



**ANTELOPE VALLEY COLLEGE**  
**ACADEMIC SENATE MEETING**  
**April 28, 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. March 17, 2011 (attachment)
- 5. REPORTS**
  - a. Honors – Karen Lubick
  - b. IT Committee – Rodney Schilling
  - c. Distance Education Committee – Rick Balogh
- 6. ACTION ITEM**
  - a. Outstanding Adjunct (attachments)
  - b. Scholar In Residence
  - c. Senate Executive Committee
    - 1<sup>st</sup> Vice President: John Toth
    - 2<sup>nd</sup> Vice President: Ty Mettler
    - Officer-At-Large: Jack Halliday
  - d. AP&P Recommended AS-T for Mathematics (SB 1440 TMC) (attachment)
  - e. AP&P Recommended Course Approvals and Revisions (attachment)
  - f. AP&P Recommended AVC Online Attendance Policy Language for 2011 – 2012 Catalog (attachment)
  - g. AP&P Recommended Degree/Certificate Revisions (attachment)
  - h. Distance Education Recommendation: Committee Name Change “*Distance Education and Technology Committee*” (DETC) (attachment)
  - i. Distance Education Recommendation: Revision to the DETC Mission Statement (attachment)
  - j. Distance Education Recommendation: Committee Composition Revision (attachment)
  - k. Equivalency: Communication Studies (attachment)
  - l. Academic Senate President Elect: Maria Clinton (2011 – 2012) (Term: 2012 – 2015)
  - m. AP&P Co-Chair Elect: Linda Harmon (2011 – 2012) (Term: 2012 – 2015)
  - n. Distance Education Committee Co-Chair Elect: Dr. Nancy Bednar (2011 – 2012) (Term: 2012 – 2015)
  - o. Honors Committee Coordinator Elect: John Vento (2011 – 2012) (Term: 2012 – 2015)
  - p. Student Learning Outcomes Committee Co-Chair Elect: Dr. Fredy Aviles (2011 – 2012) (Term: 2012 – 2015)
  - q. Tenure Review Coordinator: Jennifer Gross (3 year term, 2011 – 2014)
- 7. DISCUSSION ITEM**
  - a. LVN Program Update – Liz Sundberg
- 8. SENATE ADMINISTRATIVE BUSINESS**
  - a. Academic Ranking
    - Steven Brown – Adjunct Assistant Professor
    - Dr. Darcy Wiewall – Instructor to Professor
  - b. Appointments
    - Distance Education Committee (3 year term beginning fall 2011)
      - Dr. Joseph Esdin (2011 – 2014)
      - Priscilla Jenison (2011 – 2014)
    - Equivalency Committee (3 year term beginning fall 2011)
      - Tina McDermott (2011 – 2014)

- Faculty Professional Development Committee (3 year term beginning fall 2011)
    - Rae Agahari (2011 – 2014)
    - Rosa Fuller (2011 – 2014)
    - Harish Rao (2011- 2014)
  - Honors Committee
    - Angela Koritsoglou
  - Information Technology (IT) Committee
    - Heidi Preschler (1 year term, 2011 - 2012)
    - Van Rider (3 year term, 2011 - 2014)
    - Rodney Schilling (3 year term, 2011 - 2014)
  - Program Review Peer Team
    - Angela Koritsoglou
    - Joe Owens
  - Student Learning Outcomes Committee (3 year term)
    - Dr. Irit Gat (2011 - 2014)
- c. Announcements
- 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

## 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 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**

**April 28, 2011  
3:00 p.m. – SSV 151**

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

Mr. Christos Valiotis, Academic Senate President, called the April 28, 2011 Academic Senate meeting to order at 3:03 p.m.

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

- There is not any new information regarding the state budget. Currently the Chancellor's Office is projecting Proposition 98 funds will be suspended for California Community Colleges as this proposition was written with a clause to ensure the Kindergarten through 12<sup>th</sup> Grade (K – 12) is adequately funded. Community College funding within Proposition 98 is based on a statute within Title 5, which does not carry as much weight therefore the K – 12 funding will more than likely be preserved and the community college funding will be cut to mitigate the State budget shortfall. A cut to Proposition 98 funds for California Community Colleges will compound the current budget figures districts are trying to mitigate.
- The April Board of Trustees meeting was very lively and filled with many faculty and classified personnel. The Board approved cutting categorical programs above and beyond what the state will fund in the upcoming academic years. Areas have been notified of potential cuts and Classified and Faculty negotiations are currently taking place.
- The Enrollment Management Committee has forwarded a recommendation to SPBC to cut Intersession courses, approximately 250 FTES. The class schedule is the purview of the District and is not a negotiable item.

**3. OPEN COMMENTS FROM THE PUBLIC**

- Mr. Harish Rao reported on April 8, 2011 he traveled with three AVC Forensic Students to Greenwich, Connecticut to compete at the National Community College Forensics Tournament. The three students, Samantha Krier, Patty Stoliker, and Nathaniel Hawthorne competed at the tournament, and Mr. Hawthorne won the Silver medal in impromptu speaking. Mr. Valiotis requested the two students present introduce themselves and offer a brief summary of their experience as Forensic Students. The students were applauded for their achievements and for representing AVC so proudly.
- The Associated Student Organization (ASO) had a few activities they would like faculty to announce in their courses. On May 3, 2011 student candidates seeking appointment to leadership positions will be speaking in the Library plaza from 12:00 p.m. to 2:00 p.m. On May 4<sup>th</sup> and 5<sup>th</sup>, student elections will be taking place. Students can vote on candidates and proposed Student Health and Student Activity fees. On May 6, 2011 ASO will be offering a student leadership workshop for \$5.00 a participant or four can good items to place in the food pantry. This is a great opportunity for students to understand student leadership roles and acquire the necessary information needed to become involved in student leadership on campus. The final activity is scheduled for Monday, May 9, 2011 from noon to 2:00 p.m. in the Library plaza. This activity will be a political extravaganza and faculty support is extremely important. There will be an opportunity for faculty, staff, and students to sign a petition regarding the detrimental impact the suspension of Proposition 98 funding will have on the district and the campus community.

**4. APPROVAL OF MINUTES**

**a. March 17, 2011 (attachment)**

A motion was made and seconded to approve the March 17, 2011 Academic Senate minutes. Motion carried.

## 5. REPORTS

### a. Honors – Karen Lubick

Ms. Karen Lubick, Honors Program Coordinator, reported she was unable to report at the March 17, 2011 meeting and will be providing the final Honors Report for the academic year being that there will be nothing else occurring besides conducting the Honors Convocation. She reported Ms. Susan Knapp assisted in completing TAP Certifications for Honors students applying to UCLA and UCI. There are approximately 23 Honors students attempting to gain admittance to these two universities. Ms. Susan Knapp was commended for her work and dedication in completing the certification evaluation process for Honors students.

Currently, there are forty-three students contracted to complete Honors Option projects. So far three faculty have proposed new Honors options. The committee is awaiting the proposal submission from Tina McDermott for Communications 101H, and an updated proposal from Dr. Matthew Jaffe for History 105H. The Honors course offerings for the fall 2011 semester include: two sections of English 101H, Theatre Appreciation course, Astronomy, Statistics, Economics, and Sociology. Ms. Lubick reported Honors students typically register for courses during the first two weeks of registration. If courses don't fill during this time then the enrollment to Honors courses is opened to the general student population in efforts to fill courses, and avoid canceling courses due to low enrollment.

At the February 28, 2011 Honors committee meeting members discussed and reviewed the fall 2011 Honors course schedule. In addition, committee members discussed how to deal with difficult students in the Honors Program. The last Honors Committee meeting is scheduled for Monday, April 28, 2011. The Honors Program culminates with the coordination of the Honors Convocation event which is the rationale behind not scheduling a May Honors Committee meeting.

Alpha Iota Club members are continuing their community service efforts and extend their gratitude to the faculty for participating and supporting their sponsored events. The spring Welcome Back Day event raised money for the ASO Food pantry project and did not go into the Alpha Iota treasury. Most of the funds raised by Alpha Iota during the academic year are donated to support various community service projects (i.e. MS Walk, gearing up to make SARS recovery blankets, and sending twenty-two students to the Spring Alpha Gamma Sigma Convention.)

Alpha Iota students attended the Spring Alpha Gamma Sigma Convention where several were award recipient winners. Ms. Lubick proudly announced AVC was really represented well at the convention. In addition to student award winners, one of the faculty advisors was awarded the Outstanding Advisor Award. She was provided the honor to announce and award recipient was Dr. Matthew Jaffe. Furthermore, she announced Dr. Mark McGovern is becoming extremely active with club activities and plans to remain head advisor, taking over when the new Honors Coordinator begins his term.

