



**ANTELOPE VALLEY COLLEGE**  
**ACADEMIC SENATE MEETING**  
**November 17, 2011**  
**3:00 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. October 20, 2011 (attachment)**
- 5. REPORTS (5 minutes maximum)**
  - a. Program Review – Carol Eastin**
  - b. Student Learning Outcomes (SLO) – Melanie Parker**
- 6. ACTION ITEM**
  - a. SLO Recommendation – SLO Committee Composition Revision (attachment)**
  - b. Equivalencies:**
    - **Accounting (attachment)**
    - **Office Technologies (attachment)**
    - **Real Estate (attachment)**
    - **Physics/Astronomy (attachment)**
    - **Psychology (attachment)**
- 7. DISCUSSION ITEM**
  - a. Acceptable Use of Cell/Smart Phones, Tablets, Recording Devices in the Classroom**
  - b. Statewide Academic Senate Plenary Session Report**
  - c. Feedback – Student Success Task Force**
- 8. SENATE ADMINISTRATIVE BUSINESS**
  - a. Appointments**
    - **Academic Ranking**
      - **John Thurston – Adjunct Assistant Professor**
    - **Enrollment Management Faculty Co-Chair (3 year term)**
      - **Duane Rumsey**
  - b. Announcements**
    - Accreditation Institute – February 10, 2012 – February 12, 2012, Anaheim Sheraton Park
    - Academic Academy – February 24, 2012 – February 25, 2012, Anaheim Doubletree
    - Vocational Education Leadership Institute – March 21, 2012 – March 23, 2012, San Francisco Airport Westin
    - Statewide Academic Senate Spring 2012 Plenary Session – San Francisco Airport Westin
    - Faculty Leadership Institute – June 14, 2012 – June 16, 2012, TBA
    - Curriculum Institute – July 12, 2012 – July 14, 2012, San Francisco Airport Westin
    - Statewide Academic Senate Fall 2012 Plenary Session – November 8, 2012 – November 10, 2012, Irvine Marriott
- 9. 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 Mr. Christos Valtiotis, 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  
ADDENDUM AGENDA  
November 17, 2011  
3:00 p.m. – SSV 151**

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

**1. ACTION ITEM**

- a. **AP&P Recommendation - Remove scheduling restriction on PE 135**

**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) 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**  
**November 17, 2011**  
**3:00 p.m. – SSV 151**

**1. CALL TO ORDER AND ROLL CALL**

Mr. Christos Valiotis, Academic Senate President, called the November 17, 2011 Academic Senate meeting to order at 3:00 p.m.

**2. OPENING COMMENTS FROM THE SENATE PRESIDENT**

- Mr. Valiotis announced that the Legislative Analyst's Office (LAO) reported the 2011-2012 estimated revenues to be approximately 4 billion dollars below expectations. This will generate Tier 1 and Tier 2 budget reduction scenarios. Mid-year cuts are imminent, although the ultimate impact will not be known until January or February 2012. Antelope Valley College (AVC) made budget preparations for the Tier 2 budget reduction scenario so it has prepared adequately. It is very likely the District will continue the efforts to maintain the fiscally conservative policy enacted last year and sustain a reduced summer schedule. Mr. Valiotis indicated that there has been no discussion regarding issuing pink slips, layoffs, and/or summer campus closure. All new information obtained over the winter break will be communicated via email.

**3. OPEN COMMENTS FROM THE PUBLIC**

None

**4. APPROVAL OF MINUTES**

**a. October 20, 2011 (attachment)**

A motion was made and seconded to approve the October 20, 2011 Academic Senate meeting minutes. Motion carried as corrected.

