

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. ACTION ITEMS

a. AP&P Courses and Programs (attachments)

## 5. DISCUSSION ITEMS

a. Board Policies & Procedures

AP 2340, AP 3435, BP 2350

- b. Formation of Senate representatives for hiring pools
- c. Closed captioning and accessibility
- d. Faculty engagement and building leadership

### 6. INFORMATIONAL ITEMS

- a. Appointments
  - \*Faculty Hiring Committees
    - Mathematics Richard Fleishman
    - Nursing Jeff Cooper
    - Geoscience- Nikki Riley
    - LD Disabilities Services Specialist Mike Hutchison
  - \* AP&P adjunct representative Alberto Mendoza
  - \* IT Committee

James Dorn

\*Budget Co-chair

-Cynthia Wishka

## 7. SENATE ADMINISTRATIVE BUSINESS

8. ANNOUNCEMENTS

Oct 7–8, 2016	2016 Academic Academy Institute
Nov 3-5, 2016	2016 Fall Plenary
Feb 17-18, 2017	Accreditation Institute
May 5-6, 2017	CTE Leadership Institute
June 15-17, 2017	2017 Faculty Leadership Institute
July 12-15, 2017	2017 Curriculum Institute

Cost Mesa Costa Mesa Napa Valley San Jose Sacramento Riverside

## **11. ADJOURNMENT**

2015-16 ACADEMIC SENA	TE MEETINGS & COMMITTEE REPORTS		
September 15, 2016 November 3, 2016   Accreditation – Tina McDermott			
October 6, 2016 DETC – Perry Jehlicka	November 17 , 2016 Program Review – Carol Eastin DETC – Perry Jehlicka		
October 20, 2016 Outcomes – Glenn Haller	December 1, 206 AP&P – Darcy Wiewall Outcomes – Glenn Haller		

### 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.



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

## 1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:03 p.m. by Dr. Irit Gat. (See attached Roll Call Sheet for a list of attendees.)

## 2. OPENING COMMENTS FROM THE SENATE PRESIDENT

Dr. Irit Gat stated that the faculty handbooks are now available, an e-mail was received about the upcoming awards from the statewide academic senate and that the accreditation site visit will be the first week of October. Stated that the By-Laws Committee reconvened and that the proposal from Dr. Shafer was reviewed. Reminded everyone of the All Campus Retreat at the Hellenic Center on September  $30^{th}$  at 7:30 a.m. Stated that she will be out of the office from Sept 21 – Sept 23 visiting the Chancellor's office regarding the bachelor program.

## 3. OPEN COMMENTS FROM THE PUBLIC

Justin Shores stated that Maureen Reckledge's husband passed away. Dr. Susan Lowry encouraged everyone to check their paystubs, the new banner system has been creating some issues and to check STRS contributions. Stated that the 2% off schedule and this year's 2% would be distributed at the end of October or early November. Larry Veres asked if anyone could think of a class that they would like to teach through Corporate and Community Ed and to contact him for ideas or for information. Lisa Karlstein announced that there was a problem with the health fees and students being dropped from their classes due to non-payment. ASO representative, Jay Smith stated that he was talking to other students and getting more information on this.

### 4. ACTION ITEMS

#### a. AP&P Courses and Programs (attachments)

A motion was made to approve the AP & P Courses and Programs by Larry Veres and seconded by Lisa Karlstein, motion carried with no abstentions. (See attached Roll Call Sheet for voting details)

### 5. DISCUSSION ITEMS

### a. Board Policies & Procedures

AP 2340, AP 3435, BP 2350 - There was no discussion on this item.

#### b. Formation of Senate representatives for hiring pools

There was some discussion on hiring pools and creating a list of people eligible to fill a hiring committee. Discussion on criteria of participants, such as not a new employee, and knowing what other committees they already serve on. It was agreed upon to create a hiring pool with the names of people who have volunteered to be on the committees for hiring and were not chose, and that it did not need to be placed on the agenda as an action item for the next meeting.

### c. Closed captioning and accessibility

Dr. Gat inquired about what action is being taken to ensure that accessibility needs are being met and that the campus is in compliance. Discussion on forming a committee to make sure all videos and events are compliant and that another helpful resource would be Films on Demand which is accessed through the library. Handouts will be brought to the next meeting and discussion on the possibility of restructuring interpreter service procedures.

