACTION ITEMS

None

7. DISCUSSION ITEMS

a) Disaster Preparedness Courses – Mandatory Training

- Phase 3: Full-time Faculty
February 18 – March 18, 2014
- Phase 4: Adjunct Faculty
April 7 – May 8, 2014

Dr. Beyer led discussion regarding Mandatory Disaster Preparedness training for all faculty. He reiterated dates, and developed the avenue to direct adjunct concerns to Mr. Larry Veres. Dr. Beyer cited excerpts from the *Antelope Valley College (AVC) Emergency Procedures Manual* posted throughout the campus – page 12-13: [EMERGENCY PROCEDURES](#)

LEGAL RESPONSIBILITIES & DUTY ASSIGNMENTS

LEGAL RESPONSIBILITIES OF PUBLIC EMPLOYEES DURING AN EMERGENCY

The Government Code of the State of California (Title 1, Division 4, Chapter 8, Section 3101) has defined the term “public employees” to include all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed. It also defines the term “disaster service worker” to include all public employees.

State of California, Government Code Title 1, Division 4, Chapter 8, Section 3100:

It is hereby declared that the protection of the health and safety and preservation of the lives and property of the people of the state from the effects of natural, man-made, or war-caused emergencies which result in conditions of disaster or in extreme peril of life, property, and resources is of paramount state importance requiring the responsible efforts of public and private agencies and individual citizens. In furtherance of the exercise of the police power of the state in protection of its citizens and resources, all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by superiors or by law.

Faculty members, managers, and supervisors will escort their students, personnel, and visitors to their designated evacuation assembly areas and determine who did not arrive as well as seek medical attention for the injured and note any additional people who may be present in their evacuation assembly area. They will report this information and the last known location of the missing to their deans and directors. They will also report to their deans and directors other information they deem important such as hazards noted in their areas during their egress.

Dr. Beyer explained in the event of a disaster, AVC employees are drafted to help. The community must be trained or the district will not be reimbursed by the government for expenses incurred as a result of the disaster. Administration and classified staff have completed the training. Faculty is next. Seven (7) hours Standard 1 Faculty Professional Development credit may be claimed upon completion. The Faculty Professional Development Committee is looking into whether faculty who have already completed their 2013-2014 FPD obligation can roll the credit into the 2014-2015 year.

Dr. Susan Lowry expressed her understanding of the need for training, but questioned enforcement, and ramifications for non-compliance.

Dr. Beyer affirmed that Administration followed the process to ensure the training mandate was announced in the timeline identified. He advised senators with concerns to contact Terry Cleveland, Director of Risk Management. Dr. Beyer led discussion for consideration of a Senate liaison to Risk Management. Mr. Terry Rezek volunteered for the liaison position, if created. Dr. Lowry supported the idea, and noted by position and interaction with students, faculty are most at risk. Dr. Lowry suggested it useful to have Mr. Cleveland speak to faculty regarding potential risks. Dr. Ron Chapman suggested Mr. Cleveland present a formal report to the Senate.

Mr. Ken Shafer noted faculty outlook would change if ever threatened in class. He identified potential union issues for unpreparedness and an unsafe campus.

b) Task Forces

Dr. Beyer distributed the list of Task Forces, including members:

1) Senate Constitution Review Task Force

Ken Shafer, Dr. Ron Chapman, Dr. Glen Haller, Susan Knapp, Elizabeth Sundberg, Dr. Matthew Jaffe

2) Academic Ranking Policy/Process Review Task Force

Van Rider, Dezdemonna Ginosian, Jack Halliday, MaryAnne Holcomb, Dr. Zia Nisani
Change date to April 21 for May 1 Senate meeting as discussion item.

3) Equivalency Review Task Force

Karen Lubick, Ty Mettler, Kathy Moore, Cathy Overdorf, Larry Veres, Dr. Lee Grishman, Dr. David Newby.

In polling members the top two (2) concerns are:

1) Senate Representation

2) Senate Constitution

Dr. Beyer encouraged all Senators to provide input to both categories.

8. INFORMATIONAL ITEMS

a) California Collegiate Learning Assessment (CCLA) and Community College Survey of Student Engagement (CCSSE) – Dr. Meeta Goel

Dr. Goel addressed members regarding the upcoming CCLA assessment scheduled for March/April. The assessments will take place outside the classrooms. Dr. Goel asked Senators to help notify and encourage students to call for an appointment.

Dr. Goel discussed CCSSE, an assessment to measure student engagements inside and outside the classroom. She explained items can be customized to Antelope Valley College (AVC). CCSSE was conducted once at AVC in 2008. The 45 minute assessment is administered in the classroom. Dr. Goel will pull a sample assessment and walk packets around to participating classes. Dr. Goel asked Senators to help make faculty aware; lecture classes – no labs. She will notify selected faculty two (2) weeks prior to administration of the survey. Ms. Karen Lubick suggested distributing the information in time for inclusion in the syllabus.

b) AVC Undergraduate Research Initiative – Dr. Zia Nisani

- Dr. Zia Nisani addressed members regarding the Community College Undergraduate Research Initiative <http://www.ccuri.org/>.
- The Council of Undergraduate Research. <http://www.cur.org/> and the specific publications dealing with community college research <http://www.cur.org/urcc/>
Both are excellent source of information on developing undergraduate research. Furthermore, he many CUR publications (cheap) are valuable resource. Christos and I will be leading a round table discussion on developing the Southern California Community College Undergraduate Research Consortium. It is hoped that through this discussion we can develop a framework to implement, support and run an undergraduate research program in all interested community colleges. As mentioned in my report, there has been some movement in this regard on our campus (biology, anthropology, etc.) and I hope others can join us. Interested parties please feel free to contact me at ext 6916 or zianisani@avc.edu. The web address of the conference is <http://www.league.org/i2014/>. The conference is in Anaheim march 1-5, 2014. Ms. Karen Lubick noted Honor students have opportunities for undergrad research for online publishing. She advised Senators to contact Dr. Mark McGovern and Mr. John Vento for information.

9. SENATE ADMINISTRATIVE BUSINESS

None

10. ADJOURNMENT

The Academic Senate meeting of February 20, 2014, was adjourned at 4:05 p.m. by Dr. Ed Beyer, Senate President.

MEMBERS PRESENT			
Dr. Ed Beyer	Jack Halliday	Kathy Moore	Ken Shafer
Dr. Liette Bohler	MaryAnne Holcomb	Dr. David Newby	Larry Veres
Dr. Ron Chapman	Dr. Matthew Jaffe	Dr. Zia Nisani	Shyanne Blanco
Dezdemonna Ginosian	Susan Knapp	Cathy Overdorf	
Dr. Lee Grishman	Karen Lubick	Terry Rezek	
MEMBERS ABSENT		GUESTS/EX-OFFICIO	
Dr. Glenn Haller	Elizabeth Sundberg	Leslie Baker	Dr. Susan Lowry
Mike Hancock	Van Rider	Bonnie Curry	
Ty Mettler		Leslie Baker	

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Approved: March 6, 2014 Academic Senate Meeting