*A motion was made and seconded to amend the November 17, 2011 Academic Senate Meeting Agenda to include an additional Action Item - AP&P Recommendation - Remove scheduling restriction on PE 135. Mr. Christos Valiotis reported this item requires the immediate action of the Senate. If the Senate body decides to approve lifting the scheduling restriction then the course must be placed in the spring 2012 schedule of classes. Due to the time sensitive nature of this action item the issue cannot wait until the December 1, 2011 Senate Meeting. Motion carried.*

**5. REPORTS (5 minutes maximum)**

**a. Program Review – Carol Eastin**

Ms. Carol Eastin reported there are a few key events which have occurred with Program Review this semester. The paperwork to establish a Program Review Committee as an officially recognized and approved Academic Senate Standing Committee has been completed. The Program Review Committee was established last year but the committee composition paperwork was inadvertently overlooked and was not forwarded to the College Coordinating Council.

The Program Review Committee and the Department of Institutional Effectiveness, Research and Planning Staff have identified key content and data elements to unify campus Self-Study and Peer Review Reports. This will streamline the reporting writing process and create a consistent report template for all areas/divisions to model.

The committee approved the use of a form, which includes a rubric for evaluating reports. The committee anticipates the form will streamline and provide more structure to the Peer Review Process. The form will be assessed and modified to improve feedback and to better relate to the forthcoming changes in the Self-Study process.

The committee is still reviewing the Program Review Procedures. The revision recommendation will be forwarded to the Senate for discussion and input during the spring 2012 semester.

**b. Student Learning Outcomes (SLO) – Melanie Parker**

Ms. Melanie Parker reported several SLO/PLO support and training opportunities have been scheduled for the fall semester. A ninety minute training session was facilitated during the fall 2011 Faculty Welcome Back Day. The training session resulted in the completion of 251 completed action plans.

- Business, Computer Studies and Economic Development – 36
- Counseling and Matriculation – 7
- Health Sciences – 27
- Instructional Resources and Extended Services – 4
- Kinesiology, Dance and Athletics – 14
- Language Arts – 40
- Math, Science and Engineering – 48
- Social and Behavioral Sciences – 24
- Technical Education – 19
- Visual and Performing Arts - 32

Several training opportunities have been scheduled through the Faculty Professional Development Program to facilitate more support and training opportunities (i.e SLOs: From Data to Action Plans, SLO: Basic Training, WEAVE: Refresher Training, WEAVE: Basic Training, Assessment Week events, WEAVE Week, and WEAVE Data Days).

PLO update: a 100% of Health Sciences and Technical Education PLOs have been approved. In addition, the Music and Physical Sciences PLOs have been approved. The following PLOs are in the development or approval process: Communication Studies, English, FACE, GIS, Social and Behavioral Sciences Option II, and Mathematics.

Ms. Parker reported she has been working with the Accreditation and Program Review Coordinators and is a member of both committees in efforts to create and implement an integrated SLO/PLO, Accreditation, and Program Review processes. Dr. Fredy Aviles, the SLO Faculty Co-Chair Elect, is also participating in these committee meetings as part of the shadowing process and to ensure he is aware of all pertinent information relating to the integration of the SLO/PLO processes.

Ms. Parker attended the ACCJC Regional Workshop hosted at College of the Canyons (COC) on September 9, 2011. The main topic was Program Review and integrated planning. In addition, she attended an informational meeting at COC on November 14, 2011 to review their online Program Review and integrated planning process. COC has incorporated an automated SLO and Program Review process. In order for AVC to move towards incorporating an automated process there is a need to further work towards streamlining the Accreditation, Program Review, and SLO/PLO processes. Currently, the coordinators and chair are working at identifying how to best go about streamlining all processes in efforts to move towards incorporating an automated system and making the overall process more meaningful and the information obtained in each process more useful.

The biggest issue the committee has been working on is discussing the need to revise the SLO Committee composition. The committee needs to expand the membership to accurately reflect the needs of the campus, as well as the committee. Committee members are in agreement of the need to revise the committee composition to include division/area representatives so that they become the primary SLO/PLO point person for SLO/PLO training and assistance. Ms. Parker stated the committee was also in agreement to include an Operational Area representative, Associated Student Organization representative, and an Adjunct Faculty representative. She is hoping the Academic Senate will confirm the recommendation as the work of the committee has increased immensely and there is a need for additional trained faculty on campus to assist in SLO/PLO work.