## d. Faculty engagement and building leadership

It was announced that four positions would be opening up for the Senate and to get people in interested and willing to step up. There was some discussion on setting up a shadowing system for major committees, setting up a task force that could begin to identify potential candidates and encourage faculty to get involved in committees. Larry Veres, Lisa Karlstein and Dr. Ken Shaffer volunteered to head up this task force.

### 6. INFORMATIONAL ITEMS

a. Appointments

\*Faculty Hiring Committees

- Mathematics Richard Fleishman
- Nursing Jeff Cooper
- Geoscience- Nikki Riley

- LD Disabilities Services Specialist - Mike Hutchison

\* AP&P adjunct representative - Alberto Mendoza

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James Dorn

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May 5-6, 2017	CTE Leadership Institute	San Jose
June 15-17, 2017	2017 Faculty Leadership Institute	Sacramento
July 12-15, 2017	2017 Curriculum Institute	Riverside

## 9. ADJOURNMENT

The meeting was adjourned at 4:05 p.m. by Dr. Irit Gat.

2015-16 ACADEMIC SENA	TE MEETINGS & COMMITTEE REPORTS
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Academic Senate M	leeting:	September 15	<b>5, 2016</b>		
				ltem #4 AP & P Courses / Progr	
Representative	Present	Proxy	Present	Y/N/A	Y/N/A
Bowen, Jason	Х			Y	
Burrell, Carolyn	Х			Y	
Flores-Kagan, Diane	Х			Y	
Fuller, Rosa	X			Y	
Gat, Irit	Х			Y	
Ginosian, Dezdemona	X			Y	
Haller, Glen	Х			Y	
Halliday, Jack	Х			Y	
Harper, Jessica	Х			Y	
Jaffe, Matthew	Х			Y	
Karlstein, Lisa	X			2Y	
Knapp, Susan	A	Carol Eastin	Х	Y	
Leighton, Jonet	Х			Y	
Mitchell, Kathryn	Х			Y	
Motawakel, Rick	Х			Y	
Oliveira, Kristine	Х			Y	
Palmetto-Desdain, Tamira	Х			Y	
Rao, Harish	Х			Y	
Rezek, Terry	Х			Y	
Rider, Van	Х			Y	
Shaffer, Ken	Х			Y	
Snyder, Susan	Х			Y	
Sundberg, Liz	Х			Y	
Veres, Larry	Х			1Y	
Violet, Christopher	Х			Y	
Y=Yes, N=No, A=	=Abstain, N	IP = Not Present, 1=N	Notion, 2=Se	cond	

## ANTELOPE VALLEY COLLEGE Academic Affairs Office

To:	Academic Senate
From:	Dr. Darcy Wiewall, AP&P Co-Chair
Date:	September 7, 2016
Subject:	AP&P Committee Recommendations for Academic Senate Approval

The following items were reviewed and approved by the Academic Policies and Procedures (AP&P) Committee:

## New Advance Placement Exams Approved by AP&P:

- 1. Computer Science Principles CIS 101 and CIS 113
- 2. Physics 1: Algebra Based PHYS 101
- 3. Physics 2: Algebra Based PHYS 102
- 4. French Language and Culture FREN 101 and FREN 102
- 5. German Language and Culture GER 101 and GER 102

## New Corporate Community Education Offerings Approved by AP&P 5/12/16:

1. The Basics of Investing

## Other AP&P Items Approved 5/12/16:

1. MATH 116 to be placed in the catalog as an "OR" where ever MATH 115 is noted



# Social and Behavioral Sciences, Child and Family Education, and Economic Development

(661) 722-6300, Ext. 6482 - Fax (661) 722-6372

TO:	AP&P Committee Dr. Bonnie Suderman, Co-Chair Dr. Darcy Wiewall, Co-Chair	Rick Motawakel, Dean Melissa Jauregui, Academic Affairs
FROM:	Dr. Tom O'Neil, Dean Dianne Knippel, Executive Directo David Adams, Business Departmer	
RE:	Workshop Proposal (REVISED)	

I am in receipt of a workshop proposal from Mr. Michael Johnson (see attached). At the request of the AVC Foundation, I am seeking approval of this public workshop for the benefit of the AVC Athletics program. This Investments workshop will be taught by Mr. Johnson through the Foundation, offering investment overviews and analysis for the community. This program will not reproduce the existing credit classes, but will serve those who wish to develop in this area. Mr. David Adams, faculty member in Business, has met with the presenter and has reviewed the program.