Ms. Lubick reminded Senators to attend the upcoming Honors Convocation scheduled for Friday, May 20, 2011 in the Fine Arts Quad. During the summer months she will be working fewer hours due to a reduction in summer stipend and will publish hours of availability on the public Honors Program web page. She is trying to determine where she can relocate and perform necessary Honors Program work during the summer since access to her office will be restricted over the summer. All information will be posted publicly and announced appropriately.

### b. IT Committee – Rodney Schilling

Mr. Rodney Schilling, IT Faculty Representative, reported the current primary focus of the committee is addressing and updating policy based campus IT issues. The committee is working on updating the Information Technology Plan and is researching the legal opinion on email retention requirements. Furthermore, the committee is updating the campus policy on personally owned technological devices. Mr. Schilling stated these are the predominant issues being discussed at the committee and opened up the floor for questions.

Dr. Susan Lowry inquired on the discussions occurring regarding outsourcing campus email service but expressed concern regarding the issue given the current budget situation. The costs required to outsource email services cannot be afforded at this time. Mr. Valiotis responded by stating there are email services that are free and would be no cost to the district. All email outsourcing issues have to

be addressed, researched, and thoroughly discussed to ensure a switch to email service would be safe and beneficial to the campus as a whole.

Mr. Valiotis stated the Distance Education Committee is a Standing Committee of the Academic Senate and is making efforts to work collaboratively with the new Interim Director of Information Technology, Tony Korwin, to address classroom technology and campus technology needs. This is a transitional time where the District is seeking to fill the Director's position permanently and must establish the important elements of academic computing needs. It is a critical time in terms of AVC Technology with the transition of leadership and it is imperative to create a mechanism to collaboratively address classroom technology needs as well as campus technology needs.

Ms. Kathy Moore inquired about the permanent Information Technology Director's position. She stated she has not seen a job announcement and expressed concern since Mr. Korwin's contract ends June 30, 2011. Mr. Valiotis responded by stating the position announcement is open and as far as he is aware the District is moving forward to fill the position.

**c. Distance Education Committee – Rick Balogh**

Mr. Rick Balogh, Distance Education Co-Chair, reported he has scheduled regular monthly meeting opportunities with Mr. Rodney Schilling, IT Committee Faculty Representative, to discuss technology issues being discussed at respective committees which may impact future committee work.

Mr. Balogh reported that due to building closures for the summer IT staff will only have nine to ten days to get computer laboratories updated with software update requests. Senators were reminded to be mindful of the fact that IT is short staffed, therefore accomplishing this task within the short timeframe will be difficult. Faculty are being requested to provide input on specific needs for labs prior to the end of the semester to allow IT the opportunity to adequately plan and possibly get a head start on the project.

Mr. Balogh provided an update on the issue of faculty downloading software to computers. At the present time the Distance Education Committee is currently trying to create a draft for a future policy. The current process requires faculty wishing to download software must submit a request to ITS for approval. ITS will take the request and perform necessary research to determine if the software has adverse impact the campus network. The testing phase requires time which does not facilitate expeditious approvals of requests. Currently there are four software application requests that were approved in September 2010 but still have not been uploaded to faculty computers. IT response to the delay they do not have the staff to support completing this project. The problem is the four approved software applications assist faculty in course instruction and it is very frustrating to hear they do not have the authority to upload the software themselves once the approval process has been completed.

Mr. Valiotis suggested recommending an identified faculty be allowed to complete this task given the short handedness of ITS and the need for the software application for course improvement. The identified faculty would only upload the approved applications.

In closing, Mr. Balogh provided clarification on notification received from Blackboard which stated AVC was over the designated usage allowance for Blackboard storage. The notification was incorrectly sent to the District as we are not exceeding the contractual usage quota.

**6. ACTION ITEM**

**a. Outstanding Adjunct (attachments)**

Senators were given an opportunity to review submitted Outstanding Adjunct nomination letters. In addition, Senate representatives from the respective areas provided additional words of support for the nominees: Jimmie Bowen from the division of Business, Computer Studies, and Economic Development; Angela Davis from the division of Social and Behavioral Sciences; and Suzanne Malek from the division of Instructional Resources and Extended Services. Ballots were distributed to individual Senators. All ballots were tallied. Mr. Christos Valiotis was informed of the winner and announced that in efforts to maintain the element of surprise for this award, the winner will remain anonymous until announced at the May 18, 2011 Faculty Recognition Day. *A motion was made and seconded to approve the Outstanding Adjunct Award winner based on the tallied votes. Motion carried.*

**b. Scholar In Residence**

Senators were informed that the Senate Executive Committee received a nomination request for the Scholar in Residence Award, and in efforts to maintain anonymity the selection will remain anonymous. Mr. Valiotis requested Senators confirm the recommendation to approve the Scholar in Residence nominee for the 2011 – 2012 academic year since a vote is not necessary. A motion was made and seconded to approve he recommended Scholar in Residence nominee for the 2011 – 2012 academic year. Motion carried.

**c. Senate Executive Committee**

- **1<sup>st</sup> Vice President – John Toth**
- **2<sup>nd</sup> Vice President – Ty Mettler**
- **At-Large Representative – Jack Halliday**

A motion was made and seconded to approve the Senate Executive Committee appointments listed above. Motion carried.

**d. AP&P Recommended AS-T for Mathematics (SB 1440 TMC) (attachment)**

A motion was made and seconded to approve the AP&P recommended AS-T for Mathematics. Motion carried

**e. AP&P Recommended Course Approvals and Revisions (attachment)**

A motion was made and seconded to approve the AP&P recommended course approvals and revisions. Motion carried.

**f. AP&P Recommended AVC Online Attendance Policy Language for 2011 – 2012 Catalog (attachment)**

A motion was made and seconded to approve the AP&P recommended AVC Online Attendance Policy Language for 2011 – 2012 Catalog. Motion carried.

**g. AP&P Recommended Degree/Certificate Revisions (attachment)**

A motion was made and seconded to approve the AP&P recommended Degree/Certificate revisions. Motion carried.

**h. Distance Education Recommendation: Committee Name Change “Distance Education and Technology Committee” (DETC) (attachment)**

A motion was made and seconded to approve the Distance Education Committee recommendation for a committee name change to the Distance Education and Technology Committee. Motion carried.

**i. Distance Education Recommendation: Revision to the DETC Mission Statement (attachment)**

A motion was made and seconded to approve the Distance Education Committee recommended revisions to the committee mission statement. Ms. Kathy Moore indicated she would like to see more budgetary authority awarded to the committee to address necessary technology upgrades and faculty training. Mr. Valiotis responded this is the next step in the process and will eventually take this recommendation to the College Coordinating Council for discussion and consideration. Motion carried.

**j. Distance Education Recommendation: Committee Composition Revision (attachment)**

A motion was made and seconded to approve the Distance Education Committee recommendation to revise the committee composition to change one of the Senate Faculty Representative positions to a designate IT Committee Faculty Representative. The faculty member would serve as a member of both the IT and DETC to ensure adequate communication of committee work. Mr. Valiotis stated he would suggest that Senators not support this recommendation at this time. He spoke to Mr. Rick Balogh, Distance Education and Technology Committee Co-Chair, regarding this matter and provided the following rationale. At the present time collaborative efforts are being made to ensure academic computing needs are being addressed and it is imperative that during this transitional time the communication of any academic computing need is performed directly between the DETC Co-Chair and IT Director. Mr. Valiotis strongly suggests Mr. Balogh remain the main communication contact for the DETC committee until the permanent IT Director position is established. It is important the DETC Co-Chair remain the strongest advocate for technology needs and issues so that the faculty voice is heard. Motion failed.

**k. Equivalency: Communication Studies (attachment)**

A motion was made and seconded to approve the proposed equivalency for the Communication Studies discipline. Motion carried.

**l. Academic Senate President Elect: Maria Clinton (2011 – 2012) (Term: 2012 – 2015)**

A motion was made and seconded to approve Ms. Maria Clinton as the Academic Senate President Elect for the 2011 – 2012 academic year, and the Academic Senate President for a three year term beginning fall 2012. Motion carried.

**m. Academic Policies and Procedures (AP&P) Co-Chair Elect: Linda Harmon (2011 – 2012) (Term: 2012 – 2015)**

A motion was made and seconded to approve Ms. Linda Harmon as the Academic Policies and Procedures (AP&P) Committee Co-Chair Elect for the 2011 – 2012 academic year, and the Academic Policies and Procedures (AP&P) Committee Co-Chair for a three year term beginning fall 2012. Motion carried.

