

ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE MEETING

December 2, 2010 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. November 18, 2010 (attachment)
- 5. REPORTS
 - a. Accreditation Patricia Márquez
 - b. AP&P Maria Clinton
 - c. Faculty Professional Development Committee Kathryn Mitchell
 - d. Program Review Carol Eastin
 - e. Student Learning Outcomes Committee Melanie Parker
 - f. Tenure & Evaluation Jennifer Gross

5. ACTION ITEM

- a. Equivalencies:
 - Auto Body Technology (attachment)
 - Automotive Technology (attachment)
 - Chemistry (attachment)
 - Drafting (attachment)
 - Earth Science (attachment)
 - Electronic Technology (attachment)
 - Engineering (attachment)
 - Fashion and Related Technologies (attachment)
 - Geography (attachment)
 - Reading (attachment)
 - Welding (attachment)

6. DISCUSSION ITEM

- a. Deadline to add students LaDonna Trimble
- b. GED Program Update Ted Younglove
- c. Tenure and Evaluation Feedback
- d. Hiring Procedure Revision: V.P. Designee

7. SENATE ADMINISTRATIVE BUSINESS

- a. Announcements
 - 2011 Vocational Education Leadership Institute January 27-29, 2011 Newport Beach, CA
 - 2011 Teaching Institute February 25-26, 2011 San Jose, CA
 - 2011 Accreditation Institute March 18-19, 2011 Napa, CA
 - 2011 Spring Plenary Session April 14-16, 2011 San Francisco, CA
 - 2011 Faculty Leadership Institute June 16-18, 2011 Monterey, CA (TBC)
 - 2011 Student Learning Outcomes Institute July 13, 2011 San Diego, CA
 - 2011 Curriculum Institute July 14-16, 2011 San Diego, CA

8. 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 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.



December 2, 2010 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

Mr. Christos Valiotis called the December 2, 2010 Academic Senate meeting to order at 3:02 p.m.

2. OPENING COMMENTS FROM THE SENATE PRESIDENT

Budget update – According to the most recent information the budget projections are not good. There will be no growth money from the state due to the growing deficit of \$6 billion. We are likely to cut other courses to mitigate the growth that we have already built in our spring schedule.

Classified Position – 2 new custodial positions and 1 utility position will be available with the opening of the new health sciences building. In addition, AVC will be looking for an Athletic Turf staff replacement.

Tax Increases – to offset the budge deficit, the State of California is looking to impose higher taxes.

A motion was made and seconded to approve the addendum agenda to include additional equivalency requests as action items. Motion carried.

3. OPEN COMMENTS FROM THE PUBLIC

There were no comments from the public.

4. APPROVAL OF MINUTES

a. November 18, 2010 (attachment)

A motion was made and seconded to approve the November 18, 2010 Academic Senate minutes. Motion carried as corrected.

5. REPORTS

a. Accreditation – Patricia Márquez

Ms. Marquez informed the Senate that she has now completed both projects that were reported on at the last Senate meeting. Currently, she is close to completing the Accreditation Substantive Change Report. It is needed to obtain accreditation change in regards to the Palmdale Center and now that additional courses that constitute 50% or more of a program offered through a mode of distance or electronic delivery. Pending information from the Distance Education Committee, the draft should be available for campus review in January. The campus will be informed via email.

b. AP&P - Maria Clinton

Ms. Clinton informed the Senate that AP&P has been working on the following:

- -The AP&P committee continues with the implementation of CurricUNET. The AP&P co chair has conducted 15 training workshops for the fall 2010 semester. Two to three more CurricUNET workshops will be conducted for the spring 2011 semester as well.
- -Work will continue over intersession with the continued modifications to the C-net software program for AVC.
- -For the 2010-11 academic year there are 248 course outlines of record that need to be updated. As of today 65 course outlines of records have been updated. There are 183 course outlines of records that still needed to be update. What has been noted so far, with regards to the implementation of the new approval process (CurricUNET), is that some faculty representatives (department chairs/discipline coordinators) and deans, have not been logging on to the system and reviewing and taking action.
- -December 9, 2010 is the last meeting were both major and minor revisions to course outlines of records can be approved and included in the 2011-12 catalog, and Feb 24th, 2011 is the deadline for non substantial revisions to course outlines of record can be included into the 2011-12 college catalog.

