



**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING**

AGENDA

**September 18, 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. September 4, 2014 Academic Senate Meeting Minutes (attachment)
5. REPORTS (5 minutes maximum)
 - a. Faculty Professional Development – Dr. Irit Gat (attachments)
6. REPORTS ON ACTION ITEMS AND IMPLEMENTATION
7. ACTION ITEMS
8. DISCUSSION ITEMS
 - a. AB 86 – Dr. Charlotte Forte-Parnell
 - b. Academic Development Committee & Chairperson
9. INFORMATIONAL ITEMS
10. SENATE ADMINISTRATIVE BUSINESS
 - a. Appointments
 - Outcomes Committee - Adjunct Representative
Angela Davis
 - AP&P Committee – Faculty Representative
Division III – Jeffrie Ahmad
11. ADJOURNMENT

NON-DISCRIMINATION POLICY

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ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING

MINUTES

September 18, 2014
3:00 p.m. – 4:30 p.m.
SSV-151

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

A motion was made and seconded to amend the agenda to add Item 10b Adjunct Representative, and Item 10c. Division Representation.

Motion carried.

1. CALL TO ORDER AND ROLL CALL

The Academic Senate meeting of September 18, 2014 was called to order at 3:01 p.m. by Dr. Ed Beyer, Senate President.

2. OPENING COMMENTS FROM THE SENATE PRESIDENT

3. OPEN COMMENTS FROM THE PUBLIC

- Dr. Susan Lowry reminded members of the need to establish the sub-committee for 2015 Faculty Recognition Day. Diane Flores-Kagan (absent) and Dr. Susan Lowry volunteered to serve.

4. APPROVAL OF MINUTES

a. September 4, 2014 Academic Senate Meeting Minutes (attachment)

A motion was made and seconded to approve the minutes of the September 4, 2014 Academic Senate meeting, with corrections.

Motion carried.

5. REPORTS (5 minutes maximum)

a. Faculty Professional Development – Dr. Irit Gat (attachments)

Dr. Irit Gat, Faculty Professional Development Committee Chair presented a committee report and referred to two (2) attachments.

- Dr. Gat reported a quirk in the new FPD online reporting system – the system times out after 15 minutes and erases all entries. She directed members with technical issues to email Mr. Greg Krynen and to copy Dr. Gat as well. Dr. Gat will be working with the IT team next summer to continue to develop the system. Dr. Gat recognized and thanked Greg Krynen, Stephen Burns and Dr. Ed Beyer for their hard work and contributions during summer 2014, to create and develop the new reporting system.

Dr. Gat asked senators to remind faculty to continue to report activity as they attend FPD events. Dr. Beyer explained once the plan is approved, it becomes a separate document and faculty must re-enter events to record participation. Dr. Gat will distribute an email to explain this next reporting phase.

- Dr. Gat reported after training the Deans, they appear to understand the new reporting system and program well.

- Dr. Gat reported SurveyMonkey results for the 2013-14 FPD program were vague. She and Dr. Bonnie Suderman will work with Dr. Meeta Goel to develop a more in-depth survey. Dr. Suderman identified the documentation as essential for accreditation.
- Dr. Gat reported positive feedback for Opening Day. Faculty reported appreciation for a different agenda, the guest speaker and for faculty recognition.
- Dr. Gat reported the FPD Committee will be planning Spring Opening Day – first week of February.
- Sabbatical Requests will be announced in November for letters of intent for 2015-2016.
- Dr. Gat reported the first goal for 2014-2015 is to simplify the FPD program. She explained the standards are complex, and the committee will consider reducing the number of standards to 2-3 instead of 4. Dr. Gat asked senators to encourage faculty to send recommendations to her.
- Dr. Gat reported the spring 2014 survey asking faculty their opinion regarding the professional development obligation, is an item the committee will address in the near future.
- Dr. Gat clarified in spring 2015, adjunct faculty will report their rollover on their FPD plan. She will address the item to adjuncts in her spring newsletter. Dr. Gat explained Deans will be able to review activity to validate the rollover.