**n. Distance Education Committee Co-Chair Elect: Dr. Nancy Bednar (2011 – 2012) (Term: 2012 – 2015)**

A motion was made and seconded to approve Dr. Nancy Bednar as Distance Education Committee Co-Chair Elect for the 2011 – 2012 academic year, and the Distance Education Committee Co-Chair for a three year term beginning fall 2012. Motion carried.

**o. Honors Committee Coordinator Elect: John Vento (2011 – 2012) (Term: 2012 – 2015)**

A motion was made and seconded to approve Mr. John Vento as the Honors Committee Coordinator Elect for the 2011 – 2012 academic year, and the Honors Committee Coordinator for a three year term beginning fall 2012. Motion carried.

**p. Student Learning Outcomes Committee Co-Chair Elect: Dr. Fredy Aviles (2011 – 2012) (Term: 2012 – 2015)**

A motion was made and seconded to approve Dr. Fredy Aviles as the Student Learning Outcomes Committee Co-Chair Elect for the 2011 – 2012 academic year, and the Student Learning Outcomes Co-Chair for a three year term beginning fall 2012. Motion carried.

**q. Tenure Review Coordinator: Jennifer Gross (3 year term, 2011 – 2014)**

A motion was made and seconded to approve Ms. Jennifer Gross as the Tenure Review Coordinator for a three year term beginning fall 2011. Motion carried.

**7. DISCUSSION ITEM**

**a. LVN Program Update – Liz Sundberg**

Mr. Christos Valiotis extended an opportunity for Ms. Liz Sundberg to speak about the validity of the LVN program because there have been discussion regarding hospitals no longer employing LVNs. Ms. Sundberg reported currently acute care hospitals are not hiring LVNs because there is a large influx of RNs who can be hired to perform the same job duties and more. Graduating LVNs are still obtaining employment in Home Health Care and Hospice agencies. Ms. Sundberg emphasized the LVN Program is an entry level program which many students use to get into the RN program. Many students would not succeed in the RN program and use the LVN program as a stepping stone into the Health Care field. There is still a definite need for the program despite the fact that local acute care hospitals no longer employing LVNs. Mr. Valitos stated that he wanted to get a clearer understanding on the discussions regarding local hospitals no longer higher LVNs and understand the validity to maintain the program.

**8. SENATE ADMINISTRATIVE BUSINESS**

**a. Academic Ranking**

- Steven Brown – Adjunct Assistant Professor
- Dr. Darcy Wiewall – Instructor to Professor

*A motion was made and seconded to approve the academic ranking of Adjunct Assistant Professor for Mr. Steven Brown and Professor for Dr. Darcy Wiewall. Motion carried.*

**b. Appointments**

- **Distance Education Committee (3 year term beginning fall 2011)**
  - Dr. Joseph Esdin (2011 – 2014)
  - Priscilla Jenison (2011 – 2014)
- **Equivalency Committee (3 year term beginning fall 2011)**
  - Tina McDermott (2011 – 2014)
- **Faculty Professional Development Committee (3 year term beginning fall 2011)**
  - Rae Agahari (2011 – 2014)
  - Rosa Fuller (2011 – 2014)
  - Harish Rao (2011 – 2014)
- **Honors Committee (2 year term)**
  - Angela Koritsoglou (2011 – 2013)
- **Information Technology (IT) Committee**
  - Heidi Preschler (1 year term, 2011 – 2012)
  - Van Rider (3 year term, 2011 – 2014)
  - Rodney Schilling (3 year term, 2011 – 2014)
- **Program Review Peer Team**
  - Angela Koritsoglou
  - Joe Owens
- **Student Learning Outcomes Committee (3 year term)**  
Dr. Irit Gat (2011 – 2014)

*A motion was made and seconded to approve the above faculty appointments. Motion carried.*

**c. Announcements**

- 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

**9. ADJOURNMENT**

A motion was made and seconded to adjourn the April 28, 2011 Academic Senate Meeting at 4:33 p.m.  
Motion carried.

<b>MEMBERS PRESENT</b>			
Paul Ahad	Matthew Jaffe (proxy)	Terry Rezek	John Toth
Ron Chapman	Kathy Moore	Van Rider	Christos Valiotis
Carol Eatin (proxy)	Rosa Onofre (proxy)	Sandra Robinson	Larry Veres
Glenn Haller	Mike Pesses	Sara Rothenberg (proxy)	
Jack Halliday	Berkeley Price	Susie Snyder (proxy)	
Mike Hancock	Harish Rao	Elizabeth Sundberg	
<b>MEMBERS ABSENT</b>		<b>GUEST PRESENT</b>	
Enrique Camacho	Alex Schroer	Rick Balogh	Susan Lowry
Mark Covert	Casey Scudmore	Samantha Krier (Student)	Rodney Schilling
Luis Echeverria	Ken Shafer	Karen Lubick	Patty Stolicker
Susan Knapp	Justin Shores		





## ANTELOPE VALLEY COLLEGE

*Business, Computer Studies, and  
Economic Development Division*

To: Academic Senate Committee Members

From: Dr. Ed Beyer, Professor  
Business, Computer Studies, and Economic Development Division

Date: April 12, 2011

Subject: Nomination of Outstanding Adjunct Faculty Award

I am pleased to nominate Mr. Jim Bowen of the Business, Computer Studies, and Economic Development Division for the Outstanding Adjunct Faculty Award. This nomination is unanimously supported by the other full-time faculty in the division.

Since the departure of our only full-time computer networking instructor, Jim has become an invaluable resource for managing and revising the computer networking program, as well as updating relevant CORs, revising Student Learning Outcomes, and bringing the viewpoint of the community to our advisory board meetings.

Aside from his professional efforts, Jim cares deeply about his students. In his most recent faculty evaluation, Jim's willingness to take on the challenges of serving a diverse set of students is clearly reflected in his statement, "The trick is to bring the slow ones, and the ones with special need[s] up to speed with the fast ones. If not they won't be able to compete" (Faculty Self Evaluation, May 20, 2009).

Following are just a few details to demonstrate his qualifications for this prestigious award.

### ***Shows outstanding commitment to students and institutional responsibilities***

Mr. Jim Bowen shows his commitment to students by striving to provide the most up-to-date information with regard to current issues in computers and technology. As an example, Jim is negotiating with a textbook publisher for the pre-release of textbook data in order to enhance his Linux computer course with the most recent functions and specifications.

Jim is also committed to satisfying his instructional responsibilities by always submitting his SLO data in a timely fashion and completing his Professional Development responsibilities. Jim has also taken the time and interest to attend division-related functions such as the SB-70 Career Technical Education conference sponsored by AVC.

***Maintains a strong, appropriate working relationship with other members of the division***

Although Jim works full-time at Edwards Air Force Base, he still attends division meetings and functions when his schedule permits, and is always willing to discuss the possibilities of improving current courses, certificates, and degrees. Not only does Mr. Bowen work well with division colleagues, he has also developed a positive working relationship with technicians in ITS.

***Demonstrates commitment to continued professional and educational development***

Mr. Bowen is a current member of the *International Society of Certified Electronics Technicians* (ISCET) and is also an active member of the *Computing Technology Industry Association* (CompTIA). Jim maintains annual certifications in the computer networking field including an A+ Certification, and is a Certified Electronics Technician with Journeyman's Standing in the Field of Computer Support and Repair, all of which allows him to bring discipline currency to his students.

***Has introduced innovative methods for teaching and/or academic support services***

Mr. Bowen provides insight and leadership in the application of virtual computing environments that allows an expanded opportunity for students to learn management of multiple computer operating systems. Without the virtual computing environment, AVC would require three times the number of instructional computers in order to teach multiple operating system courses.

***Has contributed to the development of the program of the assigned area***

With the absence of a full-time computer networking instructor at AVC, Mr. Bowen has stepped up to provide leadership and advice on how to configure and manage the instructional computer labs used to support the computer networking program. Jim also readily participates, and is becoming an invaluable resource, in the review and update of computer networking certificates, degrees, and Student Learning Outcomes.

***Has served on divisional and/or campus-wide committees or activities***

Jim has been active on the computer networking advisory committee and has been instrumental in the discussion of how to manage and configure the instructional computer labs. Jim has also participated in division meetings and is willing to attend division-related conferences such as the SB-70 conference that was hosted by AVC in 2010.

***Shows commitment to students outside the classroom or support service***

Jim has demonstrated his commitment to students by negotiating with a textbook publisher for the pre-release textbook data so that his students could benefit from the most up-to-date information in the field of Linux administration.

***Demonstrates a commitment to improving the community served by the college***

Mr. Bowen was instrumental in the development of Student Learning Outcomes for some of the courses in the computer networking program. Jim based some of his input on surveys he developed and conducted in the community.

