

ANTELOPE VALLEY COLLEGE
Academic Affairs Office

DATE: October 27, 2011
LOCATION: BE 321 – Computer Room
TIME: 3:04 p.m.

<u>MEMBERS PRESENT</u>		<u>MEMBERS ABSENT</u>	
Jeffrie Ahmad, Faculty	Linda Harmon, Faculty	Mrs. Sharon Lowry, V. P. Academic Affairs	
Beverly Beyer, Faculty	Tom Hutchison, Faculty		
Maria Clinton, Cochair	Lisa Karlstein, Faculty		
Richard Coffman, Faculty	Scott Lee, Faculty		
De'Nean Coleman-Carew	Cynthia Littlefield, Faculty		
Margaret Drake, Dean	LaDonna Trimble, Dean		
Chris Dundee, ASO Student	Les Uhazy, Dean		
Tooraj Gordi, Faculty	Darcy Wiewall, Faculty		
Lee Grishman, Articulation			
<u>GUESTS PRESENT</u>			
David Babb	Catherine Overdorf		
Ed Beyer	Melanie Parker		
Mark Hoffer	Charlotte Forte-Parnell		
Maria Kelly	Ann Rees		
Donna Meyer	Mary Rose Toll		
Tom O'Neil	Aaron Voelcker		

2011-2012
Academic Policies & Procedures Committee Meeting No. 4
MINUTES

1. CALL TO ORDER AND ROLL CALL

A motion was made and seconded to call the October 27, 2011 AP&P Committee Meeting to order at 3:04 p.m. Ms. Maria Clinton, AP&P Faculty Co-Chair, called the meeting to order at 3:04 p.m. Motion carried.

2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR

Ms. Maria Clinton stated that Title 5 language on repetition, which is the number of times a student can repeat a course due to substandard grades (D, F, W, or NP) has officially been revised and approved by the state with an effective date of October 12, 2011. The revisions now allow a student to enroll in a course no more than 3 times, which means that a student cannot have more than three notations on their transcripts for a particular course. It was also stated that a fourth repeat would be allowed under extenuating circumstances, which were defined as flood, earthquake, or college closure. This policy will be reflected in the next catalog, which the language will be drafted by Dean Trimble and Ms. Clinton and brought to AP&P for approval during the spring semester. It was requested that this language be available on the AP&P website if possible. Ms. Clinton requested that Mrs. Jauregui work with Mr. Stephen Burns to develop a web page to include all items discussed at AP&P.

3. INFORMATIONAL ITEMS

a. **AP&P Meetings will be held in BE 321 for the rest of the semester**

Ms. Maria Clinton stated that an 8-week course will be starting in this room next week so we will be meeting in BE 321 for the remainder of the semester.

b. **Repeatability**

Ms. Maria Clinton stated that Mrs. Melissa Jauregui will be putting a list together of all courses that currently carry an approved repeatability. This list will then be evaluated to determine which courses meet the criteria of repeatability which is that they are part of a core degree program approved for transfer. The courses that will have the repeatability removed will be brought to the committee as an informational item. This is a local clean-up to be sure we are in compliance with the law as it currently is written.

4. ACTION ITEM

a. **FTV 230 – Reverse AP&P Approval from May**

A motion was made and second to approve reversing the approval of FTV 230. Ms. Maria Clinton stated that this approval needed to be reversed due to the revising faculty member not being eligible to revise the material. She stated that in order for a faculty member to revise a course in CurricUNET, they must be eligible to teach

the material. Motion carried.

b. **PE 135 – Scheduling restrictions**

A motion was made and second to approve lifting the scheduling restrictions for PE 135. Ms. Maria Clinton stated that this course was reviewed and approved by AP&P in late May, which was too late for implementation in the current catalog. As a result, this course along with several others had scheduling restrictions for the 11-12 Academic Year. Earlier this semester we approved lifting the scheduling restrictions on a Math course since it was part of a sequence of courses for transfer. This course on the other hand is essential for our athletic program. She also stated that this division statistically has always meet our deadlines and unfortunately the Dean sat on this course for too long. Mrs. Beverly Beyer wanted it noted that she did not agree with this request and would like to deny the approval. Mrs. Margaret Drake and Dr. Richard Coffman wanted it noted that they abstained from the vote. Motion carried.

c. **Catalog Rights Language Change (Patricia Marquez):**

NOTE: Those students, regardless of catalog rights, who receive a substandard grade (D, F, NP) for a course have the opportunity to repeat the course once. If on the subsequent attempt the course has a current prerequisite, corerequisite, or limitation of enrollment **that was not in effect the first time the course was taken**, the student must meet the most recent academic requirement.

