



ANTELOPE VALLEY COLLEGE  
ACADEMIC SENATE MEETING  
AGENDA

September 19, 2013  
3:00 p.m. – 4:30 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 - attachment
  - a. September 5, 2013 Minutes
5. REPORTS (5 minutes maximum)
  - a. Student Learning Outcomes - Dr. Fredy Aviles
6. INFORMATIONAL ITEMS
  - a. Faculty Recognition Day Coordinator
  - b. Academic Senate Adjunct Representative Election – Runoff Election
7. ACTION ITEMS
  - a. Distance Education & Technology Committee (DETC) Chair – Dr. Nancy Bednar - attachment
  - b. Dr. Irit Gat, Faculty Professional Development Committee Chair – Dr. Irit Gat – Summer Stipend - attachment
8. DISCUSSION ITEMS
  - a. Program Review Template
  - b. Senate Goals/Educational Master Plan
  - c. Reorganization
9. SENATE ADMINISTRATIVE BUSINESS
  - a. Minimum Qualification and Equivalency Review  
Math, Science & Engineering - Environmental Tech: Water Treatment - attachment
  - b. Appointments  
Adjunct Representative – Faculty Professional Development Committee
    - Cindy Walter - attachment
  - c. Academic Ranking
    - Santi Taffarella – Professor - attachment
  - d. Appointment - Evaluation Committee (One-Year Temporary Full-Time) – Math
    - Rachel Jennings

e. Announcements

2013 Fall Plenary Session – November 7 - 9, 2013, Irvine Marriott

9. ADJOURNMENT

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mr. Maria Clinton, 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  
MINUTES

September 19, 2013  
3:00 p.m. – 4:30 p.m.  
SSV 151

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

1. CALL TO ORDER AND ROLL CALL  
The Academic Senate meeting of September 19, 2013 was called to order at 3:05 p.m. by Ms. Maria Clinton, Senate President.
2. OPENING COMMENTS FROM THE SENATE PRESIDENT
  - Ms. Maria Clinton reported seeking counsel from the College Coordinating Council (CCC) regarding the baggy clothing issue discussed at the September 5, 2013 Senate meeting. She reported if guidelines for excessive jewelry, baggy clothing, etc. are addressed in the syllabus, they may be enforced as such. Concerns may be in relation to safety with labs, non-interference with learning environment, emergencies on campus, etc.
  - Ms. Clinton reminded members that subcommittees of the Academic Senate are working committees that address the Senate with recommendations based on what the Senate has asked them to do. Ms. Clinton advised members to honor the recommendations coming from a committee who has done due diligence and homework to bring the recommendation forward.
3. OPEN COMMENTS FROM THE PUBLIC
  - Dr. Susan Lowry reported a vision from the Associated Student Organization (ASO) President: the ASO President will bring forward an initiative to put into policy the 15-minute rule: If faculty does not arrive at their perspective class within 15 minutes of the start of class, students can leave without penalty. The ASO feels that if faculty cannot give students the courtesy of being on time, the student should not be penalized for leaving. The ASO asked if the Union would be upset. Dr. Lowry was unsure whether faculty opinion would be solicited. She stated the concept is not contractual. She suggested the Senate might consider whether to support the initiative as a body, or leave alone, allowing the ASO to take it forward on their own.
  - Dr. Ron Chapman reported an increase in the requirements and paperwork from the Office of Students with Disabilities. New requirements include tolerance of behavioral issues, unrestrictions, accommodations, acceptance of overdue assignments without penalty, and reprieve for tardiness.
4. APPROVAL OF MINUTES - attachment
  - a. September 5, 2013 Minutes  
Minutes of the September 5, 2013 Senate meeting were approved with corrections.  
*A motion was made and seconded to amend the agenda to add 5b. Legislative Report – Dr. Glenn Haller. Motion carried.*
5. REPORTS (5 minutes maximum)
  - a. Student Learning Outcomes - Dr. Fredy Aviles  
Dr. Fredy Aviles, Chair of the Student Learning Outcomes Committee, gave the following report:  
Since summer 2013 the SLO committee has accomplished the following:
    - **Held Welcome Back FPD:**
      - **Integrated Planning (Friday 8/16, 9:30 am and 2:15 pm, SSV 151):** Both sessions went very well. Several, faculty and staff that attended commented that they better understand integrated planning and why it is needed. The morning session had about 100 attendees, the afternoon session only about 30.

FPD: Are We There Yet? Learning Outcomes, Integrated Planning... (Friday 8/16, 11:30 am, SSV 151): Attended by about 30 participants. Went well. Attendees had many questions that were answered. Provided info on current compliance rates for SLO, PLO, and OO and about important dates. Also, covered new SLO/PLO revision process that will work via CurricUNET and went over integrated planning.