Dear Members of the Antelope Valley College Academic Senate:

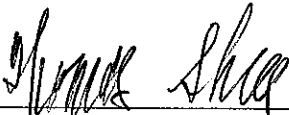
The undersigned faculty in Sociology would like to nominate Angela L. Davis for this year's Outstanding Adjunct Faculty Award.

Ms. Davis, a graduate from the California State University, Bakersfield, has taught Sociology courses at Antelope Valley College since 2007. She has shown consistent dedication and enthusiasm for her students and has cooperated substantially with full-time faculty toward fulfillment of the administrative demands of the department. Ms. Davis has performed above and beyond expectations in the areas of Student Learning Outcome assessment and updating course outlines of record. Angela has been a galvanizing force for other adjunct sociology instructors by encouraging them to meet together to discuss common issues. Her willingness to volunteer to assume governance responsibilities is invaluable and deeply appreciated by her colleagues.

In the classroom Ms. Davis is inspiring. Her rapport with students is exceptionally good and she is a sincere advocate of social justice. Her student evaluations are overwhelmingly positive and complimentary. Angela Davis has many accomplishments to recommend her for this honor. The following are those that the sociology faculty feel are most deserving of special recognition.

She updated and revised the Course Outline of Records for our courses in Ethnic Relations and Social Problems. She participated in the development of the SLO assessments for the majority of courses in this discipline. She has consistently provided assessment measurements for her assigned courses, and is a steadfast supporter of the interests of adjunct instructors. Angela has been a frequent attendee of Social and Behavioral Sciences division meetings and has made formal presentations to this body.

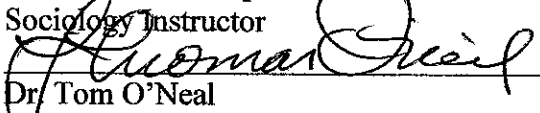
Respectfully submitted,

  
\_\_\_\_\_  
Dr. Thomas H. Shey  
Professor of Sociology

3/23/11  
Date

  
\_\_\_\_\_  
Dr. Ronald C. Chapman  
Sociology Instructor

3/23/11  
Date

  
\_\_\_\_\_  
Dr. Tom O'Neal  
Dean, Social & Behavioral Science

3-23-2011  
Date

Date: April 8, 2011

To: Academic Senate

From: Carolyn Burrell  
Scott Lee  
Van Rider

Re: Outstanding Adjunct Faculty Member Nomination

It is with great pleasure that we nominate Suzanne Malek for Outstanding Adjunct Faculty member. Suzanne is one of the most accomplished and versatile librarians we have ever known. Many librarians are excellent in one particular aspect of librarianship. Few, however, are excellent in numerous areas of specialization. Suzanne is one of these rare multi-faceted individuals in a time of increasing specialization.

Suzanne's dedication to teaching students and providing access to Library materials on and off campus is exceptional. She is constantly exploring new strategies for student learning and access to the Library collection through continuing education classes, flex activities, and dialog with vendors. In this era of Web 2.0 and Wikipedia, a library cannot afford to fall behind or appear static. Interactivity is the key to providing materials to students and essential to student success. Suzanne continues to contribute significantly to fulfilling the mission of the Library, promoting student learning and information literacy. In the last three years she has exceeded our expectations on every level. In the next few paragraphs I will outline a few of her many accomplishments at AVC.

Since arriving at AVC in 2001 Suzanne has taught numerous research methods workshops, instructed students while at the reference desk, participated in the selection of material for the Library (collection development), cataloged books and other materials, and served as system administrator for the integrated library system, Horizon.

Suzanne excels at all of these activities. She routinely goes above and beyond the "call of duty" to help students accomplish their research goals. She frequently contacts students with more information after the conclusion of the customary reference interview. Students appreciate her approachability, enthusiasm for her work, and ability to make them comfortable with the technology now so necessary for student success.

However, we would like to highlight what Suzanne has been doing for the last three years. Her willingness to "rise to the occasion" has enabled students in all campus locations to have access to more and better information than ever before.

In the Fall of 2008 the full time system administrator/technical services librarian position was frozen due to a retirement. While this full time position has many duties, the most critical is the system administrator for the Horizon integrated library system. Due to her

experience with an integrated library system at another college library, Suzanne was asked to become the system administrator for Horizon. The role of Horizon system administrator for the Library involves significant responsibility. However, Suzanne readily accepted the challenge. Horizon is to the Library what Banner is to the campus—its electronic heart. Without Horizon the Library does not function. Without Horizon, students have no access to the materials they need to succeed in their classes.

Suzanne inherited an ailing, neglected system. The Web-based online catalog was static, and the records were often inaccurate or incomplete. The server was tottering toward oblivion. Suzanne immediately embarked on a journey that involved a steep learning curve and many hours of diagnostic investigation. During this time she abandoned neither collection development nor the reference desk. She kept her hand in everything that might contribute to student success.

One of the first things Suzanne did was secure funding for a new server—quite an accomplishment in these financially difficult times. Without her intervention, the old server would have failed in less than a year. If the server had failed, the Horizon system would have collapsed. She worked and continues to work amicably with ITS to update the server and troubleshoot any issues in that area. The learning curve required to do this kind of work is very steep. However Suzanne is never afraid to take on a project—especially one that will improve access for students.

However, possibly Suzanne's most remarkable—and visual--accomplishment was the utter transformation of the online catalog. From a static place to simply look up a book, the catalog has become a portal to the dynamic content of quality resources.

Students using the catalog now have access to:

- over 10,000 ebooks;
- book cover icons and linked reviews to help students discover more information about the books and other materials available to them;
- several hundred downloadable audiobooks and Kindle ebooks available not only in English, but in a number of foreign languages such as Spanish, German and Chinese;
- streaming videos from the American History In Video database accessible by simply clicking a link in the catalog record—full length documentaries in video at your finger tips!

Suzanne does not simply enable technology; she enables students. Her efforts make full text ebooks and streaming videos available to students anywhere there is an Internet connection. It is for them that she works to provide the best catalog possible. Students cannot succeed if they cannot access the materials they need. Sue's efforts allow students to view and access more information from the catalog than ever before.

Listed below are a few of Suzanne's other accomplishments to date:

- Downloaded thousands of eBook bib records into catalog; 15% of the catalog now consists of ebooks;
- Demonstrations of new technology from library software vendors;
- Trained support staff to use particular Horizon modules, including troubleshooting of these modules;
- Customized reports out of Horizon for our Library staff/faculty;
- Enabled two version updates on the Horizon ILS/HIP;
- Set up newest version of OCLC Connexion in all cataloging work stations and set up individual accts for tracking purposes;
- Set up Library Twitter and Facebook Account;
- Set up "P" drive so we could track our statistics better;
- Implemented two icon projects: Syndetics and format icons in the catalog;
- Set up access for the Palmdale so Horizon could be used there by faculty, staff and students;
- Enabled the "paging" system so that books can be put on hold at the Palmdale campus and be delivered to students from the main Library;
- Enabled Spanish language option in the Library catalog;
- Created a New Book tab in the catalog to enable users to view new additions to the collection quickly and easily;
- Created a new Quick Search tab in the catalog to assist students and faculty with assignments;
- Collaborated with reference librarians to make the catalog search interface more user friendly for students.

Suzanne is tireless in her efforts to provide access to everything the Library has to offer. She is a team player who strives to give our staff the tools they need to succeed and enable our system to live up to its potential. Suzanne encourages others to learn and keep informed by freely sharing her knowledge with colleagues.

Suzanne is a consummate professional and an outstanding adjunct faculty member. We are indeed privileged to have her on our staff.

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Below are some of the courses and/or workshops Suzanne has taken to accomplish her goals. Continuing education is second nature to her. These are very technical in nature, but will give some indication of how much effort Suzanne put into this project in just the last two years.

