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**REVISED PROPOSAL FROM  
THE ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT TO THE  
ANTELOPE VALLEY COLLEGE FEDERATION OF TEACHERS  
May 29, 2026**

The following proposal was presented during negotiations by the Antelope Valley Community College District (“District”) to the Antelope Valley College Federation of Teachers for the duration of the negotiations leading to a successor agreement to the 2023-2025 Collective Bargaining Agreement (CBA), to be discussed in good faith as required by the Educational Employment Relations Act and the ground rules adopted by the parties. Except as otherwise noted below, the remainder of the status quo Article shall be deemed to remain unchanged:

**ARTICLE XI  
WITHDRAWAL OF CLASSES**

**11.1.0 Class Size:**

**11.1.1** Minimum class size is ~~45~~20 or 80% of the class maximum, whichever is smaller.

[PERB has long held that increasing the minimum number of students necessary before a course will be offered is squarely within the District’s managerial rights, as well. (Mt. San Antonio Community College District (1983) PERB Decision No. 297, pp. 45-46. PERB has also held that a community college district’s decision to cancel classes, including an entire session of classes, is outside of the scope of representation under the EERA. (Mt. San Antonio Community College District (1983) PERB Decision No. 297; See also, College of Redwoods (1994) PERB Dec. 1047A, fn.4 (“The Board has held that decisions to cancel classes fall within management’s prerogative.”).) In Mt. San Antonio, the District cancelled selected summer school courses during the first summer session, modified the criteria for determining which courses would be cancelled due to low enrollment, and cancelled the entire second summer session. The ALJ found that these decisions were entirely within its managerial prerogative and outside the scope of representation. PERB noted, however, that this does not relieve the District of the duty to negotiate in good faith over the effects of these decisions on bargaining unit members. (Id. citing Anaheim Union High School District (1981) PERB Decision No. 177; Newman-Crows Unified School District (1982) PERB Decision No. 223; Newark Unified School District (1982) PERB Decision No. 225; see also Pasadena Area Community College District (2011) PERB Decision No. 2218.)]

**11.1.2** ~~Information about Records of~~ Maximum class size is maintained by Academic Affairs, and currently noted in Banner.

**11.1.3** Maximum class size is determined by the Board of Trustees, based on the recommendation of the Academic Policies and Procedures Committee and approved by the Academic Senate.

**11.1.4** Maximum class size shall be limited to the number of workstations, maximum allowable occupancy, and/or physical limitations of the facility made by the District used for the class.

**11.2.0 Cancellation of classes**

**11.2.1** If enrollment trends indicate that a course will have insufficient enrollment to meet minimum class size, a course may be cancelled four weeks before the beginning of its respective part of term if the faculty member assigned to teach this course is assigned another course that represents an equivalent workload. This provision is

55 primarily intended for courses with multiple sections (3 or more) being offered in  
56 order to manage courses based on student demands. Courses may also be  
57 canceled by mutual agreement between the dean and the assigned faculty member.  
58

59 **11.2.2** Changes in instructor to a section that is not being cancelled may only be made if all parties  
60 agree.  
61

62 **11.2.3** If the minimum class size is met by five business days (excluding Saturdays) before  
63 the beginning of its respective part of term, the class will meet as scheduled.  
64

65 Part of Term: A defined unit of time within which a course is scheduled. For example,  
66 Part of Term #1 is the full term; #2 is the first 8-week session; #3 is the second 8-  
67 week session; #4 is a 5-week session and so on.  
68

69 **11.2.4** Classes that do not meet the minimum class size with fewer than 15 students  
70 enrolled five business days (excluding Saturdays) before the beginning of each  
71 part of term may be cancelled.  
72

73 **11.2.5** ~~Those classes with fewer than 15 students that are not cancelled will be held~~  
74 ~~until four days before each part of term. Classes with at least 15 students but~~  
75 ~~fewer than the minimum class size will be kept until four days before each part~~  
76 ~~of term. These classes may be cancelled on the last work day (excluding~~  
77 ~~Saturdays) before the beginning of each part of term if they do not meet the~~  
78 ~~minimum class size.~~  
79