6. REPORTS ON ACTION ITEMS AND IMPLEMENTATION

- Ms. Catherine Overdorf reported the Early Childhood Transfer Degree was reported to faculty. She stated some faculty are discussing the possibility of a bachelor's program. Dr. Beyer explained if a program in Early Childhood Education is offered in the CSU or UC system, AVC will not be allowed to offer the program here.

7. ACTION ITEMS

8. DISCUSSION ITEMS

- a. AB 86 – Dr. Charlotte Forte-Parnell
Dr. Charlotte Forte-Parnell distributed handouts and discussed Assembly Bill 86, a collaboration of efforts to better serve the educational needs of adults (see attachments). Dr. Parnell encouraged members to invite constituents to attend the Antelope Valley AB 86 Adult Education Consortium Planning Meeting – June 16, 2014. She will distribute the information via email through Ms. Nancy Masters.
- b. Academic Development Committee & Chairperson – Karen Lubick
Ms. Karen Lubick distributed a handout and led discussion regarding Basic Skills needs. AVC holds one of the lowest levels of transfer retention and success out of all community colleges. Ms. Lubick proposed a reorganization and creation of an Academic Development Department under the Academic Senate, with a chairperson. A coordinator would serve as liaison and work with faculty and students. Ms. Lubick explained the position under the senate could have a different prestige than what Basic Skills and Academic Development do not carry alone. Ms. Lubick reviewed the handout (see attachment).

Dr. Lowry explained the administration has a concern we have been working on Basic Skills for a long time without seeing any long-term institutional change. There is no money behind it, no person leading the effort and making it stick, and no long-term plan. Dr. Lowry stated administration is looking for something institutionalized and would like to see a department with a department chair - an interdisciplinary department with funding behind it. They would take the Full-Time Equivalent Faculty (FTEF) from the Basic Skills classes and use it on the current union model for funding chairs, and build the chair out of that FTEF – which would come out of Math, English and English as a Second Language (ESL). Administration would like to see a model with an actual department, and have dismissed the idea of pulling Basic Skills out of our faculty. Administration is serious about institutionalizing and funding the department and would like to move quickly.

Dr. Lowry noted the importance of the department being faculty-driven. She clarified Basic Skills FTEF are currently reporting to Math, English, ESL and Reading. For purposes of creating a department chair structure and a department, that FTEF would pay for that structure. The people who teach those classes would still be within their department. The funding structure is being looked at by administration.

Ms. Lubick explained the concept just started the conversation on Monday, and further research is necessary.

Dr. Beyer acknowledged the Academic Senate would be reviewing the Basic Skills proposal which would have the support of the senate and affirm the importance of Basic Skills.

Dr. Zia Nisani expressed concern regarding accountability on the part of the student. Members addressed the need for a change in culture, including cultivating the campus culture. Others noted the culture is changing due to Student Success efforts.

Mr. Raul Curiel reported the ASO created a Student Success Committee that is attempting to offer mentorship. He noted motivation is necessary on the part of the student.

Dr. Beyer suggested a Task Force led by Ms. Lubick.

Ms. Lubick committed to identify all issues, determine funding, and having recommendations formalized by the November 24, 2014 Senate meeting, in order to act in spring 2015.

Dr. Beyer suggested outlining all the relative issues to the models proposed so far, identify and contemplate the problems with each model, and move forward.

The following volunteered to serve on the task force: Dezdemonia Ginosian, ask Diane Flores-Kagan, Dr. Jessica Harper, and Susan Knapp will ask Audrey Moore, and possibly Van Rider.

Dr. Gat noted volunteers may claim Standard 3 or 4 faculty professional development credit.

9. INFORMATIONAL ITEMS

10. SENATE ADMINISTRATIVE BUSINESS

a. Appointments

- Outcomes Committee - Adjunct Representative
Angela Davis

- AP&P Committee – Faculty Representative
Division III – Jeffrie Ahmad

*A motion was made and seconded to ratify the aforementioned appointments.
Motion carried unanimously.*

b. Adjunct Representative

- Larry Veres

A SurveyMonkey election will be held by the entire adjunct faculty for the single candidate Larry Veres.