2/4/09 - Sirsi Dynix Symphony Demo

3/2/09 - NetLibrary Ebook Demo by OCLC

3/27/09 - Sirsi Dynix Enterprise Demo

8/20/09 - Upgrade to Horizon 7.4.2, new server installed

Oct 8, 2009 - CCL Workshop/Open Source ILS

10/23/09 - Horizon User's Group Meeting

4/30/09- 3M Self Ck out and RFD Technology Demo

6/25/09 - ITG Self Ck out and RFD Technology Demo

6/10/09 - UCLA Library Tour/To view best practices to bring back to our library

Ebscohost Auto Repair Ref Ctr 9/9/08

Ebscohost CINAHL 8/15/08

Ebscohost 2.0 & Ebscohost Admin 7/21/08

Ebscohost 2.0 and Academic Search 8/4/08

Ebscohost 2.0 Train the Trainer 7/31/08

Ebscohost Overview of the Ebscohost Admin 7/14/08

Ebscohost Admin: Creating Groups and Profiles 8/22/08

OCLC Connexion Client Module 1: Worldcat, MARC, & Client Basics 7/15/08

OCLC Connexion Client Module 2 - Basic Bibliographic Searching 7/16/08

OCLC Connexion Client Module 3 - Basic Editing and Record Processing 7/1/08

OCLC Connexion Client Module 4 - Save Files and File Management 8/13/08

OCLC Connexion Client Module 5- Automation and Customization 7/22/08

OCLC Connexion Client Module 6 - Editing, Upgrading, and Enriching Master Records  
9/23/08

OCLC Connexion Client Module 7 - Advanced Bibliographic Searching 9/17/08

OCLC Connexion Client Module 8 - Original Cataloging 8/4/08

OCLC Connexion Client Module 9 - Authority Control 8/12/08

OCLC Connexion Client Module 10 - Batch Processing 9/4/08

OCLC - Keep Up! Blogs, Wikis, and RSS - 10/14/08

OCLC - Essential Disaster Planning for Technology 6/26/09

Sirsi Dynix Training Session/Cataloging Feb. 12, 2008

Voyager Upgrade at BCC 7/20/09

8/31 and 9/2/09 Voyager Training - OPAC Customization

9/15/09 - Voyager training Circulation Module

9/21/09- Voyager training Cataloging Module

10/6/09 and 10/7/09 - Voyager training System Admin Module

10/28/09 - Voyager Webinar on new ILS product line

11/2 and 11/3/09 - Voyager Training Access Reporting Module



# Associate Degree for Transfer in Mathematics

## DEVELOPMENT CRITERIA NARRATIVE & DOCUMENTATION

### Criteria A. Appropriateness to Mission

#### 1. Statement of Program Goals and Objectives

The goal of the mathematics program is to provide students with foundational knowledge of mathematics, to enhance their computational and problem solving skills, sharpen their critical thinking, and to prepare them for transfer to a university as mathematics major. Additionally, the degree prepares students for study in the areas of science and engineering.

Objectives include the following:

- a. Become competent in computations and develop number sense.
- b. Become well-aware of the role of mathematics in daily life. Students will be able to apply their knowledge of the subject to other disciplines and make the interdisciplinary connection.
- c. Demonstrate problem-solving skills including being able to apply algorithms to computations and work with mathematical models to solve applications problems.
- d. Examine the validity of a mathematical statement. Students will be exposed to numerous theorems and statements and will be able to follow various methods of proof.
- e. Display critical thinking in the ability to utilize deductive or inductive reasoning in solving problems or writing mathematical arguments.

#### 2. Catalogue Description

The mathematics associate degree for transfer offers students a fundamental knowledge of Mathematics and its relation to science, technology, and engineering. Students will enhance their problem solving and critical thinking skills by applying mathematical models to real world problems or utilizing mathematical objects and theorems to evaluate the validity of a statement or to prove mathematical statements.

Title (units)	Course #	C-ID Descriptor	CSU-GE	IGETC
<b>REQUIRED (15)</b>				
Calculus and Analytic Geometry I (5)	MATH 150	MATH 210 or 211	B-4	Area 2
Calculus and Analytic Geometry II(5)	MATH 160	MATH 220 or 221	B-4	Area 2
Calculus and Analytic Geometry III (5)	MATH 250	MATH 230	B-4	Area 2
<b>Options (8) At least 4 units from A</b>				
<b>A:</b>				
Differential Equations (4)	MATH 230	MATH 240	B-4	Area 2
Linear Algebra (4)	MATH 220	MATH 250	B-4	Area 2
<b>B:</b>				
Discrete Math (4)	MATH 210			
Physics (5)	PHYS 110	PHYS 205	B-1 & B-3	Area 5A
Statistics (4)	MATH 115	MATH 2	B-4	Area 2

The mathematics degree for transfer meets the requirements of SB 1440 for Associate Degrees for Transfer. These degrees are intended to make it easier for students to transfer to a California State University campus. Specifically, if a student completes an “associate degree for transfer”:

1. The CSU shall guarantee admission with junior status.
2. Admission to the CSU does not guarantee admission for specific majors or campuses.
3. The CSU shall grant a student priority admission to his or her local CSU campus and to a program or major that is similar to his or her community college major or area of emphasis, as determined by the CSU campus to which the student is admitted.

While the degree is specifically designed for ease of transfer to a CSU, it should be noted that it does not exclude admittance to other colleges and universities.

### 3. Program Requirements

To earn an associate degree for transfer in mathematics a student must complete 60 semester units that are eligible for transfer to the CSU system including:

1. IGETC or CSU GE Breadth
2. At least 18 units as defined in the chart below.
3. A minimum grade point average (GPA) of 2.0 is required.

### 4. Background and Rationale

In response to SB 1440, Antelope Valley College (AVC) is submitting this application for mathematics associate degree for transfer. This degree complies with the core for mathematics TMC that was developed by the inter-segmental faculty (CCC and CSU, primarily). This degree is meant to both prepare a student for transfer and stands on its own as an AA degree.

Mathematical skills are the most highly valued skills sought by employers in all professional fields. The faculty at AVC regularly serves students who are interested in mathematics as a major. Math department faculty have reviewed course offerings and compared to many other community colleges for course content and prerequisites. Math faculty has reviewed and updated all of Course Outlines of Records and has determined that core courses and courses listed in A or B are in alignment with the new C-ID System.

The program exposes students to a variety of aspects of undergraduate mathematics. The required courses in the program are designed for several objectives: They introduce technical writing and reading. Students will learn how to read and write mathematical statements. They will also be tested on their required knowledge of mathematics. Students will soon realize the significance of their previous mathematics courses and how their computational skills are utilized. The core courses will extend students' view of mathematics to new horizons. Wide variety of problems in science, business, engineering, and mathematical fields can be tackled and answered by techniques learned in these courses. The remaining options offer students the choice of either continuing a broad spectrum of study or focusing on a specific interest. Either path will prepare students for a bachelor's degree, and give them valuable skills in their academic, professional, and personal lives. For example, if a student is interested in the applications of mathematics, differential equations and linear algebra offer techniques and tools used in solving real life scientific and engineering problems. Students will have the option to study “applied mathematics”. At the same time these courses are able to generate enough interest where mathematics itself becomes the center of study. Students, then have the choice to pursue “pure mathematics” option.

Criteria B. Need

5. Place of Program in Curriculum Programs

Mathematics is often considered a part of natural science studies. But it also interacts with other disciplines such as business and economics as well as engineering and computer science. Many areas of the humanities and social sciences utilize statistics, probability, and mathematical models regularly.

Mathematics program shares many courses in common with general education requirements and the Engineering and Science degrees.

The program makes productive use of existing resources, courses, faculty, and facilities. More students are now identifying themselves as mathematics majors. Several in-class surveys have indicated interest in California State University Bakersfield proposal to offer a BA degree in "Applied Mathematics" at the Antelope Valley campus.

Criteria C. Curriculum Standards

*Required Core Courses (minimum of 12-15 units, all courses are universally required)*

Reference

Title	Min Units	AVC Course	IGETC	CSU-Breadth	C-ID	CAN	TCSU
Calculus I	4-5	MATH 150 (5)	Area 2	B-4	Math 210 or 211,	Math 18	Math 210
Calculus II	4-5	MATH 160 (5)	Area 2	B-4	Math 220 or 221,	Math 20	Math 220
Calculus III	4-5	MATH 250 (5)	Area 2	B-4	Math 230	Math 22	Math 230

OR

Single Variable Calculus Sequence (2 sem/3 quarters)	≥8				Math 900 or 210 and 220 or 211 and 221	Math Sequence B	
Calculus III	4-5				Math 230	Math 22	Math 23

OR

Single Variable and Multivariable Calculus Sequence (3 sem/4 quarters)	≥12					Math Sequence C	
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*Choose a minimum of 6 units from below with at least 3 units from Group A.*

**Group A** Provides Depth of understanding in subject major

Differential Equations	3-4	MATH 230 (4)	Area 2		Math 240	Math 24	Math 240
Linear Algebra	3-4	MATH 220 (4)	Area 2	B-4	Math 250	Math 26	Math 250

OR

Introduction to Differential Equations and Linear Algebra	5				See sample		
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**Group B** Expands application of discipline

Discrete Math	3	MATH 210 (4)	Area 2			CSCI 26	
Physics (Any course articulated as preparation for the physics major at a	4	PHYS 110 (5)	Area 5A	B-1 & B-3	Physics 205		

CSU)							
Mathematical Computing Systems	2						
Computer Programming (Any programming course that is articulated preparation for the math major at a CSU.)	3						
Proof	3						
Statistics	3	MATH 115 (4)	Area 2	B-4	Math 2		Stat 110

NOTE: All units are based on the semester and indicated minimum units. While 3 units are required from Group A, no units are required from Group B. The major must be a minimum of 18 semester units.