## 6. ACTION ITEMS

### a. SLO Recommendation – *SLO Committee Composition Revision* (attachment)

A motion was made and 2<sup>nd</sup> to approve the SLO Committee recommendation to revise the committee composition. Ms. Parker stated the committee has been discussing revising the committee composition to reflect and distribute the work required on campus. There is a tremendous workload issue and the new committee composition will facilitate a division/area point person for faculty to go to when there are SLO/PLO issues or concerns. Currently, Ms. Parker is the primary resource for campus SLO/PLO work with the assistance of committee members. This method is not efficient or realistic which is why the committee is recommending moving to an Academic Senate/AP&P Committee model. There is a great need to incorporate division/area representatives to ensure SLO/PLO information is regularly discussed and becomes part of the institutional culture. Motion carried.

### b. Equivalencies:

- **Accounting (attachment)**

*A motion was made and seconded to approve the Accounting discipline equivalency. Division faculty decided that no equivalency is needed because the minimum quails are sufficient. Motion carried.*

- **Office Technologies (attachment)**

*A motion was made and seconded to approve the Office Technologies discipline equivalency. Division faculty were in consensus the current minimum qualification established is sufficient for hiring purposes and alternate equivalency language is not needed for this discipline. Motion carried.*

- **Real Estate (attachment)**

*A motion was made and seconded to approve the Real Estate discipline equivalency. Division faculty were in consensus the current minimum qualification established is sufficient for hiring purposes and alternate equivalency language is not needed for this discipline. Motion carried.*

- **Physics/Astronomy (attachment)**

*A motion was made and seconded to approve the Physics/Astronomy discipline equivalency. Division faculty were in consensus the current minimum qualification established is sufficient for hiring purposes and alternate equivalency language is not needed for this discipline. Mr. Valiotis stated the Physics/Astronomy discipline had agreed upon equivalency language previously and this equivalency request is inaccurate. He requested for the Senate to fail the motion so that discipline faculty submit the correct. Motion failed.*

- **Psychology (attachment)**

*A motion was made and seconded to approve the Psychology discipline equivalency. Division faculty were in agreement that the previously approved equivalency language approved by the Academic Senate in February 2008 will sufficiently meet the needs for any future hiring opportunities in the Psychology discipline. Motion carried.*

### c. AP&P Recommendation – **Remove scheduling restriction on PE 135** (attachment)

A motion was made and seconded to approve the recommendation from AP&P to remove the scheduling restriction on PE 135. Ms. Maria Clinton, AP&P Faculty Co-Chair, reported the AP&P committee reluctantly approved lifting the scheduling restriction for PE 135. Again there are extenuating circumstances where several students need the course for transfer/degree purposes. If this were not the case, the AP&P committee would not have approved lifting the schedule restriction for the spring 2012 semester. Committee members approved lifting the scheduling restriction in efforts to put students first and are not taking this action lightly. It is not likely the AP&P committee will forward any future recommendations to lift scheduling restrictions. Motion carried.

## 7. DISCUSSION ITEM

### a. **Acceptable Use of Cell/Smart Phones, Tablets, and/or Recording Devices in the Classroom**

Mr. Valiotis stated he has a recommendation for the Senate in regards to the acceptable use of cell/smart phones, tablets, and/or recording devices in the classroom. A memo was received from the Chancellor's

