ANTELOPE VALLEY COLLEGE

2008-2009 CAMPUS GOALS/ACCOMPLISHMENTS LED BY THE SUPERINTENDENT/PRESIDENT

I. Ensure that the college reaches sustainable continuous quality improvement in the areas of program review, planning, and student learning outcomes as defined by the Accrediting Commission of Community and Junior Colleges and continues its emphasis on fully implementing the 2004 accreditation team recommendations.

Progress Toward Goal

1. Streamlined program review procedures for Academic Affairs and Student Services and a revised timeline for a four-year cycle were approved by the Academic Senate on April 16, 2009, and the Board of Trustees on May 11, 2009.
2. All 2004 accreditation team recommendations implemented.
3. WEAVE software purchased with Title V grant funds to automate the assessment management of student learning outcomes and link the process to program learning outcomes and institutional learning outcomes.
4. 93% of Antelope Valley College courses have approved student learning outcomes, and over 20% of courses had at least one student learning outcome assessed.
5. Health Sciences Division:
   - developed student learning outcomes for all courses;
   - achieved 100% reporting compliance for fall 2008 student learning outcomes; and
   - will have completed program learning outcomes by the end of spring 2009.
6. Language Arts Division:
   - on schedule to assess student learning outcomes for each course;
   - faculty led the campus in presentations regarding student learning outcomes; and
   - committees formed to assess the goals of the division's program review.
7. Business, Computer Studies, and Economic Development Division:
   - began implementing student learning outcomes for all classes in fall 2008; and
   - established student learning outcomes for Corporate and Community Services
8. Student Development and Services Division:
   - created student learning outcomes and program learning outcomes for all areas; and
   - completed comprehensive program reviews for the CalWORKs, Office of Students with Disabilities, and GED programs and implemented recommendations from the reports.
9. Enrollment Services Division:
   - submitted program review for Veterans Affairs;
   - collected data for student learning outcomes; and
   - is developing program learning outcomes.
10. Social and Behavioral Sciences Division:
    - appointed division program review team;
    - developed student learning outcomes for the division; and
    - completed student learning outcomes for Psychology.
11. Information Technology Services completed the first program review self study for noninstructional areas.

12. First Business Services, Advancement and Foundation Office, and President's Office noninstructional program review self studies to be completed June 2009.
13. Executive summaries of program reviews for Financial Aid, Outreach/Information and Welcome Center, and Job Placement Center presented to the Board of Trustees on December 8, 2008.
14. Executive summaries of program reviews for Counseling and Matriculation and Enrollment Services presented to the Board of Trustees on January 12, 2009.

II. Successfully complete Accreditation Follow Up Report, coordinate visit, respond to additional recommendations, and continue to work on comprehensive 2010 self-study.

Progress Toward Goal

1. After campuswide review, the Accreditation Follow Up Report was presented for the Board's review on September 8, 2008, and approval on October 13, 2008.
2. Accreditation team visited college November 19, 2008.
3. Accrediting Commission for Community and Junior Colleges (ACCJC) accepted the college's Accreditation Follow Up report at its January 7-9, 2009, meeting with no further reports or visits required until the 2010 self study.
4. Board of Trustees presented with the ACCJC acceptance of the college's follow up report on March 9, 2009.
5. Planning for 2010 self study began spring 2008 and Accreditation Steering Committee for 2010 self study began meeting summer 2008.
6. Presentations regarding the 2010 self study given at the August 22, 2008, Welcome Back meeting and October 17, 2008, Dialogue with the President meeting.
7. Presentations given to the Board of Trustees regarding the 2010 self study on October 13, 2008, and April 22, 2009.
8. Training provided to the Board of Trustees by ACCJC President on February 9, 2009, roundtable discussion regarding standard IV held April 22, 2009, and accreditation added as monthly agenda item beginning May 11, 2009.
9. Standard subcommittees formed and began meeting fall 2008.
10. Accreditation survey distributed spring 2009 and results presented to the campus May 2009.
11. Draft versions from each standard subcommittee presented to faculty accreditation coordinator on May 18, 2009.