The presenter is Michael Johnson, the 35-year Ford, Lincoln and Mazda dealer in Lancaster. Back in 2008 when the financial stuff hit the fan, he realized he needed another way to make money, so he enrolled in the Online Trading Academy course that cost \$10,000. A few weeks later he enrolled in their options class for another \$10,000. Realizing that the best way to learn something is to teach it, he began to teach the same classes that were taught for \$20,000 to people for a small fee in his conference room at Antelope Valley Ford.

Since that time, Mr. Johnson has put almost 100 people through that class over a twoyear period, including a beginning class, an intermediate class, and now an advanced class. He have been to over 50 seminars and read more than 40 books on the subject, and he has performed over 5000 trades. He is willing to dedicate one night a week to teaching a workshop at Antelope Valley College. Several years ago he taught a Marketing 56 class at Antelope Valley College that required him to have a juniorcollege credential that he still has today.

Mr. Johnson has had many Antelope Valley College students and even one instructor from AVC attend his classes. He received very positive reviews and this encouraged him to do even more. Any fees the Foundation would collect for this workshop would be donated directly back to the Athletics program.

## Course description

This class will teach the basic fundamentals of stock trading including how to calculate true return on investment. Learn the truth about brokers, annuities, and mutual funds. Technical stock trading including Fibonacci, Elliott Waves, Candle Theory, momentum indicators, and patterns. Learn how to manage personal accounts as well as your 401(k). Options Theory, including four basic options strategies, will also be discussed. Learn how to use a trading platform to do true stock analysis and obtain inexpensive trades.

# **The Basics of Investing**

# I. <u>An Introduction to Investing (ROI)</u>

- A. How interest rates work
- B. How can we maximize ROI?
- C. How do brokerages work?
  - 1. How do they make money?
  - 2. Why do they want your money?
- D. The truth about mutual funds
  - 1. How are they paid?
  - 2. How would you choose a mutual fund?
  - 3. ETF's as an alternative

# II. <u>Technical Analysis</u>

- A. Chart patterns
  - 1. Bar charts
  - 2. Candle patterns where do they come from?
    - a. How are candles formed?
    - b. How are candle patterns used to predict movement?
    - c. What are some common candle patterns?
    - d. Candles/time (fractals)
    - e. Momentum
- B. Support and Resistance
  - 1. How to recognize
  - 2. How to use Support and Resistance to make trades
  - 3. Trend lines

4 Retracements

## C. Chart Patterns

- 1. Double Tops
- 2. Descending Wedges
- 3. Ascending Wedges
- 4. Head and Shoulders
- 5. Double Bottoms Channels
- 6. Flags
- 7. Channels

# D. Volatility

- 1. How it is created
- 2. How to measure it
- 3. How it effects stock movement
- 4. How to trade it
- E. How to trade the News
  - 1. Where to find news that can make you money
  - 2. What "news" to avoid
- F. Risk Management
  - 1. How to protect wealth
  - 2. How to play blackjack
  - 3. Portfolio management
  - 4. How to minimize losses while setting up trades

"Order cancel's order" (OCO)

- 5. How to setup trades using technical analyses, support and resistance
- 6. First loss is the best loss
- 7. How to turn losses into gains

- G. How to prove there is a God!
  - 1. The source of the Fibonacci Sequence
  - 2. Where does the "Golden Mean" appear in the universe?
  - 3. How is the Fibonacci Sequence used in technical analysis?
  - 4. Fibonacci and high probability zones
  - 5. Retracements using Fibonacci

## H. Elliott Wave Theory

1. Stock prices always move in waves

Those waves are predictable.