## 6. Library and/or Learning Resources Plan

Because there will be no new courses required to implement this program, and the library and learning resources assets support our current course offerings, no new library or learning resources will be required at this time.

## 7. Facilities and Equipment Plan

Since there will be no new courses developed to implement this program, no new facilities or equipment will be required at this time.

## 8. Financial Support Plan

For the most part, personnel, equipment, supplies, and facilities for this program already exist within the college at a basic level. The Department of Mathematics anticipates an increase in demand for the core courses in order to fulfill the requirement for the core classes. This shift in resources and personnel will require future consideration to staffing shortfalls in the Mathematics Department.

## 9. Faculty Qualifications and Availability

The minimum requirements for Mathematics faculty are defined in the following description (as established and approved by the Statewide Academic Senate:

Master's in MATHEMATICS or APPLIED MATHEMATICS or Bachelor's in any of the above and Master's in Statistics, Physics, or Mathematics Education. OR the equivalent.

"Equivalency" is defined as:

A master's degree in engineering, physics, or computer science with 24 semester units of closely related coursework to Mathematics of which 18 units maybe at the upper division level (as approved by AVC's Academic Senate).

A good number of faculty who meet or exceed the minimum qualifications are currently employed by Antelope Valley College. However, with the anticipated increase in prerequisite, core, and major courses, there will be a need for at least six full-time faculty members, when the budget permits.

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

To: Mr. Cristos Valiotis, Senate President

From: Maria Clinton, AP&P Cochair  
Mrs. Sharon Lowry, VP of Academic Affairs and AP&P Cochair

Date: April 21, 2011

Subject: Academic Policies and Procedures Committee Recommendations for Senate Approval

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The following item has been reviewed and approved by the Academic Policies and Procedures Committee and is being recommended for approval by the Senate:

- AS-T in Mathematics

Attached is the packet that the Academic Policies and Procedures Committee feels will meet the requirements set forth by the California Community Colleges Chancellor's Office. The intent is to include the attached degree in the 2011-2012 Antelope Valley College Catalog.

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

**New Course Development**

- |  |                         |
|--|-------------------------|
| • AFAB 210 – Aircraft Production                 | 3 units, hours weekly   |
| • POLS 200 Introduction to Political Theory      | 3 units, 3 hours weekly |
| • ECON 100 – Survey of Economics                 | 3 units, 3 hours weekly |
| • ECON 100 – Survey of Economics (DE Hybrid)     | 3 units, 3 hours weekly |
| • GER 102-Elementary German 2 (DE Hybrid)        | 5 units, 5 hours weekly |
| • GER 102-Elementary German 2 (DE Online Only)   | 5 units, 5 hours weekly |
| • GER 101 – Elementary German 1 (DE Hybrid)      | 5 units, 5 hours weekly |
| • GER 101 – Elementary German 1 (DE Online Only) | 5 units, 5 hours weekly |

**Revised Courses**

- |  |                            |
|--|----------------------------|
| • ACCT 121 Microcomputer Accounting (DE Hybrid)                | 2 units, 3 hours weekly    |
| • ACCT 121 Microcomputer Accounting (DE Online Only)           | 2 units, 3 hours weekly    |
| • ACCT 121 Microcomputer Accounting                            | 2 units, 3 hours weekly    |
| • ACRV 100 – Refrigeration Basics                              | 4 units, 4 hours weekly    |
| • ACRV 112 – Basic Refrigeration Systems                       | 5 units, 10 hours weekly   |
| • ACRV 113 – Basic Refrigeration Controls                      | 5 units, 10 hours weekly   |
| • ACRV 115 – Basic Refrigeration Systems and Controls          | 10 units, 20 hours weekly  |
| • ACRV 122 – Residential Air Conditioning Systems              | 5 units, 10 hours weekly   |
| • ACRV 123 – Residential Air Conditioning Controls             | 5 units, 10 hours weekly   |
| • ACRV 125 – Residential Air Conditioning Systems and Controls | 10 units, 20 hours weekly  |
| • ACRV 212 – Commercial Refrigeration Systems                  | 5 units, 10 hours weekly   |
| • ACRV 213 – Commercial Refrigeration Controls                 | 5 units, 10 hours weekly   |
| • ACRV 222 – Commercial Air Conditioning Controls              | 5 units, 10 hours weekly   |
| • ACRV 223 – Commercial Air Conditioning Systems               | 5 units, 10 hours weekly   |
| • AERO 101 Fundamentals of Aviation Technology                 | 3 units, 4 hours weekly    |
| • AERO 120 Aircraft General I                                  | 7.5 units, 225 hours total |
| • AERO 121 Aircraft General II                                 | 7.5 units, 225 hours total |
| • AERO 230 Aircraft Airframe I                                 | 15 units, 25 hours weekly  |
| • AERO 231 Aircraft Airframe II                                | 15 units, 25 hours weekly  |
| • AERO 240 Aircraft Powerplant I                               | 15 units, 25 hours weekly  |
| • AERO 241 Aircraft Powerplant II                              | 15 units, 25 hours weekly  |

• AERO 281 Aircraft Airframe – Written Test Review	3 units, 3 hours weekly
• AFAB 110 Basic Blueprint Interpretation	4 units, 4 hours weekly
• AFAB 115 Aircraft Structure	6 units, 8 hours weekly
• AFAB 115 to be added to the Credit by Examination list	
• AFAB 120 – Composites	6 units, 8 hours weekly
• AJ 102 Criminal Law	3 units, 3 hours weekly
• AJ 102 Criminal Law	3 units, 3 hours weekly
• AJ 104 – Introduction to Corrections	3 units, 3 hours weekly
• AJ 201 Police-Community Relations	3 units, 3 hours weekly
• AJ 205 Criminal Investigation	3 units, 3 hours weekly
• AJ 206 Criminology	3 units, 3 hours weekly
• AJ 810 Los Angeles County Sheriff’s Dept Custody Asst	6 units, 234 hours total
• AUTO 100 – Basic Automotive	2 units, 2 hours weekly
• AUTO 101 – Basic Automotive Practicum	1 units, 3 hours weekly
• AUTO 110 – Automotive Engines	10 units, 20 hours weekly
• AUTO 111 – Automotive Engine Rebuilding (Lower End)	4 units, 8 hours weekly
• AUTO 112 – Automotive Engine Rebuilding (Upper End)	4 units, 8 hours weekly
• BIOL 101, 101L – General Biology (DE Hybrid)	4 units, 6 hours weekly
• BIOL 101, 101L – General Biology	4 units, 6 hours weekly
• BIOL 104 – Environmental Biology	3 units, 3 hours weekly
• BIOL 120 – General Organismal, Ecological, and Evolutionary Biol	5 units, 7 hours weekly
• BIOL 204, 204L – General Microbiology (DE Hybrid)	5 units, 3 lec/6 lab hours weekly
• BIOL 204, 204L – General Microbiology	5 units, 3 lec/6 lab hours weekly
• CA 103 – Introduction to Microcomputers (DE Online)	3 units, 4 hours weekly
• CA 103 – Introduction to Microcomputers	3 units, 4 hours weekly
• CA 121 Microcomputer Spreadsheets (DE Online Only)	3 units, 4 hours weekly
• CA 121 Microcomputer Spreadsheets	3 units, 4 hours weekly
• CA 221 – Computer Concepts and Applications in Business	4 units, 5 hours weekly
• CA 221 Computer Concepts & Applications in Business (DEOnline Only)	4 units, 5 hours weekly
• CHEM 110 – General Chemistry	5 units, 7 hours weekly
• CHEM 210 Organic Chemistry	5 units, 9 hours weekly
• CHEM 220 Organic Chemistry	5 units, , 9 hours weekly
• COMM 101 – Introduction to Public Speaking	3 units, 3 hours weekly
• COMM 103 – Process of Communication	3 units, 3 hours weekly
• COMM 107 - Introduction to Interpersonal Communication	3 units, 3 hours weekly
• COMM 112 – Oral Interpretation	3 units, 3 hours weekly
• COMM 115 – *Introduction to Argumentation and Debate	3 units, 3 hours weekly
• COMM 219 – *Introduction to Intercultural Communication	3 units, 3 hours weekly
• CT 100 – Introduction to Fashion	3 units, 3 hours weekly
• CT 102 – Textiles	3 units, 3 hours weekly
• CT 105 – Principles of Sewing	3 units, 2 hours lecture 3 hours lab
• CT 110 – Fundamentals of Clothing Construction	3.5 units, 3 hours lecture 2 hours lab
• CT 114 – Principles of Clothing Selection	3 units, 3 hours weekly
• CT 200 – Tailoring Techniques- Alterations and Fit	3.5 units, 3 hours lecture 2 hours lab
• CT 212 – Intermediate Construction-Pants	3.5 units, 3 hours lecture 2 hours lab
• CT 222 – Pattern Making by Flat Pattern	3.5 units, 3 hours lecture 2 hours lab
• CT 241 – Advanced Construction-Fashion Sewing	3.5 units, 3 hours lecture 2 hours lab
• CT 243 – Draping for Fashion Design	3.5 units, 3 hours lecture 2 hours lab
• ECON 101 - Principles of Macroeconomics	3 units, 3 hours weekly
• ECON 102 - Principles of Microeconomics	3 units, 3 hours weekly
• ELTE 125 Direct Current & Alternating Current Principles	5 units, 6 hours weekly
• ELTE 130 Digital Circuit Analysis	4 units, 6 hours weekly
• ELTE 135 Analog Circuit Analysis	4 units, 6 hours weekly
• ENGL 095 – Composition Skills	3 units, 3 hours weekly
• ENGL 097 Composition Portfolio A	4 units, 4 hours weekly
• ENGL 099 Composition Portfolio B	4 units, 4 hours weekly
• ENGL 104 – The Research Paper	1 unit, 17 hours total
• ENGL 111 – Creative Writing: Fiction	3 units, 3 hours weekly