III. Maximize funding by reaching or exceeding allowable enrollment growth target for 2008-2009.

A. Continue to use research and analysis to improve scheduling of classes.

1. Evaluate Enrollment Management Plan.

Progress Toward Goal

1. District grew 13.54%, exceeding allowable enrollment growth target of 3.97% for 2008-2009.
2. Enrollment Management Committee and Strategic Planning and Budget Council Budget Subcommittee worked together closely along with the deans to tighten up the spring, summer, and fall 2009 schedules.
3. Fill rates increased and faculty added students beyond the maximum in order to meet high demand without increasing costs.
4. It is anticipated that the Palmdale site will reach 1,000 full time equivalent students (FTES) in 2008-2009 potentially providing $1.3 million in additional funding.

5. Language Arts Division increased number of distance education classes and experienced enrollment growth in nearly all classes.
6. Student Development and Services Division:
   - received approval for GED certificates to be funded at enhanced level; and
   - increased the 9th grade enrollment at Students on the Academic Rise (SOAR) high school program to 106 to allow for attrition.

IV. Grow in a fiscally responsible manner (maintain 5% unrestricted reserve).

Progress Toward Goal

1. It is anticipated that the district will end the 2008-2009 fiscal year with a 5% unrestricted reserve.
2. Negotiated SP1+ rating to lower the interest rate (to .89%) for the 2008-2009 Tax Revenue Anticipation Note needed due to the state's decision to defer funding to community colleges.
3. Advancement and Foundation Office:
   - contracted with postal consultant to establish periodical rate, which resulted in refund of $4,464.59 and total savings over 12-month period to $20,950.48;
   - worked with printing vendor to revise awarded bid to realize cost savings in excess of $22,000 in 2008-2009 fiscal year; and
   - proposed changes to the Schedule of Classes printing and distribution that will provide potential savings of $100,000 per year beginning 2009-2010.
4. Cost saving measures implemented included suspension of all non-essential travel, monitoring of budget line items, campuswide organizational structure review, hiring restrictions, restrictions on overtime and comp time.
5. Explored agreement with Chevron Solutions to provide solar structures and energy infrastructure improvements.
6. Language Arts Division:
   - Interpreter Program received Carl Perkins funds for a community-based activity directly related to the classroom;
   - Basic Skills Initiative funds were used for and English Discipline Faculty workshop, as well as for obtaining equipment for the English, reading, and English as a Second Language programs; and
   - faculty volunteered to serve at AVC/CSUN and AVC/CSUB partnership meetings.
7. Job Placement Center increased efficiency and reduced paper costs by posting all available student worker positions through the College Central Network.
8. Financial Aid Office:
   - reduced staff time spent answering routine questions and reduced printing costs by implementing Financial Aid TV; and
   - implemented Higher One, saving the district hours of time processing checks for students and about $25,000 annually, while improving service.

A. Continue to seek grants and explore partnerships to supplement state funding.

Progress Toward Goal

1. Awarded $705,000 Taft-AVC-CSU Fresno College Cost Reduction and Access Act grant (over two years) in collaboration with Taft College, most of which will be used to strengthen and expand the Palmdale site.
2. Ensured that the Child Development Center Playground Upgrade project will proceed thanks to a grant from the state, a grant from The Boeing Company for the equipment, donation of work from Granite Construction, and donation of bidding and project management services from Klassen Corporation.