- Reviewed and approved SLOs for new courses: PSY 200
- Reviewed and approved PLOs for new programs: ANTH AA-T
- Reviewed and Approved SLO Revision for courses:
- NS 110, NS 111, NS 120, NS 121, NS 122, NS 200, NS 230, NS 231, NS 232, NS 240, NS 241, CHIN 101, CHIN 102, BIOL 204, DFST 101, DFST 102, DFST 102L, DFST 105, DFST 106, DFST 108, DFST 201, DFST 201L, DFST 202, INT 201, INT 202, INT 203, INT 204, INT 205, INT 206, CFE 201, BUS 101, BUS 212, OT 101, OT 102, OT 105, OT 113, PSY 212, PSY 233, PSY 244, DM 103, DM 103L, DM 113, DM 113L, DM 115, DM 115L, DM 133, DM 133L, DM 203, DM 203L, DM 205, DM 205L, DM 213, DM 213L, DM 215, DM 215L, DM 233, DM 233L, ACCT 111, ACCT 113, ACCT 205, PSCI 101, ESL 018, ESL 019, ESL 020, ESL 023, ESL 028, ESL 029, ESL 030, ESL 033, ESL 036, ESL 039, ESL 040, ESL 043, ESL 048, ESL 049, ESL 058, ESL 059
- Dean of DIERP Dr. Meeta Goel provided info about “The Big Picture: Connecting the college mission/goals and student, course, program, and institutional level learning outcomes.” More discussion on this topic will occur in future meetings
- Reviewed SLO committee member responsibilities
- Discussed and trained SLO committee members on SLO/PLO revision process on CurricUNET. SLO/PLO revision process now fully functional in CurricUNET.
- Reviewed SLO Committee goals for fall 2013-sprin 2014
- Discussed Matthew Lee recommendations for consensus and ground rules: the committee rejected the recommendations and instead favors “majority rule” for making decisions. The committee also felt that the recommended ground rules are unnecessary since committee members already behave accordingly.

b. Legislative Report – Dr. Glenn Haller

Dr. Glenn Haller gave the following Legislative Report:

Everything is now out of the legislature and has either failed or is on the Governor's desk for signature. I will have a full report at the October 17, 2013 Senate meeting, but I wanted to touch on SB 440 which is a clarification of SB 1440 and is sitting to be signed. A part we have been looking at is the following:

- (B) Before the commencement of the 2015-16 academic year, a community college shall create an associate degree for transfer in the major and area of emphasis offered by that college for any approved transfer model curriculum finalized prior to the commencement of the 2013-14 academic year.
- (C) A community college shall create an associate degree for transfer in every major and area of emphasis offered by that college for any approved transfer model curriculum approved subsequent to the commencement of the 2013-14 academic year within 18 months of the approval of the transfer model curriculum.
- (D) Before the commencement of the 2015-16 academic year, there shall be the development of at least two transfer model curriculum in areas of emphasis and, before the commencement of the 2016-17 academic year, there shall be the development of at least two additional transfer model curriculum in areas of emphasis.

6. INFORMATIONAL ITEMS

a. Faculty Recognition Day Coordinator

Ms. Clinton thanked Dr. Susan Lowry for coordinating Faculty Recognition Day in May 2013. She solicited members seeking a volunteer Coordinator for Faculty Recognition Day 2014.

- b. Academic Senate Adjunct Representative Election – Runoff Election  
Ms. Clinton reported a tie for the run-off election for the Adjunct Faculty Representative election. A runoff election between candidates Larry Veres and Lisa Volk is in progress, and will close September 23, 2013. The newly elected representative will be seated at the October 3, 2013 Senate meeting. Ms. Clinton noted only twenty-three adjunct faculty members participated in the election.

7. ACTION ITEMS

- a. Distance Education & Technology Committee (DETC) Chair – Dr. Nancy Bednar – attachment  
Ms. Clinton reported Dr. Nancy Bednar was absent due to surgery. Ms. Clinton explained the request from Dr. Bednar to add the position of the Distance Education and Technology Committee Chair to a position on the Information Technology Committee.  
*A motion was made and seconded to approve the request to add the DETC Chair to the Information Technology Committee.*  
Members discussed the request and agreed the positions would complement one another, as both committees can work together for clear communication campuswide.  
*Motion carried.*
- b. Dr. Irit Gat, Faculty Professional Development (FPD) Chair – Dr. Irit Gat – Summer Stipend  
Dr. Irit Gat, Faculty Professional Development Chair addressed members with a request for a summer stipend. Dr. Gat reviewed the list of duties she performed through summer for her work as Co-Chair of the FPD Committee. Ms. Clinton explained that many Senate Co-Chairs, including Dr. Gat work during summer without release time, and supports Dr. Gat’s request to move forward to the Mutual Agreement Council. Ms. Clinton noted the following Co-Chairs receive a stipend:
  - AP&P
  - DETC
  - Honors
  - Accreditation
  - Student Learning Outcomes