c. Faculty Professional Development Committee - Kathryn Mitchell

Ms. Mitchell was present and stated that the 2011-2012 request for proposals will be sent out in the next month and are due 2/28/11. In addition, the committee has revised the proposal form to clarify the proposal process and to align more closely to the Chancellor's Office activity categories. She also stated that they are in the process of reviewing the adjunct contracts for the fall semester.

d. Program Review - Carol Eastin

Ms. Eastin was present and provided all Senate members with a summary of the November 18, 2010 presentation by Dr. Barbara Beno. She requested that this summary be taken back to the divisions and emphasis be placed on student achievement and learning as it pertains to the programs. She also provided the committee with a rubric for evaluating institutional effectiveness.

e. Student Learning Outcomes Committee – Melanie Parker

Ms. Melanie Parker was present and stated that since the November 4, 2010 Senate Report the SLO Committee has:

Planned to provide further support and training:

- At least four two hour sessions of WEAVE training TBA during Intercession
- Preliminary planning completed for Spring Welcome Back Day SLO Workshop Workshop Description:

"Got Data - Now What?"

Have you assessed SLOs and can't figure out what comes next? Join the dialogue as we analyze data, write action plans, and learn how to "close the loop" to implement effective change. This is a working season; bring your own assessment data or use ours to work through an example from start to finish.

Provided connections to current campus practices:

• Established a timeline for SLO-related work to be accomplished during Spring semester.

February - Meet in "break-out" sessions with divisions needing assistance in PLO/PLO assessment writing

Finalize survey to assess GE PLOs and be ready to pilot Curriculum map completed for GE PLOs

April 15- Deadline to submit PLOs, including curriculum map and proposed cycle of assessment, to SLO Committee.

June 10- Deadline to enter SLO assessment data and related action plans from the 2010-2011 cycle.

Deadline to submit revised PLOs, curriculum maps, and proposed cycles of assessment.

 Verified need and began establishment of another entity level in WEAVE that will specifically handle PLOs for each program and certificate. Currently, PLOs are listed under department headings; where multiple degrees or certificate are offered in a department this will clarify the process.

Ensure that SLOs are connected to ILOs:

- Ongoing technical review of new and revised SLOs, PLOs, and OOs
- Established a WEAVE technical review process; random sampling of courses from 2009-2010 cycle will be conducted during Intercession/Spring. Goal is to improve quality and see definitively where we need to provide more support and assistance. (Reports may show that data was entered for a course but without review, we have no way to verify quality.)

f. Tenure & Evaluation – Jennifer Gross

Ms. Gross was present and stated that her committee went to a paper format, which will assist instructors in peer evaluations, and is in the process of collecting data.

5. ACTION ITEM

a. Equivalencies:

- Aeronautics (attachment)
- Administration of Justice (attachment)
- Air Conditioning, Refrigeration, Heating (attachment)
- Auto Body Technology (attachment)
- Automotive Technology (attachment)

- Chemistry (attachment)
- Drafting (attachment)
- Earth Science (attachment)
- Electricity (attachment)
- Electronic Technology (attachment)
- Engineering (attachment)
- Fashion and Related Technologies (attachment)
- Fire Technology (attachment)
- Geography (attachment)
- Interior Design (attachment)
- Ornamental Horticulture (attachment)
- Reading (attachment)
- Welding (attachment)

Mr. Valiotis requested a motion to approve item 5a stating that local senates can develop their own equivalencies based on current Title 5 language. Motion carried.