3. Awarded $22,290 for Students on the Academic Rise (SOAR) summer bridge program from Foundation for California Community Colleges.
4. Enrollment Services Division awarded $12,000 in VTEA funds to implement strategies to increase graduation rates.
5. Health Sciences Division:
   - received Chancellor's Office grants for the RN program totaling $372,910 for 2008-09 and $420,500 for 2009-10. (The grants are being used to enroll 40 additional RN students in the program each academic year for the two years specified.);
   - awarded a grant of $118,307 to assist with construction costs for an x-ray lab for the Radiologic Technology Program; and
   - awarded a Workforce Investment Act grant of $108,160 to fund Radiologic Technology program start-up costs.
6. Technical Education Division:
   - received Responsive Training Fund Grant for $341,000 for specific training in composites and certification readiness for SpaceTEC certification of senior technicians; and
   - awarded Building the People Pipeline Water/Waterworks Technology Grant, which will provide an opportunity for the district to develop a degree and certificate program in water and waste water management.
7. Business, Computer Studies, and Economic Development:
   - received SB70 Career Technical Education Collaborative grants totaling $768,000;
   - applied for Green Jobs Corps partnership with Ventura, Santa Barbara, and Monterey Workforce Investment Boards; and
   - collaborated with Green Job Corps and High Desert Green Jobs Initiative.

2. Student Development and Services:
   - implemented John Burton Foundation gift cards for foster youth;
   - participated in the submission of the "Responsive Training Fund for Incumbent Workers' proposal, which was funded in the amount of $341,401 for technical training of incumbent workers at Northrop Grumman Corporation; and
   - assisted in submission of the California Green Jobs Corps proposal with Workforce Investment Boards, which may result in $1 million to provide youth training services.

3. Advancement and Foundation Office:
   - continued to seek grants from key contributors: Lockheed Martin Aeronautics ($25K), Northrop Grumman ($4K), The Boeing Company ($35K), and sought other support from Kaiser, Banco Popular, and other grant opportunities;
   - as of March 31, 2009, provided $290,981 in program support to Antelope Valley College, an increase from $250,072 in March 2008;
   - as of April 30, 2009, raised $493,291.35;
   - raised $54,796 at the Achievement Awards Dinner, $9,819 more than in 2008;
   - increase the number of scholarships awarded by 21 awards, now at 203;
   - increased the number of scholarship donors by 7 to 71 donors or donor groups; and
   - increased total scholarship money awarded to $116,940 from $107,030 in 2008.

B. Complete sale of district-owned property located at Avenue K and 30th Street West.

<u>Progress Toward Goal</u>

1. Board of Trustees approved an amended agreement with the Lancaster Redevelopment Agency on October 13, 2008, to delay the sale of the property until the economy recovers enough to allow the developer to secure lease commitments.

C. Reach agreement with classified and faculty unions regarding health benefits for 2008-2009.

Progress Toward Goal

1. Agreement approved by Board of Trustees at the September 8, 2008, meeting.

V. Continue to increase enrollment at the Palmdale site to meet requirements to establish a separate center (500 FTES annually consistent with the Enrollment Management Plan).

Progress Toward Goal

1. Enrollment may reach 1,000 full time equivalent students in 2008-2009, making the college eligible for an additional $1.3 million in funding.
2. $705,000 Taft College collaborative grant provided funds for science and computer lab and partial funding for a new Director.
3. Added over 6,000 square feet of space to leased site.
4. Book Room opened.
5. Expanded Open Computer Lab operational hours.
6. Enrollment Services Division trained employees at Palmdale site to process registration transactions.
7. Adjunct faculty counselor assigned to site.
8. Business, Computer Studies, and Economic Development Division:
   - increased number of classes/sections offered at Palmdale; and
   - offered Community Services/Boston Reed College Pharmacy Tech training in spring 2009.
9. Student Development and Services:
   - provided Financial Aid services;
   - provided FAFSA workshops at Palmdale;
   - placed an information tent in front of the Palmdale site during open registration; and
   - posted all Job Placement Center activities.
10. Social and Behavioral Sciences and Language Arts divisions increased course offerings at Palmdale.
11. Visual and Performing Arts Division offered Theater Arts classes.