A motion was made and second to approve the new language for the note section of catalog rights. Motion carried.

d. **BP 4020 Program, Curriculum, and Course Development**

e. **AP 4020 Program and Curriculum Development**

Ms. Maria Clinton requested the division representatives to report on items 4d-e. This report was to include comments from the division faculty from their last division meeting. Several representatives stated that their divisions have not meet since the last AP&P meeting. As a result, Ms. Clinton requested these items to be tabled until the next AP&P meeting, which at that point the divisions will report the division concerns with the requested changes to these BP and AP policies. Motion carried.

5. DISCUSSION ITEMS

a. **Graduation Requirements: Reading Proficiency**

Ms. Maria Clinton stated that at the last meeting it was requested that research be conducted on the success rate of those students who have tested at a particular level in reading in comparison to the grade received in English 101 with or without prior reading classes. She stated that Institutional Effectiveness, Research and Planning office has pulled the data and Mr. Aaron Voelker, Research Analyst, was present to discuss the findings. Mr. Voelker stated that a study was carried out in order to determine if students placed at college level reading performed differently in ENGL 101 than students placed in remedial (basic skills) reading. Essentially, students that are placed at college level reading perform better in ENGL 101 than students that are placed in remedial (basic skills) reading. The evidence for this is a nearly 9% increase in passing grades (A through C) and a 10% increase in A's awarded, when comparing grade distributions of the two groups. Furthermore, a correlation analysis was conducted on the Compass Writing Assessment Scores and the Compass Reading Assessment Scores. The output of the correlation analysis was that a very strong positive correlation between these two variables exists (Pearson's $r = .86$), suggesting that the writing and reading assessment scores, because they are on the same scale, could be interchangeable. Ms. Maria Clinton asked the committee members for any additional questions for Mr. Voelker, at which Ms. Jeffrie Ahmad requested that this item be tabled until the faculty within both disciplines can get together to determine whether it is appropriate to compare the two areas. Ms. Maria Clinton reminded the committee that if a request is made of the committee for a particular report then that must be carried out and cannot be table. At the previous meeting it was requested that a study be conducted regarding this topic which is what Aaron presented to the committee. This is only a discussion item and no decision is made until a solution is presented to the committee. Since no other questions were asked, Ms. Clinton thank Mr. Voelker for his time. She stated that this item will return to the agenda at a later date as a report from the discipline faculty.

6. REPORTS (limited to 5 min. each)

a. **AP 4260 Prerequisites, Co-requisites, Advisories, and Limitations on Enrollment**

b. **AP 5013 Student in the Military**

Ms. Maria Clinton stated that we have also been tasked with reviewing the above mention AP policies, which should be in the packet for your review and to take back to the division faculty for their input. The committee stated that the items were not in the packet. Ms. Clinton requested Mrs. Melissa Jauregui to email these policies along with BP 4020 and AP 4020 to the representatives. These two items along with the two mentioned earlier in the agenda will return to the next agenda as a report item for the representatives to provide the committee with the feedback from the divisions.

7. ACTION ITEMS – Consent Items – Non-Substantial Course Revisions

- a. **AGRI 102, Plant Pest Control**
- b. **AGRI 104, Nursery Practices**
- c. **AGRI 110, Basic Landscape Design**
- d. **AGRI 112, Plant and Landscape Maintenance**
- e. **AGRI 130, Environmental Gardening**
- f. **AGRI 132, Turf and Landscape Maintenance**
- g. **AGRI 134, Plant Identification I**
- h. **AGRI 153, Landscape Construction – Concrete and Masonry**
- i. **AGRI 155, Landscape Construction – Wood and Lighting**
- j. **AGRI 210, Advanced Landscape Design**
- k. **AGRI 212, Interior Plantscape**
- l. **AGRI 220, Landscape Irrigation**
- m. **AGRI 230, Soils and Plant Nutrition**
- n. **AGRI 234, Plant Identification II**
- o. **AGRI 250, Landscape Management**
- p. **AJ 209, Public Safety Communications**
- q. **CIS 161, Introduction to C Programming**
- r. **OT 152, Beginning Medical Insurance**
- s. **CCA - PHYS 211, General Physics**

Ms. Maria Clinton requested a motion to approve items 7a-s Consent Items for Non-Substantial course revisions. A motion was made and seconded to approve items 7a-s. Motion carried. A second motion was made and seconded to approve the course content for PHYS 211, General Physics. Motion carried.