Office regarding the acceptable use of cell/smart phones, tablets, and/or recording devices in the classroom if not used in an appropriate manner. This has become an issue because a faculty member in Northern California removed a cell phone from a student and the American Civilian Liberties Union (ACLU) became involved in the case. Students have access to technology use in the classroom and the Community College League of California (CCLC) has recently recommended districts establish a local policy on the appropriate uses of these technological devices in the classroom. Mr. Valiotis recommended that the Senate delegates to the Distance Education and Technology Committee (DETC) to develop recommendations for appropriate use for these devices in the classroom. This is a great opportunity for faculty to recognize the opportunity to broaden their curriculum, if they choose. The DETC is the best group to address this issue since they are aware and understand the capabilities and uses of technology in the classroom. The DETC can draft policy language and allow the Senate to further discuss and request feedback from divisions/areas accordingly, prior to approval. The policy will need to include restrictions of usages as well as discourage cheating (i.e. taking pictures of exams during review process). Ultimately, any policy language drafted and approved should not restrict faculty from using technological devices in the classroom which is why the DETC is the appropriate committee to work on developing language to address this issue. Several faculty may already address the use of technological devices in their course syllabi and should forward language to Mr. Rick Balogh, DETC Faculty Co-Chair, to consider when drafting policy language. Senators were in consensus to defer this issue and the drafting of policy language to the DETC. The DETC will begin working on this issue during the spring 2012 semester and will forward drafted language by the end of the spring semester.

**b. Statewide Academic Senate Plenary Session Report**

Mr. Valiotis reported the topic emphasized at the Fall Statewide Academic Senate Plenary Session was the Student Success Task Force Recommendations. The Task Force consisted of twenty-four members' total, four which are faculty members.

Seventy-eight resolutions were initiated at the plenary session based on the Task Force recommendations. A significant amount of time was devoted to the review and discussion of the Task Force recommendations including several town hall meetings coordinated prior to the Statewide Academic Senate Plenary Session. There were two major topics of discussion: performance based funding, and repeatability. The performance based funding issue seems to be a dead issue, as all Task Force members are now in agreement to move away from this action as it doesn't fit the California Education model. The repeatability issue is still a major issue. At the Fall Statewide Academic Senate Plenary Session a resolution was passed to allow students 350 hours repeatable hours total for non-performance based courses. The current language only allows students to take all courses a maximum of one to two times total depending on the type of course. In addition, a resolution was passed to address the repeatability requirements needed for performance based courses (i.e. music courses). The resolution allowed for performance based courses to be repeated a maximum of four times. Visual and Performing Arts representatives were directed to discuss whether a performance based course taken four times is sufficient for program and transfer requirements.

Some of the other issues discussed are initiating a common assessment and Basic Skills funding. The Chancellor's Office would like to initiate this action by proposing additional funding to Districts that adopt the common assessment and implement a score card template for assessment purposes. At the Fall Statewide Plenary Session a resolution was passed to remove the inclusion of a score card. In addition, the Chancellor's Office wants to incentivize colleges for initiating Basic Skills changes. The general agreement at the state senate plenary was that incentivization would encourage cheating.

Mr. Valiotis stated the deadline to submit feedback is quickly approaching. All feedback is needed no later than December 1, 2011 for approval on January 9, 2012. It is the responsibility of all faculty to thoroughly read and discuss the Task Force recommendations with constituent faculty. The Language Arts division faculty divided the Task Force Recommendations into more manageable sections. Individual faculty members will distribute a list of issues and concerns to constituent faculty for further discussion. Senators were encouraged to take similar action but to prepare to provide all feedback no later than December 1, 2011.

**c. Feedback – Student Success Task Force Recommendations**

Mr. Valiotis stated feedback responses to the drafted Student Success Task Force Recommendations are extremely important. He realizes the document is a bit lengthy and difficult to read, although the ultimate outcome will directly impact the work of faculty in classrooms. This is not the time to be complacent but a time to ensure the concerns and voices of discipline faculty are recognized. Discipline faculty need to understand this issue pertaining to student success was intended to go straight to the Legislature without faculty input. Faculty were able to raise enough concern and speak to the necessity of being included in the conversation when trying to define student success. It is time for faculty to come up with recommendations on how to adequately address student success. The final Senate meeting for the fall semester is the last opportunity for Senators to present feedback on the drafted recommendation. All feedback must be submitted to the Statewide Academic Senate by mid-December for inclusion in the final recommendations which set to be approved in January 2012.