VI. In consultation with the campus community, continue to responsibly implement bond program.

Progress Toward Goal

1. Completed Facilities Services and Warehouse building.
2. West Campus Expansion project 52% complete.
3. Campus Utilities Infrastructure project, early release phase, 83% complete.
4. Campus Network Infrastructure project 96% complete.
5. Horticulture Science project 76% complete, scheduled occupancy fall 2009.
6. Auto Body Addition project 8% complete, scheduled occupancy spring 2009.
7. Theater Arts Facility project 16% complete, groundbreaking held May 21, 2009, scheduled occupancy January 2011.
8. Health and Science Building in Division of State Architect review process, scheduled occupancy February 2012.

A. Monitor and review the construction communication plan to ensure that employees, students, and local community are kept informed of construction projects.

Progress Toward Goal

1. Walt Reno, Chancellor's Office facilities specialist, invited to campus on May 21, 2009, to lead a

public forum regarding the manner in which the state determines construction priorities for community college projects.
2. Visual and Performing Arts faculty have worked with Facilities Planning and Campus Development and the architects to provide input into the design of the Theater Arts Facility.
3. Citizens' Oversight Committee Annual Report presented to the Board of Trustees on December 8, 2008.
4. After wide advertisement, 13 new members of the Citizens' Oversight Committee were appointed to fill positions vacated by term limits.
5. 2007-2008 bond audit report accepted by the Board of Trustees on February 9, 2009.
6. Presentations regarding the status of bond construction program made to community groups, including Hispanic Chamber of Commerce, Lancaster West Rotary, and Quartz Hill Chamber of Commerce.
7. Regular e-mail updates and campus announcements sent to employees and students to advise of parking lot closures and changes to campus circulation.

VII. Ensure staffing is sufficient to meet current and future growth.

Progress Toward Goal

1. Student Development and Services Division hired:
   - a CalWORKs Technician I to better serve students and reduce the rate and training costs of hourly personnel;
   - two Basic Skills counselors and a Basic Skills educational advisor; and
   - a non-credit and an Office of Students with Disabilities 11-month counselor.
2. The Advancement and Foundation Office hired the district's first Webmaster and the Foundation funded an employee to support annual giving from July through December 2008.
3. Counseling and Matriculation hired counselors using SB70, Basic Skills, and nursing grant funds.
4. Information Technology Services hired the district's first Systems Security Administrator.

A. Assess effectiveness of organizational structure changes.

1. Implement tiered structure.

Progress Toward Goal

1. Agreement reached with faculty union for department chair/coordinator pilot program.
2. A campuswide organizational structure review was conducted spring 2009 to:
   - establish career ladder opportunities for all employees;
   - provide faculty members the opportunity for the development of additional leadership;
   - reinforce our commitment to instructional excellence;
   - stimulate more instructional innovation;
   - contribute to student development; and
   - reduce the number of administrative positions to help the district reduce its budget obligations.
3. Department chair/coordinator structure successfully implemented in Language Arts Division.

B. Implement Human Resources Plan.

1. Complete Equal Employment Opportunity Plan.

Progress Toward Goal

1. Draft Equal Employment Opportunity Plan will be completed by the newly-hired Vice President of Human Resources and Employee Relations.