8. ACTION ITEMS – First Reading – Course Revisions

Melanie Parker will arrive at 3:40

- a. **CFE 169 D Rate Pre-Service Training**
-Title Change

A motion was made and seconded to approve the course revisions made to CFE 169 D Rate Pre-Service Training. Ms. Melanie Parker was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

Catherine Overdorf will arrive at 3:40

- b. **CFE 102 The Developing Child**

A motion was made and seconded to approve the course revisions made to CFE 102 The Developing Child. Ms. Catherine Overdorf was present to discuss the changes made to the course. Ms. Maria Clinton stated that comments were noted in CurricUNET requesting that the other assignments sections in the Homework be moved to the writing section. Motion carried pending revisions are completed and the course resubmitted to AP&P by Friday, November 4, 2011.

- c. **Online Only - CFE 102 The Developing Child**

A motion was made and seconded to approve the course revisions made to Online Only - CFE 102 The Developing Child. Ms. Catherine Overdorf was present to discuss the changes made to the course. Ms. Maria Clinton stated that comments were noted in CurricUNET requesting that question three be strengthened to better address accessibility. Motion carried pending revisions are completed and the course resubmitted to AP&P by Friday, November 4, 2011.

Mark Hoffer will arrive at 3:40

- d. **ENGL 235, Shakespeare: Tragedies and Histories**

A motion was made and seconded to approve the course revisions made to ENGL 235, Shakespeare: Tragedies and Histories. Mr. Mark Hoffer was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

- e. **ENGL 236, Shakespeare: Comedies, Romances, and Sonnets**

A motion was made and seconded to approve the course revisions made to ENGL 236, Shakespeare: Comedies, Romances, and Sonnets. Mr. Mark Hoffer was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

- f. **ENGL 272, Literature of the American West**

A motion was made and seconded to approve the course revisions made to ENGL 272, Literature of the American West. Mr. Mark Hoffer was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

Edward Beyer will arrive at 3:45

- g. **CA 175, Administering Windows Server**

A motion was made and seconded to approve the course revisions made to CA 175, Administering Windows

Server. Dr. Ed Beyer was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

Donna Meyer will arrive at 4:00

h. OT 205, Medical Office Procedures

A motion was made and seconded to approve the course revisions made to OT 205, Medical Office Procedures. Ms. Donna Meyer was present to discuss the changes made to the course. Ms. Maria Clinton stated that comments were noted in CurricUNET requesting that the prerequisites be fixed by AP&P to mirror what was previously approved. Motion carried.

Cindy Littlefield / Dean Chelette will arrive at 4:00

i. PE 129 Advanced Golf

-Course number change

A motion was made and seconded to approve the course revisions made to PE 129 Advanced Golf. Ms. Cindy Littlefield was present to discuss the changes made to the course. Ms. Maria Clinton stated that comments were noted in CurricUNET requesting that the course description include the repeatability language, which states that the course cannot be repeated more than 4 times in combination with PE 128 and PE 129. Motion carried pending revisions are completed and the course resubmitted to AP&P by Friday, November 4, 2011.

Maria Kelly will arrive at 3:45

j. RADT 106, Radiographic Clinical Practicum IA

A motion was made and seconded to approve the course revisions made to RADT 106, Radiographic Clinical Practicum IA. Ms. Maria Kelly was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

k. RADT 207, Advanced Radiographic Procedures

A motion was made and seconded to approve the course revisions made to RADT 207, Advanced Radiographic Procedures. Ms. Maria Kelly was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

l. RADT 208, Radiographic Certification Preparation

A motion was made and seconded to approve the course revisions made to RADT 208, Radiographic Certification Preparation. Ms. Maria Kelly was present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

Mary Rose Toll will arrive at 4:00

m. READ 099, Critical Reading and Study Skills

-Combined lecture and lab into one course
-Change to LHE and Student hours
-Removed corequisite requirement

A motion was made and seconded to approve the course revisions made to READ 099, Critical Reading and Study Skills. Ms. Mary Rose Toll and Dr. Ann Rees were present to discuss the changes made to the course. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

9. ACTION ITEMS – Change to Instructional Material Fee

a. ART 145, Design and Color – increase from \$12.50 to \$18.50

b. PE 191, First Aid and Emergency Care – increase from \$15.00 to \$27.00

A motion was made and seconded to approve the requested increase to the instructional material fees for items 9a-b. Mr. David Babb and Mr. Jerry Lewis were present to answer any questions related to these two courses. Ms. Maria Clinton stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

10. INFORMATIONAL ITEMS – Course Deactivation

a. CA 103L, Introduction to Microcomputers – Lab

b. OT 208, Legal Office Procedures II

Ms. Maria Clinton stated that this is an informational item for Dr. Lee Grishman to investigate the impact of this requested change. It will return to the agenda as an action item at our next meeting. Please note though that OT 208 was made obsolete by this committee September 2010 and will therefore not return for further action.