Mr. Van Rider stated discipline faculty in Instructional Resources and Extended Services discussed the tone of the drafted recommendations and the lack of emphasis on the collective work performed by faculty. The draft is written in a tone that paints a picture of faculty failing the higher education system, which is not an accurate depiction of faculty work.

Mr. Valiotis responded the tone of the document is only a small part of the proposed recommendations and has not gone unnoticed. There are few elements in the document that are no longer issues. The combining of categorical funding is no longer an issue because the Chancellor's Office is against this recommendation. Implementing a centralized assessment across California Community Colleges cannot be facilitated at this time due to the lack of funding. The recommendation to incentivize colleges that agree to accept a score card template is not something that will occur in the foreseeable future due to the State budget crisis. Recent survey results were received which indicated California Community Colleges were given a 62% approval rating, whereas the California State University and University of California systems received a much lower rating. The results provide added impetus to include the faculty voice to the drafted recommendations.

Ms. MaryAnne Holcomb provided the Business, Computer Studies and Economic Development (BCSED) division feedback on the drafted recommendations (see attached), and highlight two points of concern. She paraphrased the concern regarding mandating faculty to attend Professional Development activities to improve the basic skill levels of students. Division faculty believe including some professional development sessions on basic skills to facilitate an understanding of students' needs. Discipline faculty believe the district is not putting students first, but instead are placing emphasis on institutional funding. In addition, Ms. Holcomb also paraphrased another concern expressed by BCSED division faculty. She stated requiring students to select a course of study by the end of their second term in school completely goes against the advantages of attending a community college. Students often attend community colleges to determine where their interests are. If students are forced to declare a major they may get frustrated with their choice and quit school altogether. Mr. Valiotis responded to the BCSED concerns. He stated Professional Development is mandated by Title 5 and was a movement which was supported by faculty to facilitate the opportunity to stay current in disciplines. Professional Development was never completely funded by the State. The recommendation to require students to select a course of study by the end of the second term was established as a condition of the BOGG Fee Waiver.

Mr. Ty Mettler stated the recommendation to have students address basic skills prior to beginning their major course of study will place an undue burden on students in Technical Education Programs. Many of the Technical Education Program students are working full-time while trying to complete their technical education courses. Implementing this recommendation would unjustly penalize these students. Ms. Maria Clinton, AP&P Faculty Co-Chair, stated this recommendation can be instituted by including pre-requisites for courses and should not be mandated at the state level. Ms. Susan Knapp stated this is very troubling to hear because students will tend to fade away because their courses will not be interesting to them.

Mr. Valiotis stated he is not sure if the overall tone of the recommendation document will be changed with faculty input. He is hopeful with the approval of resolutions the faculty voice will be strengthened and included taken into consideration when the draft goes forward for approval. The last Senate meeting for the fall semester will include the final opportunity for faculty to submit feedback on the drafted

recommendations. The document will be broken down into smaller sections for the Senate body to thoroughly review and discuss.

**8. SENATE ADMINISTRATIVE BUSINESS**

**a. Appointments**

• **Academic Ranking**

- John Thurston – Adjunct Assistant Professor

*A motion was made and seconded to approve the academic ranking request of Adjunct Assistant Professor for Mr. John Thurston. Motion carried.*

• **Enrollment Management Faculty Co-Chair (3 year term)**

- Duane Rumsey

*A motion was made and seconded to approve the appointment of Duane Rumsey as the Enrollment Management Faculty Co-Chair for a three year term beginning fall 2012. Motion carried.*

**b. Announcements**

- Accreditation Institute – February 10, 2012 – February 12, 2012, Anaheim Sheraton Park
- Academic Academy – February 24, 2012 – February 25, 2012, Anaheim Doubletree
- Vocational Education Leadership Institute – March 21, 2012 – March 23, 2012, San Francisco Airport Westin
- Statewide Academic Senate Spring 2012 Plenary Session – San Francisco Airport Westin
- Faculty Leadership Institute – June 14, 2012 – June 16, 2012, TBA
- Curriculum Institute – July 12, 2012 – July 14, 2012, San Francisco Airport Westin
- Statewide Academic Senate Fall 2012 Plenary Session – November 8, 2012 – November 10, 2012, Irvine Marriott

**9. ADJOURNMENT**

A motion was made and seconded to adjourn the November 17, 2011 Academic Senate Meeting at 4:28 p.m. Motion carried.