6. **DISCUSSION ITEM**

a. Deadline to add students - LaDonna Trimble

Ms. LaDonna Trimble was not present to discuss this item.

b. GED Program Update - Ted Younglove

Mr. Valiotis distributed the GED Sustainability Analysis chart and requested the committee members to take this back to their divisions and decide whether or not we wish to pursue a program discontinuance process or have it remain on hiatus. He asked to committee to keep in mind that this analysis does not take into consideration the cost to administer the program or use campus facilities. He stated that this would return to the agenda on in early spring.

c. Tenure and Evaluation Feedback

Mr. Valiotis requested the representatives to relay any department concerns with this issue. The following are the comments:

Health Sciences – has not discussed yet

IRS – The faculty did not have any concerns with the recommended changes

Language Arts – Asked if the faculty chair for this committee had enough release time, some reservations

Math, Science and Engineering – In favor

Physical Education – has not discussed yet

Student Services/Counseling – In favor

Student Services/OSD – In favor, workload concerns

Technical Education – In favor, workload concerns

VAPA – In favor

Social Behavioral Sciences – Faculty are completely opposed and had some concerns with the statements referencing the destruction of documents. Ms. Gross stated that this is done to preserve the integrity of the final signed document that appears in the personnel file.

At-Large, Susan Knapp - In favor

Nursing – In favor

Adjuncts – In favor

Mr. Valiotis requested that those representatives who did not respond today send an email with their divisions' response.

d. Hiring Procedure Revision: V.P. Designee

Mr. Valiotis requested the representatives to relay any department concerns with this issue. The following are the comments:

Health Sciences – has not discussed yet

IRS – The faculty did not have any concerns and felt this was a practical change Language Arts – Offered a two step process where the VP was present for one of the two steps Math, Science and Engineering – Wanted to clarify who the designee would be Physical Education - has not discussed yet

Student Services/Counseling – Agreed with the changes

Student Services/OSD – Agreed with the changes

Technical Education – Wanted to clarify who the designee would be and whether that person would be present throughout the process.

VAPA – has not discussed yet

Social Behavioral Sciences – has not discussed yet

Adjuncts – No comments

Union – stated that consistency is key

Mr. Valiotis requested that those representatives who did not respond today send an email with their divisions' response.

7. SENATE ADMINISTRATIVE BUSINESS

- a. Announcements
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 - 2011 Curriculum Institute July 14-16, 2011 San Diego, CA

8. ADJOURNMENT

A motion was made and seconded to adjourn the December 2, 2010 Academic Senate Meeting at 4:37 p.m. Motion carried.

MEMBERS PRESENT		
Paul Ahad	Mike Hancock	Alex Schroer
Enrique Camacho	Susan Knapp	Casey Scudmore
Ron Chapman	Kathy Moore	Ken Shafer
Mark Covert	Mike Pesses	Justin Shores
Bonnie Curry (proxy)	Berkeley Price	Susie Snyder (proxy)
Luis Echeverria	Harish Rao	John Toth
Glenn Haller	Terry Rezek	Christos Valiotis
Jack Halliday	Van Rider	Larry Veres
GUEST PRESENT		MEMBERS ABSENT
Maria Clinton	Patricia Marquez	Sandra Robinson
Carol Eastin	Kathryn Mitchell	Elizabeth Sundberg
Jennifer Gross	Melanie Parker	
Susan Lowry		

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The dis	cipline faculty agree that: (Select only one)		
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Discip	line Faculty:		
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Technical Education Division Minimum Qualifications & Equivalencies Auto Body Technology

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

- College work, military training, or nationally recognized certifications equivalent to a Baccalaureate degree and two years of related occupational experience in the discipline; or, college work, military training, or nationally recognized certifications equivalent to an Associate degree plus six years of occupational experience related to the discipline, OR
- Eight years of experience in the collision repair occupation, two years of which must have included assignment as a supervisor, instructor, trainer or owner of a collision repair business.



(2008)	minimum Qualifications for Faculty and Administrators in California Community Colleges for the disciplines I for Lec Lec.		
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Technical Education Division Minimum Qualifications & Equivalencies Auto Technology

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- Eight years of experience in the automotive service occupation, two years of which must have included assignment as a supervisor, instructor, trainer or owner of an automotive service shop.



The discipline faculty in the <u>Math, Science and Engineering</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Chemistry</u>.

The dis	scipline faculty agree that: (Select only one)		
X	an equivalency for this discipline is not needed. designated discipline contains a broad range of deprepared to teach within the discipline.		
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The discipline faculty in the <u>Math, Science and Engineering</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Drafting</u>.

The dis	scipline faculty agree that: (Select only one)		
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	Academic Senate Representative	Academic Senate Representative	
Discipl	ine Faculty:		
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The discipline faculty in the <u>Math, Science and Engineering</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Earth Science</u>.