VIII. Enhance and expand relationships and collaborative partnerships with the external community.

A. Create partnerships with school districts, universities, community organizations and business.

Progress Toward Goal

1. Superintendent/President:
   - served as President of Antelope Valley Board of Trade and served on the boards of the Greater Antelope Valley Economic Alliance, Commission on Athletics, Community College Facilities Coalition, American Cancer Society, Y.M.C.A., and Boy Scouts;
   - led the High Desert/Mountain Higher Education Authority in development of a joint powers agreement;
   - served as a member of the Lancaster West Rotary and Society of Experimental Test Pilots Scholarship group;
   - participated as a guest and promoted the college on radio and television programs;
   - led tours of campus for community members and leaders and new Foundation Board members; and
   - served as keynote speaker for the Los Angeles County Sheriff's Department Academy graduation ceremony and spoke at the Rising Star College Program.
2. The Advancement and Foundation Office:
   - added five new board members: Mark Davey, Wanda Gallerson, Lena Grand-Weber, Gary Rardon and Fred Thompson;
   - worked closely with the Palmdale School District in support of the AVC Achievement Award dinner;
   - solicited donation baskets from numerous schools for the basket auction at the dinner; and
   - increased sponsorships, ads, and auction donations from community organizations and businesses, resulting in nearly $10,000 in additional revenue.
3. Business, Computer Studies, and Economic Development Division:
   - collaborated with Antelope Valley Union High School District for ROP and SB70 events;
   - introduced the college to middle schools,
   - collaborated with the high school district on summer programs to support Career Technical Education;
   - collaborated with the Lancaster Redevelopment Agency to offer training programs that benefit job seekers within the community;
   - partnered with Desert Sands Charter School to offer high school students courses to improve ability to become employed and self sufficient;
   - collaborated with Goodwill Industries to offer community members customer service classes in English and Spanish;
   - provided fire tech training at Edwards Air Force Base to assist Edwards fire department in meeting state requirements;
   - updated and increased articulation agreements; and
   - presented Kern County sequencing plan.
4. Student Development and Services Division:
   - enhanced relationships with businesses with the implementation of Job Placement Center College Central Network;
   - continued the Job Placement Center and Outreach participation in the Career Prep Council of

the Antelope Valley; and

- continued to have Job Placement Center attend events sponsored by the Antelope Valley Chamber of Commerce, the Palmdale Chamber of Commerce and the Antelope Valley Board of Trade.

5. Social and Behavioral Sciences Division:
   - partnered with Highland High School ROP for Administration of Justice classes;
   - created ROP partnership on Education classes; and
   - substantially increased student participation in Cooperative Work Experience program.
6. With funding provided by the federal department of education through the Title V – Hispanic Serving Institutions Grant, the following partnerships have been established:
   - created an Engineering Pathway from AVC to CSU Fresno engineering program at Lancaster University Program. The partnership includes a dual admission MOU; fully aligned curriculum for the first two years of all engineering majors; and close collaboration of instructors in educational research (including conference presentations and publication of papers.);
   - continued the support for the existing Teaching Pathway collaboration with CSU Bakersfield through orientation activities and alignment of curricula; and
   - collaborated closely with local high schools to outreach to sophomore students in order to participate to the AVC- ICAN program which is designed to support parents and students that have the potential to go to college but may lack the parental or financial support to do so. As of spring 2009, the college received more than 250 applications and 139 were accepted to the program. Of the accepted applicants, 59 are Hispanic (42%). It is anticipated that another 60 sophomores will join the program this year.
7. During the summer of 2008, AVC collaborated on a successful grant partnership with Taft College that will bring an income of $705,000 for the next two years. The majority of these funds will be expended to strengthen and expand the Palmdale center.
8. Honors, forensics, and journalism programs partnered with state and national organizations.
9. RN program created a new career pathway with the Palmdale High School Health Careers Academy.
10. Enrollment Services Division:
    - worked with the high school district and division deans to clarify the transferability of 2+2 articulation agreements; and
    - presented online registration opportunities for special admit students to high school counselors.
11. Visual and Performing Arts Division:
    - created productions attended by the external community and took the Theatre for Young Auidences production on tour to area elementary schools;
    - Summer 2008 – *American Idiot* coproduced with Commercial Music;
    - Fall 2008 – *Scapin*;
    - Intersession 09 - *13th Annual Original One Acts Festival*;
    - Spring 09 – *Go, Dog. Go!*;
    - Fall and Spring – *A Night at the AVC Improv*;
    - Theater Arts faculty also worked in conjunction with Art and Dance faculty to present *Expressions of Joy*;
    - Antelope Valley College Jazz Band held an all-day workshop and concert for local high school musicians; and
    - Band director led the Antelope Valley Concert Band in performances in the local community, including several full concerts at the Lancaster Performing Arts Center; the Achievement

Awards Dinner at the Antelope Valley Fairgrounds; a joint concert with the Knight High School Destiny Alliance Regiment at Pete Knight High School; and an appearance with the Antelope Valley College Master Chorale and Concert Choir. The Band Director also assisted with the auditioning and selection of members for the Antelope Valley Union High School District Honor Band.