MEMBERS PRESENT			
Ron Chapman	Perry Jehlicka (proxy)	Terry Rezek	John Toth
Chris Dundee	Susan Knapp	Van Rider	Christos Valiotis
Luis Echeverria	Ken Lee	Alexandra Schroer	Larry Veres
Glenn Haller	Ty Mettler	Casey Scudmore	Pavinee Villapando
Jack Halliday	Mike Pesses	Ken Shafer	Denise Walker (proxy)
MaryAnne Holcomb	Berkeley Price	Elizabeth Sundberg	
MEMBERS ABSENT		GUEST PRESENT/EX-OFFICIO MEMBERS	
Mark Covert	Sandra Robinson	Rick Balogh	Carol Eastin
Mike Hancock		Maria Clinton	Melanie Parker



ANTELOPE VALLEY COLLEGE

College Coordinating Council  
Committee Information Sheet

**Student Learning Outcome Committee 2011 – 2012**

*Committee Name*

	Appointed By	Individual	Term	Expiration Date
<b>Co-Chair</b>	Academic Senate – Faculty		3	
<b>Co-Chair</b>	Dean of Institutional Effectiveness, Research, and Planning		Standing Member	Standing Member
Admin. Member	Academic Dean		3	
Admin. Member	Student Services Dean		3	
Research Analyst	Research Analyst – by position		Standing Member	Standing Member
Divisional Faculty Rep	Business, Computer Studies, and Economic Development		3	
Divisional Faculty Rep	Health Sciences		2	
Divisional Faculty Rep	Instructional Resources/Extended Services		3	
Divisional Faculty Rep	Language Arts		2	
Divisional Faculty Rep	Math, Science and Engineering		3	
Divisional Faculty Rep	Kinesiology, Athletics and Dance		2	
Divisional Faculty Rep	Social and Behavioral Sciences		3	
Divisional Faculty Rep	Visual and Performing Arts		2	
Divisional Faculty Rep	Technical Education		3	
Divisional Faculty Rep	Counseling and Matriculation		2	
Academic Affairs	Academic Senate		2	
Student Services	Academic Senate		2	
Adjunct Faculty Rep	Academic Senate		2	
Confidential Management Rep	Confidential Management (OOs)		2	
Classified Employee Rep	Classified Employee		2	
ASO Rep	ASO – Non Voting Ad Hoc		1	

**Type of Committee/Authority:**

Academic Senate Standing Committee.

**Purpose:**

Student Learning Outcomes (SLOs) are specific observable characteristics that allow staff and faculty to determine or demonstrate evidence that learning has occurred as a result of a specific course, program, activity, or process. The SLO Committee will determine a campus-wide process for the uniform implementation and assessment of Student Learning Outcomes at the course, program, and department level. A Faculty Co-chair and the Dean of Institutional Effectiveness, Research, and Planning are responsible for chairing the committee and overseeing that the functions of the SLO Committee are met.