80 **2.6** Classes that do not meet the minimum class size may be allowed to meet on the  
81 first class meeting. If the minimum class size is not met after the first meeting, the  
82 class may be cancelled in consultation with the dean, *vice president* and faculty  
83 member *if two the three agree to cancel it*. Faculty members will be paid for the class  
84 meeting. If the class does not meet for the entire time scheduled because it is  
85 cancelled, the instructor will be paid for a minimum of one hour based on the  
86 lecture/lecture-lab or lab-appropriate adjunct/overload salary schedule.  
87

88 **11.3.0** Exceptions to the above are:  
89

90 **11.3.1** Independent Study. The vice president of academic affairs must approve the  
91 independent study classes, which shall be offered in a manner consistent with  
92 approved guidelines developed by the AVCFT and the vice president of academic  
93 affairs. (see Article IX, Section 6.2 g)  
94

95 **11.3.2** Programs that are to be discontinued. Decision is to be made mutually by the vice  
96 president academic affairs, the division dean, and the appropriate faculty.  
97 Recommendations from program review must be considered in decisions to  
98 discontinue programs.  
99

100 **11.3.3** College newspaper course.  
101

102 **11.3.4** Classes with enrollment limits that are less than the minimum class size.  
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104 **11.3.5** Full-time instructors who need to make load and no other courses are available.  
105 Available courses may include those that have been assigned to an adjunct faculty  
106 member.  
107

108 **11.3.6** Honors courses. The vice president academic affairs and Honors Committee

shall mutually determine the number of honors courses to be offered each semester.

**11.4.0** Any requests for additional exceptions will be decided by the vice president of academic affairs in consultation with the president of AVCFT and the academic senate president.

~~**11.5.0** When a minimum class size is not met, AVCFT will be notified of the withdrawn course and the number of students enrolled at the time of withdrawal within a week after the classes are withdrawn. AVCFT will be notified of classes that were cancelled after the first class meeting and the number enrolled.~~  
**[Note: This occurs 100-200 times per term.]**

~~**6.0** The District and the Federation agree to negotiate class size if the issue is not resolved in the shared governance process and/or if District actions do not concur with the resolution produced by the shared governance process.~~

~~**7.0** Maximum class size shall be limited to the number of workstations or physical limitations of the facility as made by the District or the class maximum as set by the Academic Policies and Procedures Committee. In no case shall the maximum classroom occupancy exceed maximum allowable occupancy as established by the fire agency having jurisdiction over the facility where courses are being scheduled.~~

**11.68.0** Wait List and Enrollment Procedures

The District and the Union agree that it is in the best interest of the college to enroll the maximum allowable number of students in all classes, especially before the census date. The number of students enrolled should not exceed the maximum **class size** allowable, both for safety and pedagogical reasons. The District and the Union also agree that it is pedagogically sound to allow classroom faculty control over who enrolls in their courses once those courses have met for the first time.

To these ends, the District and the Union have constructed a procedure for the enrollment of students from the first day of class until census date, ~~which. This procedure~~ requires that:

(a) ~~During the enrollment period, when a class has reached its maximum enrollment the District may create a waiting list of up to 80% of the course maximum, from which to add students until the census date in case of no shows and drops.~~

(b) ~~If a class has not reached its maximum enrollment on the first day, the faculty must add students that day up to the class until that maximum is reached. Beyond the first day, faculty may continue to add students or until the class census date, whichever occurs first.~~

(bc) ~~When the course type does not allow for a waiting list in the live schedule (ex: BIO 101) and if the class has reached its maximum enrollment by the first day of the term, the faculty must create a waiting list of 280% of the course maximum, from which to add students may be added until the census date in case of no shows and drops.~~

(ed) Once a class has met for the first time, no one will be added to a class without the ~~explicit~~ express permission of the faculty member.

~~**Once the procedure is written and agreed to, it may undergo revision without the need for a formal MOU, so long as the above principles are adhered to. However, both sides agree that in**~~

163 *the interest of good communication and implementation, the administration will discuss*  
164 *revisions with the Union before implementing them.*

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ANTELOPE VALLEY COLLEGE DISTRICT

ANTELOPE VALLEY COLLEGE FEDERATION  
OF TEACHERS

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