B. Increase recruitment efforts.

Progress Toward Goal

1. Business, Computer Studies, and Economic Development Division worked with the high school district to improve articulation agreements and practices.
2. Student Development and Services Division:
   - created the first "College – Making it Happen" event;
   - implemented the Banner Recruitment Module; and
   - created the first Career Day for 7th and 8th grade students in the Antelope Valley, which introduced them to the AVC campus and career exploration.
3. Social and Behavioral Sciences division increased marketing of the Cooperative Work Experience program and participated in recruitment of women to public security.
4. Honors program coordinator worked with the AERO Scholars/NASA community organization to recruit high school seniors.

C. Raise awareness of college programs and services.

Progress Toward Goal

1. Business, Computer Studies, and Economic Development Division worked with Advancement and Foundation Office to promote community service offerings and promoted college programs with events such as the "Meeting of the Minds symposium, "College, Making it Happen, and semi-annual job fairs.
2. California Community College Association for Occupational Education announced the college's Certification Training Program as the winner of its Excellence in Partnerships Award.
3. Assistant Professor Child Development/Early Childhood Education Ande Sanders and the college's Foster and Kinship Care Education program were honored by the Foundation for California Community Colleges for work with foster youth.
4. American Association of Community Colleges report *Community Colleges Impact K-12 STEM Teaching* featured an article regarding Antelope Valley College.
5. The college's participation in the Workforce Innovation Regional Economic Development (WIRED) resulted in:
   - seminar held at the Lancaster University Center that showcased the work of the college in addressing supply chains in the aerospace industry of the California Innovation Corridor;
   - findings from the survey conducted to identify priority supplier training needs driven by supply chain transformation included in a congressional report; and
   - supply chain management seminars presented to The Boeing Company and Lockheed Martin Corporation.
6. Antelope Valley Hispanic Chamber of Commerce presented Antelope Valley College with a Diversity Award.
7. Board of Trustees meetings, Dialogue with the President meetings, and interviews with students posted as podcasts on public web site.
8. The college received American Red Cross Platinum Award for increase in blood donations and the top contractor award from Desert Haven Enterprises.
9. Student Development and Services Division:
   - created a full marketing and advertising campign for Higher One;
   - held grand opening for new Students on the Academic Rise (SOAR) high school permanent facilities;

- increased the number college/student activities on campus and in Palmdale;
- continued events such as Cash for College and Financial Aid Awareness Day to increase awareness of Financial Aid Programs;
- participated in the Antelope Valley Fair and Lancaster and Palmdale holiday parades; and
- provided information booths at numerous community events.

10. Advancement and Foundation Office:
    - produced and distributed two newsletters to nearly 5,000 community leaders, donors, businesses and friends of AVC. The newsletter included not only Foundation accomplishments but updates on campus activities, the bond projects, and faculty. Positive responses have included additional donations to the college.
    - The college's first Webmaster was hired in July 2008, and improvements to the Web site are ongoing.
11. Employees received recognition:
    - Hayward Award for Excellence in Education (Christos Valiotis)
    - 2008 Pacific Conference Coach of the Year (Perry Jehlicka)
    - Alpha Gamma Sigma Advisor of the Year Award (Karen Lubick)
    - Cesar Chavez "Si Se Puede" Award from the City of Palmdale and Hispanic Chamber of Commerce (Salvador Suarez)
    - College Reading and Learning Association Distinguished Teaching Award (Dr. Magdalena Caproiu)
    - 40-year running streak read into Congressional Record (Mark Covert)
    - appointment to Antelope Valley Community Clinic Board (Mandy Borquez)
    - 2009 American Package Design Award for a wine label design created for Donato Family Vineyards (Ron Smith)
12. Faculty members gave presentations:
    - National Wellness Institute's National Conference (Kathy Bingham)
    - Association of College Tutoring and Learning Assistants Conference (Dr. Magdalena Caproiu and Dorothy Williams)
    - California Community College Association for Occupational Education (Maria Clinton and Dean of Technical Education Margaret Drake)
13. Students achieved success:
    - nine students from the Associated Student Organization became Certified Student Leaders;
    - all Students on the Academic Rise (SOAR) High School sophomores passed the high school exit exam;
    - AERO Scholar/Mentor received an academic and athletic scholarship to Holy Names University;
    - two speech students earned bronze medals as semifinalists at the Phi Rho Pi National Championship;
    - student named to 2009 Phi Theta Kappa Honor Society All California Academic Team;
    - student accepted to Caltech;
    - Model United Nations students received multiple awards at the CALMUN conference;
    - two students received scholarships at Alpha Gamma Sigma's spring convention;
    - women's basketball team finished first in the Foothill Conference; competed in the Elite 8 state finals; had a member named California Community College State Player of the Year, Foothill Conference MVP, and First Team All State and members named to All Conference and Honorable Mention;
    - student athletes from the men's basketball team transferred with full athletic scholarships to University of the Pacific, Stephen F. Autin University, and Missouri Western University;