**Function:**

- Provide support and training
- Recommend and provide samples of effective assessment tools
- Provide connections to current campus practices
- Provide support and data in program review
- Provide support and data to the accreditation reports
- Ensure that Student Learning Outcomes (SLOs) are connected to Institutional Learning Outcomes (ILOs)
- Act as resource group and maintain liaisons to AP&P

**Committee submits recommendations to:**

**(To whom does the committee submit recommendations?)**

Academic Senate

**Composition:**

Faculty Co-Chair

Dean of Institutional Effectiveness, Research and Planning, Administrative Co-Chair

(1) Academic Dean

(1) Student Services Dean

(1) Research Analyst, by position

(10) Divisional Representatives – 1 faculty rep. per academic division, and 1 faculty rep. from Student Services

(1) Academic Affairs Representative - At Large

(1) Student Services Representative - At Large

(1) Adjunct Faculty Representative

(1) Classified Representative

(1) Confidential Management Representative (Operational Area Rep.)

(1) ASO Representative (Ad hoc – Non Voting)

**Terms:**

Staggered 3 year terms for all committee members.

**Quorum:**

A simple majority of the committee's voting membership.

**Meetings:**

Meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month during the fall/spring semesters from 3:00 p.m. to 4:30 p.m.

**Minutes/Records:**

Minutes are posted to the public Senate website and are housed in the Academic Senate Office.

**Prepared by:**

/ gmk

**Date: November 15, 2011**

---



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE

Minimum Qualification and Equivalency Review Form

The discipline faculty in the BCSED division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Accounting.

The discipline faculty agree that: (Select **only** one)

- an equivalency for this discipline is not needed.** *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- a new equivalency.**
- the current (within the last three years) Academic Senate approved equivalency does not need revision.** *The Minimum Qualification for the designated discipline has not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The Minimum Qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The approved equivalency is below the Education Code Section 87359 which requires individuals employed by the district to possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposed for Senate review).*

Date: 10/25/11

Marylaine Holcomb  
Academic Senate Representative

\_\_\_\_\_  
Academic Senate Representative

Discipline Faculty:  
Stacey R. Adams  
\_\_\_\_\_  
\_\_\_\_\_

Equivalency Committee Approval:

Member Initials: \_\_\_\_\_

\_\_\_\_\_  
Equivalency Committee Chair Date



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE
Equivalency Review Form

The discipline faculty in the Business, Computer Studies, and Economic Development division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Office Technologies.

The discipline faculty agree that: (Select only one)

- an equivalency for this discipline is not needed.
a new equivalency.
the current (within the last three years) Academic Senate approved equivalency does not need revision.
the current (within the last three years) Academic Senate approved equivalency requires revision.
the current (within the last three years) Academic Senate approved equivalency requires revision.

Date: 10-14-11

Maryanne Holcomb
Academic Senate Representative

Academic Senate Representative

Discipline Faculty:

Danna Meyer
[Signature]

[Signature lines]

## **ANTELOPE VALLEY COLLEGE**

**Business, Computer Studies, and Economic Development Division**

**Minimum Qualifications & Equivalencies**

**Office Technologies**

**(Secretarial skills, office systems, word processing, computer applications, automated office training)**

**Minimum Qualifications: Any Bachelor's degree AND two years of experience OR any Associate degree and six years of experience.**

**Academic Affairs Division, California Community Colleges**

**Antelope Valley College Equivalency:**

- ***Equivalency not needed, per division faculty.***



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE

Minimum Qualification and Equivalency Review Form

The discipline faculty in the BCSED Division division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Real Estate.

The discipline faculty agree that: (Select **only** one)

- an equivalency for this discipline is not needed.** *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- a new equivalency.**
- the current (within the last three years) Academic Senate approved equivalency does not need revision.** *The Minimum Qualification for the designated discipline has not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The Minimum Qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The approved equivalency is below the Education Code Section 87359 which requires individuals employed by the district to possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposed for Senate review).*

Date: 10/26/2011

Mary Anne H. Combs  
Academic Senate Representative

\_\_\_\_\_  
Academic Senate Representative

Discipline Faculty:  
Steven J. Anderson  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Equivalency Committee Approval:

Member Initials:

\_\_\_\_\_  
Equivalency Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE  
Equivalency Review Form

The discipline faculty in the Math Science and Engineering division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Physics and Astronomy.