- 2. Five rules of Elliott Waves.
  - a. 5 wave bullish patterns
  - b. 5 wave bearish patterns
  - c. ABC retracements
  - d. How to recognize the top and bottoms of the Elliot Eave. v. Complex waves
  - e. Waves in different timeframes

# III. Option Theory

- A. The basics of options
  - 1. Difference between calls and puts
  - 2. When to sell or buy
  - 3. Option Chains
  - 4. How time effects options
- B. The Greeks
  - 1. Delta
  - 2. Gamma
  - 3. Theta

4. Rho

- C. How volatility effects options
- D. 4 Basic Option Strategies
  - 1. Covered Calls
  - 2. Naked Putts
  - 3. Spreads
  - 4. Iron Condors

## IV. Platform Applications

- A. Difference between available platforms
- B. Platforms as a trading tool
- C. Basic trading using a platform
  - 1. How to set risk
  - 2. Order cancels order
  - 3. Monitor screens
  - 4. How to set alerts
  - 5. Bollinger Bands
  - 6. Momentum Indications
  - 7. Screen Setups
- D. Using the platform to trade options
  - 1. How to use the option chains
  - 2. Analytic screens
  - 3. Out of the money (OTM) screens
  - 4. In the money (ITM) screens
  - 5. How to set time parameters



# INSTRUCTOR INFORMATION FLYER

Thank you for expressing an interest in teaching a Corporate & Community Services course at Antelope Valley College. Community Services offers a wide spectrum of courses for personal and professional development, cultural enrichment, and recreational activities for all age groups within the community. All classes are non-credit, not-for-credit. There are no transcripts or grades. The following information is intended to assist you in preparing and submitting Community Services Course proposals.

These short-term courses are generally from one to six sessions in length, one to eight hours per session. They are typically scheduled in the evenings and on weekends at the Lancaster campus; and weekdays, between 12:30 p.m. and 4:30 p.m. at the Palmdale campus.

The Community Services program is fully supported by course fees. No state education funds are received: therefore course fee and enrollment requirements must be met. Instructors are requested to recommend course costs and class size. The minimum registration fee allowable is \$20 per student per class. However, the Community Services Office (C&CS) makes the final determination based upon availability of classroom resources and knowledge of the community served. Class size is typically from 10 to 30 students. **Minimum class size is set by the instructor.** The C&CS staff makes the determination as to whether or not the class will run or be cancelled if the registrations are below the minimum.

Instructor compensation is based upon 45% of the receipts from the actual number of students present in the classroom. Course materials may be offered for sale at the class, payable to the instructor, in cash or money order. Material fees are separate from the course registration fees that are collected by the office.

Each new course will be offered on a trial basis. If the course is successful, it may be offered again in subsequent semesters. The instructor that proposed the new course will have the first right of refusal to teach that course thereafter. C&CS produces an on-line Schedule of Classes each semester and advertises the program via the local media. Instructors must share in the responsibility of marketing their course(s) by direct contact with their target audience. Instructors may also produce flyers that must be approved by C&CS prior to distribution.

<u>PROSPECTIVE INSTRUCTORS</u> – Please complete and return the following forms to Community Services:

- Instructor Information Form: Completed by new instructors. Include a résumé, a one-paragraph bio, and a narrative course description.
- Course Information Form: Submit one form for each course you wish to teach. Proposed courses are subject to approval. Include a paragraph course description as well as a short bio. Provide a breakdown and examples of the materials when submitting the proposal.

The prospective instructor will be notified in writing as to the status of each course. Approved courses may or may not be scheduled during the upcoming semester, depending on room availability and other factors.

<u>ALL RETURNING INSTRUCTORS</u> - Please inform the office of any changes to the course or your contact information.

If you have any questions, please contact the Community Services Office.

# ANTELOPE VALLEY COLLEGE COMMUNITY SERVICES PROGRAM

# Instructor Information Form

Instructor Name or Contact	Organiza AVC		66(-	Cell phone # - 547 - 7848
Mailing Address		City	State Zip Code	
Phone Number 661-949-3586x201	Fax Numb 66(-949-3		MJOA	E-mail VFORD. Com
TYPE OF COMMUNITY	SERVICES COURSE	S YOU WOUL	D LIKE TO	INSTRUCT
Target Audience 20 - 75 Mole Fenale	Type of Courses Technical Stock Adalysis : Option Th			option Theor
		ase the sea		
	RELATED EDUC	ATION		
Institution CalSEN. Ridge	Degree, Certificate, or License B5 Math Unidon Physics			
	RELATED EXPE	RIENCE		
Institution	Work	Performed (P	aid or Volunt	ary)
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INSTRUCTION	AL REFERENCES - V	VITHIN PAST	TWO YEAR	S
Institution City/State		Conta	act Name	Phone Number
	Δ	6 /	7	
Date: 10/28/15 Instructor or	Contractor Signature:	fiff	r	
10/27/2015				