- men's basketball team made the state playoffs and had players named to the All Foothill Conference and Honorable Mention;
- softball team won fifth straight Foothill Conference Championship and had player named All Southern California;
- 17 football players received four-year scholarships;
- football team named 2008 Pacific Conference Champions, participated in the 2008 Western State Bowl, had a player set a new national record, and had members named 2008 Pacific Conference Defensive Player of the Year, All-American (two), All State (five), and All Conference (12);
- cross country had two student athletes qualify for the state meet and one team member named the Conference Champion and Conference Athlete of the Year;
- soccer team had the most overall wins and best finish in AVC history;
- volleyball team had two players named First Team All Conference and one Second Team All Conference;
- track team had an athlete named State Champion and All American in the Long Jump Conference as well as Conference Field Event Athlete of the year and an athlete win third place in the state meet for 400 meters, All American, and fifth place in state 4 x 400 relay;
- men's golf team qualified for conference final play and had the best finish since 1992;
- two journalism students received awards at the Journalism Association of Community Colleges state convention;
- 19 students in the college's aircraft fabrication program were hired by Northrop Grumman prior to finishing the program;
- two students received Transfer Alliance Program scholarships to attend University of California, Los Angeles; and
- alumna Kay Ryan was appointed by the Library of Congress as the 16th Poet Laureate Consultant in Poetry for 2008-2009.

IX. Continue to develop programs, courses, and technical services that meet the changing needs of students, business, industry, and the community and adhere to minimum conditions of the California Community Colleges System Office.

Progress Toward Goal

1. New Associate of Arts degree in English approved.
2. SMARTHINKING online tutoring made available to students.
3. Information Technology Services:
   - implemented online BOG Waiver application for students;
   - applied configuration changes to online admissions application and MIS reporting processes to comply with migrant worker reporting and race/ethnicity code changes;
   - expanded operational hours of all Open Computer Labs;
   - implemented new firewall for network security; and
   - installed new virus protection software.
4. Radiologic Technology Program approved by the California Department of Health Services, Radiologic Health Branch.
5. Business, Computer Studies, and Economic Development Division:
   - revised schedule for accounting courses to accommodate working adults;
   - added three 27-week Pharmacy Tech programs; and
   - added sections to increase community services offerings to 41.

6. Financial Aid Office implemented Higher One electronic disbursements in spring 2009;
7. Student Development and Services Division revised all 20 GED courses and created certificates to meet the needs of the community.
8. Job Placement Center offered weekly job search skills workshops, including resume writing, interview techniques, and networking and transferable skills.
9. Counseling and Matriculation Division held career workshops funded by Perkins grant.
10. Financial Aid Office implemented Financial Aid TV to improve orientation and outreach efforts, track student learning outcomes, and increase student understanding.
11. Enrollment Services Division:
    - successfully scanned transcripts stored in the college vault and made them available through Banner Document Management Suite; and
    - acquired scanning equipment to support daily scanning of transfer transcripts.