The Senate will place another call for the 2nd Adjunct Representative. The call must be made to include language defining the call is for the 2nd position. A second SurveyMonkey ballot will take place.

c. Division Representation

Dr. Beyer polled members to determine proxies for each senator.

11. ADJOURNMENT

The Academic Senate meeting of September 18, 2014 was adjourned at 4:27 by Dr. Ed Beyer, Senate President.

MEMBERS PRESENT			
Dr. Ed Beyer	Jack Halliday	Susan Knapp	Catherine Overdorf
Dr. Liette Bohler	Dr. Jessica Harper	Jonet Leighton	Terry Rezek
Rosa Fuller	MaryAnne Holcomb	Karen Lubick	Ken Shafer
Dezdemonia Ginosian	Dietra Jackson	Tina McDermott	Raul Curiel
Dr. Glenn Haller	Dr. Matthew Jaffe	Dr. Zia Nisani	
MEMBERS ABSENT			
Diane Flores-Kagan	Van Rider	Elizabeth Sundberg	
GUESTS/EX-OFFICIO			
Dr. Charlotte Forte-Parnell	Dr. Irit Gat	Dr. Susan Lowry	LaDonna Trimble

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Approved: October 2, 2014 Academic Senate Meeting

Faculty Professional Development Committee

Senate Report

September 18, 2014

1. *Major Updates*
 - a. Revamp of FPD forms this summer with Greg K & Stephen B - Major changes with FPD processes (Thank you Ed Beyer)
 - b. Plans and contracts to Division Deans to review: Training at their August meeting; FPD helps answer questions/concerns
 - c. 20132014 survey monkey evaluation: mostly positive results; some comments from some that feel want reduction in number hours
 - d. Fall Opening Day (Thank you Nancy Masters & Sara Goodwin): survey monkey
 - e. Set 2014-1015 goals (attached)
 - f. Contacted Chancellor's office to review colleges with similar FPD hour requirement to review their structure.
 - g. Begin discussing simplifying / changing standards within Chancellor's Office requirements.

2. *Select speakers/presentations for the year program*
 - a. Scheduled over 125 FPD presentations this 2014-2015 academic year.
 - b. Will be planning **Spring Opening Day**.
 - c. Will be selecting sabbatical submissions next semester.

3. *Create, review, and maintain all records*
 - a. Instruct and help Deans with questions regarding adjunct plans and contracts. Due date for all faculty moved to June 2015.
 - b. Standard 3 documentation maintained in Senate office and sign-in sheets.
 - c. Continue to monitor and work with Greg Krynen, Dr. Sudderman, Rick Shaw of on-line plans and contracts for issues/problems.
 - d. Update FAQ page - website

Hold bi-monthly committee meetings

 - a. FPD conference mid-March – hope to get Senate to fund fee of \$175 and hotel \$100. Sign up deadline is end February.
 - b. Sabbatical submissions – letter of intent to Senate by end of Fall 2014 semester- full application due first week of Spring 2015 semester.
 - c. Orient new FPD members to guidelines, etc to help Deans/Admin Assistants with questions on plans/contract review process.
 - d. Monitor Chancellors office for approval of 8 upcoming changes (under new Student Success Initiative) to FPD Program.

2014 - 2015 FPD GOALS

Priorities 2014-2015

1. Simplify the FPD program: combining Standards to simplify process.

Example:

- a. Leave St 1 (faculty academy and salary advancement) -
Combine standard 2 and 3 and 4
2. Educate Deans on the current standards and communicate our committee as advising on plans/goals for this year. (?) to be determined- Bonnie Suderman
3. Discuss and review “grey” areas such as what if meet during summer (off clock hours – eg, hiring committee, work on new textbooks/meetings, etc – mostly Standard 3 “problematic” areas historical issues)

ONGOING....

4. Continue to work on increasing feedback during year on programs – see survey monkey posted- ***let faculty know at your division meetings.***

***subcommittee to check with Meeta Goal for updates on occasion and report to full committee**

5. Develop more FPD opportunities.
6. Monitor Chancellors office for upcoming changes currently being reviewed
7. ? Updated FAQ page (possibly wait 1 more year for additional changes??)