The dis	scipline faculty agree that: (Select only one)		
X	an equivalency for this discipline is not needed. The designated discipline contains a broad range of degree prepared to teach within the discipline.		
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(2008)	recipline faculty in the <u>TECHNICAL EDUCATION</u> division/area have reviewed the most current Minimum Qualifications for Faculty and Administrators in California Community Colleges for the ng disciplines <u>Electronics</u> .		
The dis	cipline faculty agree that: (Select only one)		
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Discip	line Paculty: Lun Januar		
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Technical Education Division Minimum Qualifications & Equivalencies Electronics

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

- College work, military training, or nationally recognized certifications equivalent to a
 Baccalaureate degree and two years of related occupational experience in the discipline;
 or, college work, military training, or nationally recognized certifications equivalent to an
 Associate degree plus six years of occupational experience related to the discipline, AND
- Eight years of experience in the electronics technology occupation, two years of which must have included assignment as a supervisor, instructor, or trainer in the electronics technology occupation.



The discipline faculty in the <u>Math, Science and Engineering</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Engineering</u>.

The dis	scipline faculty agree that: (Select only one)		
A	an equivalency for this discipline is not needed. The designated discipline contains a broad range of degree prepared to teach within the discipline.		
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The discipline faculty in the **TECHNICAL EDUCATION** division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines Fashion KRelated tech 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: Academic Senate Representative idemic Senate Representative Discipline Faculty: Member Initials: Equivalency



Technical Education Division Minimum Qualifications & Equivalencies Fashion and Related Technologies

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

- College work equivalent to a Baccalaureate degree and two years of related occupational experience in the discipline; or, college work equivalent to an Associate degree plus six years of occupational experience related to the discipline, **OR**
- Eight years experience as a supervisor, instructor, trainer, or owner of a custom fashion design business, two years of which must have included assignment as an instructor, trainer or supervisor in the fashion field.



The discipline faculty in the <u>Math, Science and Engineering</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Geography</u>.

The dis	scipline faculty agree that: (Select only one)		
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	Academic Senate Representative	Academic Senate Representative	
Discipl	ine Faculty:		
	Michael Pesses WR		
	encyCommittee Approval: Custuleur 1 20 0 ency Committee Chair Date	Member Initials:	



The discipline faculty in the <u>Language Arts</u> division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines <u>Reading</u>.

The dis	cipline 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.		
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	Academic Senate Representative	Academic Senate Representative	
Discipl	ine Faculty:		
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Date:

August 10, 2010

To:

Equivalency Committee, Academic Senate

From:

Dr. Anne Rees and Mary Rose Toll, Reading Department, Language Arts Division

Subject:

Proposed Minimum Equivalency for hiring Reading Instructors

We would like to propose that the following equivalency be adopted for evaluation in hiring Reading instructors (adjunct and full-time).

Proposed Antelope Valley College Equivalency:

Bachelor's in an academic discipline AND twelve semester units of course work in teaching reading AND

a Master of Arts in English, literature, linguistics, applied linguistics, composition, comparative literature, TESL, psychology, special education, sociology, developmental education, educational psychology, adult education, education, secondary education, teaching, curriculum and instruction

OR

a Master in Science in education, higher education, early childhood studies, or instructional design and technology.



(2008)	scipline faculty in the <u>TECHNICAL EDUCAT</u> Minimum Qualifications for Faculty and Admining disciplines Welding.	<u>TON</u> division/area have reviewed the most current nistrators in California Community Colleges for the	
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1	Hency Committee Approval: Los Cully 1/22/10 Jency Committee Chair Date	Member Initials: SAS ASS	



Technical Education Division Minimum Qualifications & Equivalencies Welding

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

- College work equivalent to a Baccalaureate degree and two years of related occupational experience in the discipline; or, college work equivalent to an Associate degree plus six years of occupational experience related to the discipline, OR
- Eight years experience as a journeyman welder or welding instructor. Part-time experience will be prorated, two years of which must have included assignment as an instructor, trainer or supervisor in Welding field, AND
- American Welding Society or Los Angeles City Welding Certification, OR
- Nationally recognized certification, licenses.