11. Courses needing update from 10-11

Language Arts -

COMM 114 Art of Storytelling - Cannot be schedule 12-13 - Submitted

Physical Education & Athletics -

PE 128 Advanced Golf – Submitted New number 129 – On the Agenda

Ms. Maria Clinton reminded the committee that these courses along with those listed below must be approved by

AP&P no later than December 8, 2011 in order to avoid scheduling restrictions as noted during the 12-13 academic year.

12. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P

Course	Scheduling Restrictions if not approved by 12/8/11	Status
Business and Computer Studies		
BUS 203, Business Law	No restrictions	Submitted
CA 103L, Intro to Microcomputers Lab	No restrictions	Submitted – <i>On the Agenda</i>
CA 175, Admin Windows 2003 Server	No restrictions	Submitted – <i>On the Agenda</i>
CIS 101L, Intro to CIS Lab	No restrictions	Submitted
CIS 161, Introduction to C Programming	No restrictions	Submitted – <i>On the Agenda</i>
MGT 115, Human Behavior in Organization	No restrictions	Submitted
MGT 212, Mgt Responsibility to Minority	No restrictions	Submitted
OT 152, Beg Medical Insurance	No restrictions	Submitted – <i>On the Agenda</i>
OT 205, Medical Office Procedures	No restrictions	Submitted – <i>On the Agenda</i>
Health Sciences		
CFE 102, The Developing Child	Cannot schedule 12-13	Submitted – <i>On the Agenda</i>
RADT 106, Radiographic Clinical Practicum IA	No restrictions	Submitted – <i>On the Agenda</i>
RADT 107, Radiographic Positioning and Procedures II	No restrictions	Submitted
RADT 108, Advanced Principles of Exposure	No restrictions	Submitted
RADT 201, Radiologic Tech Clinical Practicum III	No restrictions	Submitted
RADT 202, Radiographic Pathology	No restrictions	Submitted
RADT 203, Flourosopic Imaging & Radiation Protect	No restrictions	Submitted
RADT 207, Advanced Radiographic Procedures	No restrictions	Submitted – <i>On the Agenda</i>
RADT 208, Radiographic Certification Preparation	No restrictions	Submitted – <i>On the Agenda</i>
Language Arts		
ENGL 235, Shakespeare: Tragedy & History	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
ENGL 236, Shakespeare: Comedy, Romance	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
ENGL 272, Literature of the Amer West	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
SPAN 101HL, Elem Spanish for Heritage Learners I	No restrictions	Submitted
Math and Engineering		
DRFT 125, Mechanical Drafting	Cannot schedule Spring 2013	Submitted
DRFT 150, Intermediate 2-D Autocad	Cannot schedule Spring 2013	Submitted
DRFT 230, Architectural Drafting II	Cannot schedule Spring 2013	Submitted
ENGR 115, Basic Engineering Drawing	Cannot schedule Spring 2013	Submitted
ENGR 120, Introduction 2-D Autocad	Cannot schedule Spring 2013	Submitted
MATH 050C,	Cannot schedule Spring 2013	Submitted
MATH 050D,	Cannot schedule Spring 2013	Submitted
MATH 050E,	Cannot schedule Spring 2013	Submitted
MATH 050F,	Cannot schedule Spring 2013	Submitted
MATH 060C,	Cannot schedule Spring 2013	Submitted
MATH 060D,	Cannot schedule Spring 2013	Submitted
MATH 060E,	Cannot schedule Spring 2013	Submitted
MATH 060F,	Cannot schedule Spring 2013	Submitted
MATH 070C,	Cannot schedule Spring 2013	Submitted
MATH 070D,	Cannot schedule Spring 2013	Submitted