September 12, 2014

**Subject: Antelope Valley College AB 86 Regional Consortium
2nd Adult Education Planning Meeting**

Dear Colleague,

We cordially invite you to the AB86 Antelope Valley College Regional Consortium Planning Meeting.

The Antelope Valley College in collaboration with Antelope Valley Union High School District and Southern Kern Unified School District are continuing our work to develop plans for adult education in the Antelope Valley. The purpose of this collaboration is to create strategies to better serve the educational needs of adults in the Greater Antelope Valley for (1) Adult Basic Education, (2) English as a Second Language, (3) Adults with Disabilities, (4) Career Technical Education, and (5) Apprenticeships. To assist in creating and implementing a plan for adult education, the AV Consortium invites you to contribute your expertise to this effort.

We invite you to attend the 2nd working planning meeting on:

Monday, September 22, 2014, at the Palmdale Conference Center (PCC) from 11:00am – 2:00 pm (lunch is provided). PCC is located at 1156 E. Avenue S (corner of Swan Drive and Ave. S), Palmdale, CA 93550. Parking and entrance available in the front and rear of the building.

The agenda includes:

Welcome/Introductions/Overview
Comprehensive Plan Submission
Why Are We Here?
Work Group Breakouts

Please consider our invitation and RSVP to dcasey4@avc.edu by September 18th. If you cannot attend, we welcome your representative(s). We look forward to hearing from you and appreciate your consideration. If you have questions or concerns, please email me at cforteparnell@avc.edu or Steve Radford at sradford@avhdsd.org. We need **your** support and input!

Respectfully,

Charlotte Forté-Parnell, Ed.D.

Dean of Instruction
Antelope Valley College

AB86 COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

AVC AB 86: Adult Education Consortium Planning Meeting June 16, 2014



AB86 COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Some Key Points in Adult Ed History

- 1856 - First adult ESL class in San Francisco's Old St. Mary's Church
- 1902 - Statewide public funding for Adult Education in California
- 1921 - The 25+ class on demand state legislation
- 1940s - 50s - Junior colleges spinning off from adult schools and local school districts
- 1966 - The Federal Adult Education Act
- 1978 - Prop 13 radically altered adult school and community college programs
- 1986 - The immigration reform amnesty program
- 1996 - Welfare Reform
- 2007 - Enrollment in CA adult schools at 1.6 million students in California
- 2008 - 94,220 FT Equivalent students in CCC noncredit in 07-08
- 2009 - Adult school funding "FLEXED" - open to school districts for any purpose
- 2007 to 2013 - Funding for adult schools cut by about 2/3. Funding for CCC noncredit cut by about 1/3.
- 2013 - AB86
- Much of our history and culture is shared, but we have distinctions

6/16/14

AB86

COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

2 Year Planning Period

AB 86, Section 76, Article 3

Consortium members shall consist of:

Community college district

School district

72 college districts throughout the state

Antelope Valley College Regional Consortium

Evaluation of Adult Education in the region

6/16/14

AB86

COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Definitions

A **Region** is defined as the geographical boundaries of a community college district.

A **Consortium** is at least one community college district and at least one school district within the geographical boundaries of the community college district.

A **Member** is defined as a public school district within the geographical boundaries of the designated region.

A **Partner** is determined by the local consortium's membership.

6/16/14



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Program Areas

1. Elementary and basic skills; classes required for HSD or equivalency certificate;
2. Classes for immigrants: ESL, citizenship, and workforce preparation;
3. Programs for adults with disabilities;
4. Short term CTE programs with high employment potential; and
5. Programs for apprentices.

6/16/14



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Principles of AB86

- Promote shared leadership
- Equity
- Transparency
- Inclusion
- Allow regional planning to evolve and develop
- Representation of adult learners in Antelope Valley

6/16/14

AB86

COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

AB86 Planning Process

- Need to envision an effective future for adult learners.
- Acknowledge the capacity of both systems before moving forward into the future.
- Involve all stakeholders: College, HSD, and Industry.
- Focus on continuous improvement.