The discipline faculty agree that: (Select **only** one)

- an equivalency for this discipline is not needed.** *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- a new equivalency.**
- the current (within the last three years) Academic Senate approved equivalency does not need revision.** *The Minimum Qualification for the designated discipline has not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The Minimum Qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision.** *The approved equivalency is below the Education Code Section 87359 which requires individuals employed by the district to possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposed for Senate review).*

Date: 10/19/11

Mike Pesses  
Academic Senate Representative

[Signature]  
Academic Senate Representative

Discipline Faculty:

Joseph T...  
[Signature]  
[Signature]

[Signature]  
Mark McGovern  
Christos Valiotis



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE  
Equivalency Review Form

The discipline faculty in the Social Science division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Psychology.

The discipline faculty agree that: (Select only one)

- an equivalency for this discipline is not needed. *The Minimum Qualifications for the designated discipline contains a broad range of degree requirements for all those who are prepared to teach within the discipline.*
- a new equivalency.
- the current (within the last three years) Academic Senate approved equivalency does not need revision. *The Minimum Qualification for the designated discipline has not changed.*
- the current (within the last three years) Academic Senate approved equivalency requires revision. *The Minimum Qualifications for the designated discipline have changed (attach revised equivalency proposal for Senate review).*
- the current (within the last three years) Academic Senate approved equivalency requires revision. *The approved equivalency is below the Education Code Section 87359 which requires individuals employed by the district to possess qualifications that are at least equivalent to the applicable Minimum Qualifications or no longer meets the criteria set forth by the AVC Academic Senate Equivalency Procedure and, therefore, needs revision (attach revised equivalency proposed for Senate review).*

Date: 10/24/11

\_\_\_\_\_  
Academic Senate Representative

\_\_\_\_\_  
Academic Senate Representative

Discipline Faculty:

[Signature]  
Fredy [Signature]  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ANTELOPE VALLEY COLLEGE**

**Social and Behavioral Sciences Division  
Minimum Qualifications & Equivalencies  
Psychology**

**Minimum Qualifications: Master's in psychology OR Bachelor's in psychology AND Master's in counseling, sociology, statistics, neuroscience, or social work**  
Academic Affairs Division, California Community Colleges

Antelope Valley College Equivalency:

- Master's degree in Counseling, Sociology, Statistics, Neuroscience, Social Work, or Clinical Psychology and a Bachelor's degree in any of the Social and Behavioral Sciences with 24 semester units (or equivalent quarter units) in Psychology, with 18 of those units in upper division or graduate units.



October 24, 2011

ANTELOPE VALLEY COLLEGE

**To: AP & P Committee**

**From: Division of Kinesiology, Athletics & Dance**

**Subject: PE 135-Physical Conditioning**

Due to missing the deadline in having PE 135 processed by the AP & P Committee, we are respectfully asking the AP & P Committee to reconsider the placement of PE 135, Physical Conditioning in the Spring 2012 schedule.

This is a very important course not only for the general student population but also for our student athletes. Because of the reduced class offerings each semester our student athletes are forced into taking PE 135 instead of PE 140 which is pre-season conditioning for athletes. The rigid NCAA requirements for transfer force many athletes to take academic classes during the time slot they would take PE 140. Therefore, we must put the athletes in the PE 135 class. During any one semester, we may have from 25 to 30% of our student athletes enrolled in the PE 135 classes.

Your consideration of this matter would be greatly appreciated and your approval will greatly benefit our students.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Covert", written over a horizontal line.

Mark Covert, Faculty

A handwritten signature in black ink, appearing to read "Cindy Littlefield", written over a horizontal line.

Cindy Littlefield, Faculty

A handwritten signature in black ink, appearing to read "Newton Chelette", written over a horizontal line.

Newton Chelette, Dean

*Antelope Valley College. . .Imagine the Possibilities*

Antelope Valley Community College District  
3041 West Avenue K • Lancaster, California 93536-5426 • (661) 722-6300