MATH 070E,	Cannot schedule Spring 2013	Submitted
MATH 070F,	Cannot schedule Spring 2013	Submitted
MATH 080C,	Cannot schedule Spring 2013	Submitted
MATH 080D,	Cannot schedule Spring 2013	Submitted
MATH 080E,	Cannot schedule Spring 2013	Submitted
MATH 080F,	Cannot schedule Spring 2013	Submitted
MATH 102C,	Cannot schedule Spring 2013	Submitted
MATH 102D,	Cannot schedule Spring 2013	Submitted
MATH 102E,	Cannot schedule Spring 2013	Submitted
MATH 102F,	Cannot schedule Spring 2013	Submitted
MATH 130C,	Cannot schedule Spring 2013	Submitted
MATH 130D,	Cannot schedule Spring 2013	Submitted
MATH 130E,	Cannot schedule Spring 2013	Submitted
MATH 130F,	Cannot schedule Spring 2013	Submitted
MATH 135C,	Cannot schedule Spring 2013	Submitted
MATH 135D,	Cannot schedule Spring 2013	Submitted
MATH 135E,	Cannot schedule Spring 2013	Submitted
MATH 140C,	Cannot schedule Spring 2013	Submitted
MATH 140D,	Cannot schedule Spring 2013	Submitted
MATH 140E,	Cannot schedule Spring 2013	Submitted
MATH 140F,	Cannot schedule Spring 2013	Submitted
MATH 140G,	Cannot schedule Spring 2013	Submitted
MATH 050A, Arithmetic - 1st Half	Cannot schedule Spring 2013	Submitted
MATH 050B, Arithmetic - 2nd Half	Cannot schedule Spring 2013	
MATH 070, Elementary Algebra	Cannot schedule Spring 2013	Submitted
MATH 070A, Elementary Algebra-1st Half	Cannot schedule Spring 2013	Submitted
MATH 099, Individualized Self-Study Math	Cannot schedule Spring 2013	
MATH 120, Math for Teachers	Cannot schedule 12-13	Submitted
Science		
BIOL 103, Introduction to Botany	Cannot schedule Spring 2013	Submitted
BIOL 170, Tropical Biology	Cannot schedule 12-13	
BIOL 202, General Human Physiology	Cannot schedule 12-13	Submitted
PHYS 211, General Physics	Cannot schedule 12-13	Submitted – <i>On the Agenda</i>
Physical Education & Athletics		
REC 101, Intro to Rec and Leisure	Cannot schedule Spring 2013	Submitted
REC 102, Recreational Leadership	Cannot schedule Spring 2013	Submitted
Social & Behavioral Sciences		
POLS 120, International Organizations	Cannot schedule Spring 2013	Submitted
Technical Education		
AGRI 102, Plant Pest Control	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 104, Nursery Practices	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 110, Basic Landscape Design	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 112, Plant and Landscape Maint	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 130, Environmental Gardening	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 132, Turf and Landscape Maint	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 134, Plant Identification I	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 153, Lands Const-Contrete/Masonry	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 155, Lands Const-Wood/Lighting	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 210, Advanced Landscape Design	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 212, Interior Plantscape	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 220, Landscape Irrigation	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 230, Soils and Plant Nutrition	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 234, Plant Identification II	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AGRI 250, Landscape Management	Cannot schedule Spring 2013	Submitted – <i>On the Agenda</i>
AJ 209, Public Safety Communications	Cannot schedule 12-13	Submitted – <i>On the Agenda</i>
ELTE 110, Electronic Mathematics	No restrictions	Submitted

ELTE 252, Introduction to Avionics	No restrictions	Submitted
ELTE 254, Radio Telephone License	No restrictions	Submitted
Visual & Performing Arts		
ART 116, Illustration	No restrictions	Submitted
ART 121, Intro to Computer Drawing	Cannot schedule Spring 2013	Submitted
ART 121L, Intro to Computer Drawing Lab	Cannot schedule Spring 2013	Submitted
ART 131, Ceramics	Cannot schedule Spring 2013	Submitted
ART 132, Intro to Ceramics Hand Bldg	Cannot schedule Spring 2013	Submitted
ART 213, Advanced Painting	No restrictions	Submitted
ART 216, Life Drawing	Cannot schedule 12-13	Submitted
ART 223, Advanced Computerized Drawing	No restrictions	Submitted
ART 223L, Advanced Computerized Drawing Lab	No restrictions	Submitted
ART 225, Adv Computerized Life Drawing	No restrictions	Submitted
ART 225L, Adv Computerized Life Drawing Lab	No restrictions	Submitted
ART 298, Special Studies in Art	Cannot schedule 12-13	Submitted
THA 121, Theatre Production	Cannot schedule 12-13	Submitted

13. ADJOURNMENT

A motion was made and seconded to adjourn the 10/27/11 AP&P Committee meeting at 4:38 p.m. Motion carried.

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) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 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.