The planning process is not about producing a competitive product.

6/16/14

AB86

COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Question:

Is this evaluation an honest assessment of the current educational offerings and needs of adult students in the Antelope Valley?

6/16/14

Goals of AB86

- Regional planning effort focused on five program areas.
- Evaluate the current levels and types of adult education programs in the region.
- Evaluate the current needs in the region.
- Create a plan to integrate existing programs and create seamless transitions.
- Accelerate student progress towards academic and/or career goals.
- Collaborate on professional development opportunities for faculty and other staff.
- Leverage existing regional structures.

6/16/14

Building Capacity = Building Relationships

- Lay the foundation for successful partnerships for the “long haul”.
- Formalize relationships to promote stability and shared values.
- Build trust for future work.

6/16/14

Components of Regional Consortia Plans

A Regional Consortia Plan must include:

1. Evaluation of existing AE programs.
2. Evaluation of AE needs.
3. Plans to integrate programs.
4. Plans to address the gaps.
5. Plans to accelerate a student's progress.
6. Plans to collaborate on provision of professional development.
7. Plans to leverage existing regional structures.

6/16/14

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6/16/14



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Deliverables and Due Dates

- 7/31/14 - Regional Comprehensive Plan (completed-to-date)
- 10/31/14 - Regional Comprehensive Plan (completed-to-date)
- 12/31/14 - Draft Regional Comprehensive Plan
- 3/1/15 - Final Regional Comprehensive Plan

6/15/14



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

For More Information...

- ab86@cccco.edu
- <http://ab86.cccco.edu>

6/16/14

Justification for New Senate Committee: Academic Development
Draft of September 18, 2014

According to Article XI of the Academic Senate Constitution, the faculty may deem it necessary to create a new committee and chair/coordinatorship. The recommendation here is to create an Academic Development Coordinator Position for the following purposes:

- To recognize Academic Development as a multidisciplinary program
- To increase visibility and influence on campus by legitimizing Basic Skills as a necessary and innovative program of study for diverse learners
- To better serve students by providing an advocate and contact person and/or leading them to appropriate advisors and mentors
- To serve as liaison to BSI/3CSN and the Chancellor's Office, as well as work with other entities trying to enact the Student Success Task Force Mandates such as the First Year Experience, Student Success and Student Equity Committees
- To connect with current grants for improving our student success and retention rates as well as our Scorecard metrics
- To continue the efforts of the Basic Skills committee and assist and encourage faculty teaching developmental/basic skills courses in Math, Reading, ESL and English
- To use an existing financial and reporting structure

The duties of the Academic Development Coordinator shall include, but not be limited to, the following activities:

1. Chair and hold regular Academic Development Committee meetings.
2. Systemize the efforts of student success activities, programs, and structures, such as AVID, First-Year Experience, Summer Bridge, and the Success Center.
3. Assist VPs, Deans and faculty with locating and utilizing relevant budget streams.
4. Help coordinate course offerings across disciplines and levels, with particular attention to Basic Skills and to scheduling innovations.
5. Track the progress of students through Basic Skills areas and sequences.
6. Create and implement various Academic Development activities, such as symposiums, presentations, and mentorships.
7. Prepare reports for the Academic Senate and the Accreditation Committee, as well as for larger governance structures, such as the California Basic Skills Initiative
8. Attend conferences, such as CalADE and 3CSN, and report and disseminate findings and insights to the college.
9. Oversee the updates and circulation of Academic Development Program publicity in the form of letters, brochures, flyers, etc.
10. Encourage collaboration, community, and pedagogical innovation, with an emphasis on student engagement and empowerment.

The position should be held by an eligible faculty member* with no less than 6 hours release time, more depending on the number of student contact hours needed and the scope of duties in the initial phases (potentially 9-12 LHE). The position will also need a summer stipend (request of 3 LHE) and probably Intersession funding upon request as needed for specific tasks.

*see Senate Operating Procedures Manual for eligibility and other duties of Senate Coordinators.