# ANTELOPE VALLEY COLLEGE COMMUNITY SERVICES PROGRAM Course Information Form

Instructor Name or C	Orga	anizatior		e-mail			
	S	City			State	Zip Code	
Phone Num	Fax Number Cell Number						
Course Number				Course Title			
Number of Meetings	Total Hou		se Fee	# Mate	rial Fee	TBD	ss Size
1) Tai	get Audience 2)	on is already on file, do Prerequisites 3) Detail S – PLEASE CHECK 1	ed Cour	se Outline 4) Text	or Materials F	Required	
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(x) Type of Equipm			Des	cription or Specifica	ations		
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Projector/Screen							

/	Projector/Screen					Station and		
	Sound Equipment			Contraction -				
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Michael H. Johnson Owner – President

May 28, 2015

Dr. Karen Cowell Dean of Business c/o Antelope Valley College 3041 West Avenue K Lancaster, CA 93536

Dear Dr. Cowell:

Allow me to introduce myself. My name is Michael Johnson, your 35 year Ford, Lincoln and Mazda dealer in Lancaster. Back in 2008 when the financial stuff hit the fan I realized I needed another way to make money, so I enrolled in the Online Trading Academy course that cost \$10,000. A few weeks later I enrolled in their options class for another \$10,000. Realizing that the best way to learn something is to teach it I began to teach the same classes that were taught to me for \$20,000 to people for a small fee in my conference room here in Antelope Valley Ford.

Since then I have put almost 100 people through that class over a two year period, including a beginning class, an intermediate class, and now an advanced classes. I have been to over 50 seminars and have read over 40 books on the subject and I have performed over 5000 trades. I would be willing to dedicate one night a week to teaching a class at Antelope Valley College. Several years ago I taught a class at Antelope Valley College titled Marketing 56 that required me to have a junior-college credential that I still have today.

I've had many Antelope Valley College students and even one instructor from your college attend my classes. The reviews I received were very positive and encouraged me to do even more. Any fees I would collect from the college for teaching this class would be donated directly back to the athletics program. Please find attached a basic course description that you could include in your fall catalog. As a side note, I've known Newt Chelette for several years and I'm sure he could give you some insight into my character and teaching abilities. Please feel to call me at (661) 949-3586 x200 if you like to discuss this matter further.

Sincerely

Michael H. Johnson Owner/President

[Spring - 2/50,00]

# The Basics of Investing

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- a. How to recognize
- b. How to use Support and Resistance to make trades.
- c. Trend lines.
- d. Retracements.

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- A. Difference between available platforms
- B. Platforms as a trading tool
- C. Basic trading using a platform
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- iii. Monitor screens
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- v. Bollinger Bands
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- vii. Screen Setups
- D. Using the platform to trade options
  - i. How to use the option chains
  - ii. Analytic screens
  - iii. Out of the money (OTM) screens
  - iv. In the money (ITM) screens
  - v. How to set time parameters

# V. Setting up a trading plan

- A. Get the stars to align
- B. Setting risk parameters to investment amounts
- C. Which indicators work best for you?
- D. Discipline in trading
- E. Where to get ideas
  - i. Idea sites available
  - ii. Signing with a lead provider

# VI. Bringing It All Together

- A. Setting risk.
- B. Review of a trading plan.
- C. How to start a trading group.

# D. What's next?

# TECHNICAL STOCK TRADING AND OPTIONS THEORY

# Course description

This class will teach the basic fundamentals of stock trading including how to calculate true return on investment. Learn the truth about brokers, annuities, and mutual funds. Technical stock trading including Fibonacci, Elliott Waves, Candle Theory, momentum indicators, and patterns. Learn how to manage personal accounts as well as your 401(k). Options Theory, including four basic options strategies will also be discussed. Learn how to use a trading platform to do true stock analysis and obtain inexpensive trades.

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