A. Successfully complete categorical site visit reports and data analysis and prepare for spring site visit.

Progress Toward Goal

1. Successfully completed categorical site visit reports.
2. Technical Assistance Team visited college April 14-15, 2009, and identified no compliance exceptions in any of the categorical programs.

X. Continue to improve communication between the Superintendent/President and Board of Trustees.

Progress Toward Goal

1. Board meetings in 2008-2009 included 31 presentations regarding important campus issues: accreditation (two presentations), accreditation standard IV, role of trustees in accreditation, development of district property at 30th Street West and Avenue K, proposed energy solution project (two presentations), capital outlay projects and project financials and estimated costs (three presentations), status of police department, Antelope Valley College Foundation, student success and equity, accountability reporting for community colleges, student learning outcomes, budget, Counseling and Matriculation Division, changes to the college web site, negotiations, green technology, photography, Aircraft Fabrication and Assembly program, new financial aid disbursement process, Workforce Innovation Regional Economic Development (WIRED) grant; Palmdale programming and site update and opportunities, sabbatical leave, 2007-2008 audit, tentative budget, adopted budget, and status of Theater Arts Facility project.
2. Presented 228 items for approval and 22 information items at Board meetings held during the 2008-2009 academic year.
3. Provided monthly reports to the Board regarding the Palmdale campus, progress in resolving audit findings, and the contract with Public Private Ventures.
4. Provided calendars of meetings and events on a routine basis.
5. Responded to numerous requests from board members for research, special reports, presentations, and addition of items to the meeting agenda.
6. Invited board members to represent the college at important community events.
7. Remained available to trustees by phone, e-mail, and in person on a scheduled or drop-in basis.
8. Held monthly meetings with the Board President to review meeting agendas and discuss campus issues.
9. Routinely provided board with campus news, events, and concerns through e-mail notices and telephone calls.
10. Provided copies of correspondence regarding important advocacy efforts and campus issues.

11. Routinely provided information about statewide community college issues through e-mail reports from consultants and advocates.
12. Provided access to state and local leaders.

XI. Develop and implement a strategy to improve revenues/reduce expenditures at the Cafeteria and Bookstore. Evaluate and report on alternatives with outside vendors.

Progress Toward Goal

1. Language Arts Division worked with publishers to consolidate textbook packaging to reduce costs for students and provide most instructor materials online.
2. Implemented infrastructure in preparation for processing credit card transactions in the Cafeteria.

XII. Strengthen collaboration with the Antelope Valley College Foundation to increase financial support for the district's mission through private gifts and community partnerships.

Progress Toward Goal

1. The Superintendent/President met with prospective donors to discuss naming opportunities, conducted tours for new board members, contributed to the Foundation newsletter, and attended Foundation Board and Executive Committee meetings to provide updates and support fundraising efforts.
2. Foundation representatives invited to division meetings.
3. Divisions donated baskets to annual Achievement Awards dinner.

XIII. Examine, evaluate, and clarify committee tasks to improve efficiency as needed.

Progress Toward Goal

1. Language Arts Division utilized ad hoc committees to complete special tasks, such as student learning outcomes assessments, information gathering for showcasing the division, and hiring committees.
2. College Coordinating Council maintained and updated information for all committee's on campus.

XIV. Gain accreditation from the Commission on Peace Officer Standards and Training (POST) for the campus police department by the end of 2008-2009 academic year.

Progress Toward Goal

1. Presented reports to the Board of Trustees regarding the status of gaining accreditation from the Commission on Peace Officers Standards and Training for the campus police department at the October 13, 2008; November 10, 2008; and March 9, 2009, meetings.
2. Due to state budget crisis and internal issues, the POST representative has been unable to travel to campus for the necessary accreditation visit.
3. Interviews for new Chief of Police scheduled week of June 1, 2009.