• ENGL 112 – Creative Writing: Poetry	3 units, 3 hours weekly
• ENGL 113 – Creative Writing: Nonfiction	3 units, 3 hours weekly
• ENGL 211 – Advanced Fiction Writing	3 units, 3 hours weekly
• ENGL 212 – Advanced Poetry Writing	3 units, 3 hours weekly
• ENGL 265 Literature and Film	3 units, 3 hours weekly
• FTEC 139 Wildland Fire Dispatcher	3 units, 3 hours weekly
• FTEC 141 (S-234) Ignition Operations	1 unit, 24 hours total
• FTEC 144 (S-230) Single Resource Crew Boss	1.5 units, 32 hours total
• FTEC 149 (S-260) Interagency Incident Bus Management	0.5 units, 16 hours total
• FTEC 216 Engine Company Operations	3 units, 3 hours weekly
• FTEC 217 Truck Company Operations	3 units, 3 hours weekly
• FTEC 295A Firefighter 1 Academy Module A	8 units, 140 hours total
• FTEC 295AL Firefighter 1 Academy Module A Lab	2 units, 125 hours total
• FTEC 295B Firefighter 1 Academy Module B	7 units, 128 hours total
• FTEC 295BL Firefighter 1 Academy Module B Lab	2.5 units, 135 hours total
• GEOG 101 – Physical Geography: Earth's Surface Landscapes (DE Hybrid)	3 units, 3 hours weekly
• GEOG 101 – Physical Geography: Earth's Surface Landscapes	3 units, 3 hours weekly
• GEOG 205 – Introduction to Geographic Information Systems	3 units, 3 hours weekly
• GEOG 205 – Introduction to Geographic Information Systems	3 units, 3 hours weekly
• GER 101 – Elementary German 1	5 units, 5 hours weekly
• GER 102 – Elementary German 2	5 units, 5 hours weekly
• HD 198 – Human Development Seminar	0-3 units, 0-27 total hours
• HD 198A – Assertiveness Training	1.5 units, 27 hours weekly
• HD 198O Orientation to College	0.5 units, 9 hours total
• HD 198O – Orientation to College (DE Hybrid)	5 units, 9 hours total
• HD 198O – Orientation to College (DE Online Only)	0.5 units, 9 hours total
• HE 120 – Stress Management	3 units, 3 hours weekly
• HIST 104 – Intro to World Civilization from Human Beginnings-1500	3 units, 3 hours wkly
• HIST 105 – Intro to World Civilization from 1500 until the Present	3 units, 3 hours wkly
• HIST 107 U.S. History, 1607-1877	3 units, 3 hours weekly
• HIST 108 – U.S. History, 1877-Present (DE Hybrid)	3 units, 3 hours weekly
• HIST 108 – U.S. History, 1877-Present (DE ITV)	3 units, 3 hours weekly
• HIST 108 – U.S. History, 1877-Present (DE Online Only)	3 units, 3 hours weekly
• HIST 108 – U.S. History, 1877-Present	3 units, 3 hours weekly
• HIST 110 African American History, 1450-1877	3 units, 3 hours weekly
• HIST 111 African American History, 1877-Present	3 units, 3 hours weekly
• HIST 113 Women in American History	3 units, 3 hours weekly
• HIST 115 – Cultural History of Mexico	3 units, 3 hours weekly
• HIST 119 – History of Latin America and the Caribbean	3 units, 3 hours weekly
• ID 100 – Introduction to Interior Design	3 units, 3 hours weekly
• ID 110 – Interior Drafting and Design	3 units, 4 hours weekly
• ID 120 – Interior Design and the Elements of Color	3 units, 4 hours weekly
• ID 150 History of Design I	3 units, 3 hours weekly
• ID 160 Material Selection for Interior Design	3 units, 3 hours weekly
• ID 200 to be added to the Credit by Examination list	
• ID 201 – History of Design II	3 units, 3 hours weekly
• ID 220 – Designing Residential Interiors	3 units, 4 hours weekly
• ID 230 Fundamentals of Lighting Design	3 units, 3 hours weekly
• ID 250 - Professional Interior Design Business Practices	3 units, 3 hours weekly
• ID 260 – Residential Space Planning	3 units, 4 hours weekly
• MATH 020 Managing Math Anxiety	.5 unit, 8 hours total
• MATH 021 Math Study Strategy	.5 unit, 8 hours total
• MATH 050 – Arithmetic	3 units, 3 hours weekly
• MATH 050 – Arithmetic (DE Hybrid)	3 units, 3 hours weekly
• MATH 150 – Calculus and Analytic Geometry	5 units, 5 hours weekly
• MATH 160 – Calculus and Analytic Geometry	5 units, 5 hours weekly
• MATH 220 Linear Algebra	4 units, 4 hours weekly

• MGT 101 – Management Principles (DE Online)	3 units, 3 hours weekly
• MGT 101 – Management Principles	3 units, 3 hours weekly
• MKTG 112 – Introduction to Advertising	3 units, 3 hours weekly
• MOA 101 Beginning Medical Terminology	3 units, 3 hours weekly
• MOA 102 Advanced Medical Terminology	3 units, 3 hours weekly
• MUS 101 Music Appreciation	3 units, 3 hours weekly
• MUS 105 World Music	3 units, 3 hours weekly
• MUS 126 – Classical Guitar	3 units, 3 hours weekly
• MUS 160 Symphonic Band	2 units, 3 hours weekly
• MUS 161 Instrumental Ensemble-Woodwinds	1 unit, 2 hours weekly
• MUS 163 Instrumental Ensemble-Brass	1 unit, 2 hours weekly
• MUS 201 History of Music in Western Civilization I	3 units, 3 hours weekly
• MUS 202 History of Music in Western Civilization II	3 units, 3 hours weekly
• MUS 255A – Beginning Keyboard	2 units, 3 hours weekly
• MUS 260 Concert Band	2 units, 3 hours weekly
• MUS 291 to be added to the Credit by Examination list	
• NS 111 – Increase Material Fee from \$24.00 to \$26.40	
• NS 121 – Increase Material Fee from \$24.00 to \$26.40	
• NS 122 – Add Instructional Material Fee of \$24.00	
• NS 122 – Increase Material Fee from \$24.00 to \$26.40	
• NS 200 – Increase Material Fee from \$46.50 to \$48.00	
• NS 200 – Increase Material Fee from \$48.00 to \$52.80	
• NS 231 – Increase Material Fee from \$24.00 to \$26.40	
• NS 232 – Increase Material Fee from \$24.00 to \$26.40	
• NS 241 – Increase Material Fee from \$41.00 to \$45.10	
• PE 101 –Adaptive Physical Education	1 unit, 3 hours weekly
• PE 102 Water Aerobics	.5/1 unit, 1.5/3 hours weekly
• PE 111 – Advanced Tennis Techniques	1 units, 3 hours weekly
• PE 115 Advanced Basketball Techniques	1 units, 3 hours weekly
• PE 139 – Team Sports Fundamentals	0.5/1 unit, 1.5/3 hours weekly
• PE 140 – Pre-Season Sport Conditioning	0.5/1 unit, 1.5/3 hours weekly
• PE 155 Beginning Volleyball	1 unit, 3 hours weekly
• PE 156 Intermediate Volleyball	1 unit, 3 hours weekly
• PE 180 – Advanced Volleyball Techniques	1 units, 3 hours weekly
• PE 205 – Intercollegiate Men’s Basketball	1 unit fall/spring, 115 fall / 60 spring hours total
• PE 225 – Intercollegiate Women’s Tennis	2 units, 10 hours weekly
• PE 265 – Intercollegiate Women's Volleyball	2 units, 10 hours weekly
• PHOT 107 – History of Photography	3 units, 3 hours weekly
• PHOT 250 – Advanced Color Photography	3 units, 6 hours weekly
• PHTC 201 – Advanced Black and White Photo	3 units, 4 hours weekly
• PHYS 101 – Introductory Physics	4 units, 3 lec/3 lab hours weekly
• PHYS 102 – Introductory Physics	4 units, 3 lec/3 lab hours weekly
• PHYS 110 – General Physics	5 units, 4 lec/3 lab hours weekly
• PHYS 120 – General Physics	5 units, 4 lec/3 lab hours weekly
• PSY 219 – Dynamics of Sex and Gender	3 units, 3 hours weekly
• PSY 230 Social Psychology	3 units, 3 hours weekly
• PSY 232 Theories of Personality	3 units, 3 hours weekly
• PSY 244 – Introduction to Counseling	3 units, 3 hours weekly
• WELD 101 – Welding Fundamentals	2 units, 4 hours weekly
• WELD 110 – Oxyacetylene Welding, Cutting, Brazing	2 units, 4 hours weekly
• WELD 130 – Advanced Shielded Metal Arc Welding	2 units, 4 hours weekly
• WELD 145 – Advanced Welding Processes	2 units, 4 hours weekly
• WELD 211 – Performance Welding-Oxyacetylene Welding Processes	2 units, 4 hours weekly
• WELD 212 – Performance Welding-Arc Welding Processes	2 units, 4 hours weekly
• WELD 230 – Welding Symbols and Print Reading	3 units, 3 hours weekly
• WELD 240 – Welding Layout	3 units, 3 hours weekly
• WELD 260 – Certification Welding-L.A. City Building Code	4 units, 8 hours weekly
• WELD120 – Basic Shielded Metal Arc Weld	2 units, 4 hours weekly



### **Obsolete Courses**

- **ACRV 100 – Refrigeration Basics**
- **ACRV 198 – Heating and Air Conditioning Seminar**
- **BIOL 205 – Introduction to Biotechnology**
- **CA 133 – Oracle PL/SQL Programming – CurricUNET Request**
- **WR 902 – Job Search Preparation**
- **WR 904 – Surviving the Job Probation Period**
- **WR 906 – Developing as a Professional: Promotability**
- **CT 115 – Speed Tailoring**
- **CT 120 – Introduction to Sergers**
- **CT 225 – Clothing Construction Techniques for Wearable Art**
- **PSY 101 – Distance Education ITV format to be made obsolete**
- **NCR 910 – US Constitution Exam**
- **AJ 130 A Reserve Peace Officer Level III Part 1**
- **AJ 130 B Reserve Peace Officer Level III Part 2**
- **AJ 130 C Reserve Peace Officer Level II**
- **AJ 130 D Reserve Peace Officer Level I**
- **MGT 123 – Labor Management Relations**
- **OT 208 – Legal Office Procedures II**
- **PSY 240 – Peer Mentoring**
- **CA 110 – Word Processing – WordPerfect**

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

- **Family and Consumer Education**
- **Computer Applications, Computer Networking, and Computer Networking Multi-Platform**
- **Clothing and Textiles-Fashion Design**
- **Interior Design**
- **Aircraft Fabrication and Assembly**
- **General Aircraft Maintenance**

The following policy was reviewed and approved by the Academic Policies and Procedures (AP&P) Committee and is being recommended for approval by the Senate for inclusion in the 11-12 College Catalog:

#### **Antelope Valley College Online Attendance Policy**

Online students are subject to the same attendance policy as are on-ground students. Refer to the Attendance Policy in the current college catalog.

Student attendance in online courses is defined as “active participation” in the course, as described in the instructor’s course syllabus. Active participation is typically defined as submitting an assignment (such as an exam, exercise, or project element), participating in the discussion forums, or by engagement in other academic events that indicate an online presence within a specified time frame.

Online courses at a minimum will have weekly mechanisms that will determine a student’s active participation. Instructors will identify specific activities that must be completed during the first week of the course. A student’s failure to complete the specific activities by the posted due date will be dropped as a NO SHOW unless the student has made prior arrangements with the instructor.

Student participation will be monitored throughout the course by the instructor. Students who fail to maintain active participation in the online course, as defined in the course syllabus, may be dropped from the course.

Distance Education Committee  
Recommendations

To: Academic Senate

Re: Distance Education Recommendation Ratification

From: Rick Balogh, Distance Education Committee (DEC) Co-Chair

At the March 22, 2011 Distance Education Committee (DEC) approved the two items listed below. The committee constituents approved both changes unanimously and are forwarding these changes to the Academic Senate for formal ratification as an Academic Senate Standing Committee.

1. The DEC has discussed in depth the various areas of responsibilities and requests the Academic Senate to ratify the committee's decision to change their current name in efforts to globally reflect all aspects of committee work. Committee members are requesting the ratification of revising the current committee name to the Distance Education and Technology Committee.
2. In addition, committee constituents discussed at length the need to revise the current Distance Education Committee mission from:

*The Distance Education Committee's mission is to coordinate, encourage and promote educationally sound Technology Mediated Instruction (TMI) at Antelope Valley College. TMI includes online and video conferencing modes in instruction. The DEC will*

- *Provide instructors of online and video conferencing classes with a template to organize their classes so that students benefit from uniformity in class structure*
- *Provide faculty training of software used in the delivery and management of TMI, especially Blackboard*
- *Encourage the use of new technology if it improves TMI*
- *Promote the benefits of linking TMI students with support services to improve student success*
- *Coordinate a network of mentors who can assist faculty new to TMI*

*Develop and maintain partnership with other educational institutions that foster continued growth and effectiveness of TMI at AVC.*

The Distance Education Committee has approved unanimously the following revised mission statement and is forwarding these changes to the Academic Senate for formal ratification as an Academic Senate Standing Committee.

The Distance Education and Technology Committee's mission is two-fold: first, to assist in the planning and implementation of Technology Mediated Instruction (TMI) used by instructors and staff in the preparation and delivery of educational materials; and second, to provide guidance and recommendations in the pedagogical development and technology in both traditional and distance education.

3. Furthermore, the Distance Education Committee is requesting a change to the current committee composition. The committee would like to change one of the Senate Faculty Representative positions to a designated IT Committee Faculty Representative. The faculty member would serve as a member of both the IT and DETC to ensure adequate communication of committee work.



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE

Minimum Qualification and Equivalency Review Form

The discipline faculty in the Communication Studies division/area have reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines \_\_\_\_\_.

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: 3/8/11

Handwritten signature of Academic Senate Representative

Handwritten signature of Academic Senate Representative

Discipline Faculty:

Handwritten signatures of Discipline Faculty members

Handwritten signature of another Discipline Faculty member

Equivalency Committee Approval:

Handwritten signature of Equivalency Committee Chair

Member Initials:

Handwritten date: 3-22-11

# Memo

To: Equivalency Committee of the Academic Senate  
From: Tina McDermott, Communication Studies, Language Arts  
CC: Gloria Kastner  
Date: March 8, 2011  
Re: Journalism Equivalency

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To the Members of the Equivalency Committee:

The faculty members of the Communication Studies Department have met several times to revise criteria for equivalency to the State of California Chancellor's minimum qualifications for hiring in Journalism.

The State Chancellor's office minimum qualifications for Journalism are:

"Master's in journalism or communication with a specialization in journalism OR Bachelor's in either of the above AND Master's in English history, communication, literature, composition, comparative literature, any social science, business, business administration, marketing, graphics, or photography OR the equivalent."

Our proposed equivalency is:

"Master's in speech, speech broadcasting, telecommunications, rhetoric communication, communication studies, speech communication, or organizational communication OR Bachelor's in any of the above AND Master's in drama/theater arts, mass communication, or English to include 24 semester graduate units of Journalism courses, of which 6 of those units may be at the upper division level."

If you have any questions or comments, please contact Tina Leisner McDermott x6144 or [tmcdermott@avc.edu](mailto:tmcdermott@avc.edu)