*A motion was made and seconded to take the request to the Mutual Agreement council to have LHE reflective of hours worked over the summer for the Faculty Professional Development Co-Chair.*  
Discussion was made in favor of the request. Ms. Karen Lubick supported the request but addressed her concern that Chairs may eventually ask for LHE for work performed during intercession. Ms. Clinton clarified she has asked Chairs to document and report their committee work during summer. She will bring the compiled report to the Senate for discussion, prior to presentation to MAC.  
*Motion carried.*

8. DISCUSSION ITEMS

- a. Program Review Template  
Ms. Clinton apologized for not providing a Program Review Template. She solicited members for division feedback regarding whether the Academic Senate should be included in the upcoming Program Review report as part of Academic Affairs, or as a standalone group. Most members either had not met with their division yet, or did not have the opportunity to speak during their perspective division meeting. Ms. Karen Lubick suggested a consensus agreement to fold into Academic Affairs for the review. Dr. Ed Beyer suggested placing the topic on the agenda for action at the October 3, 2013 Senate meeting. Mr. Jack Halliday noted the item must be structured and developed prior to consideration for action.
- b. Senate Goals/Educational Master Plan  
Ms. Clinton solicited members for division feedback regarding Senate Goals and the Educational Plan. Ms. Elizabeth Sundberg reported the Health Sciences division is reviewing the goals. Again, most members had not had the opportunity to address their perspective divisions. Ms. Clinton stated since there was time for campus discussion, the item will be brought back for future discussion.
- c. Reorganization  
Ms. Clinton reported she met with President Ed Knudson, and requested his presence at the Senate meeting. Mr. Knudson was in Fresno and unable to attend the meeting, but Ms. Clinton distributed a letter from Mr. Knudson to address and clarify his goals as well as the reorganization in question by the Senate.

Members reviewed the letter. Dr. Lee Grishman stated Mr. Knudson had not yet addressed the goals. Members charged the rationale is not satisfactory to the Senate. Dr. David Newby asked for clarification whether communication of the reorganization is on the table, and whether faculty will hear the parameters. Dr. Ed Beyer noted feedback prior to August was inappropriate, insincere and untimely.

Dr. Beyer agreed to draft a memo to the College Coordinating Council or Mutual Agreement Council, addressing a the Senate stance. Dr. Beyer will present it at the October 3, 2013 Senate meeting. Ms. Clinton will gather comments and send an email to the Senators with feedback gathered. Members agreed the reorganization process requires more time to address all issues.

Dr. Susan Lowry will send an email with feedback, and a timeline of when to anticipate additional feedback.

Ms. Karen Lubick reported the following suggestions from her division:

- Implementation of Educational Plan goals that say ‘faculty’ concerns – how is faculty aware of their individual responsibility? How is it documented? How do we know the goal is met?  
Example: Faculty involvement in Student Advisement/Counseling.
- For all committees:
  - More streamlined decision-making and implementation
  - More direction/training to run & participate in meetings

Dr. Lee Grishman noted the President did not disclose a due date. Dr. Grishman addressed the need for a timeline and mechanism, assigning the responsibility to the President’s structure. He noted the absence of a cohesive plan, consensus and discussion.

Discussion included frustration that faculty who complain the most do not do anything. Members discussed the possibility of holding a Town Hall Meeting, and the idea that faculty will get excited in a public face-to-face meeting, but not a division meeting.

Ms. Clinton reiterated her goal of feedback from the divisions. She directed Senators to send emails soliciting feedback. Her goal is to have additional feedback to report at the October 3, 2013 Senate meeting. Ms. Clinton will take the list to Dr. Meeta Goal, Director of Institutional Research, to send to all faculty for ranking.

Mr. Jack Halliday noted the reorganization is on the fast track that will be finished by intercession unless the train is stopped. Comments charged at a structure wrong to begin with, and bounced from a poor foundation. After lengthy discussion it was agreed that Dr. Susan Lowry and Ms. Clinton will meet with President Knudson together immediately.

## 9. SENATE ADMINISTRATIVE BUSINESS

### a. Minimum Qualification and Equivalency Review

Math, Science & Engineering - Environmental Tech: Water Treatment – attachment

*A motion was made and seconded to approve the Minimum Qualification and Equivalency for the Environmental Tech Water Treatment. Motion carried.*

### b. Appointment

Adjunct Representative – Faculty Professional Development Committee

- Cindy Walter – attachment

*A motion was made and seconded to ratify the appointment of Cindy Walter as Adjunct Representative of the Faculty Professional Development Committee. Motion carried.*

c. Academic Ranking

- Santi Taffarella – Professor – attachment  
*A motion was made and seconded to approve the Academic Ranking of Santi Taffarella. Motion carried with two (2) abstentions.*

d. Appointment - Evaluation Committee (One-Year Temporary Full-Time) – Math

- Rachel Jennings  
*A motion was made and seconded to approve the appointment of Rachel Jennings to the Evaluation Committee (One-Year Temporary Full-Time) – Math. Motion carried.*

e. Announcements

2013 Fall Plenary Session – November 7 - 9, 2013, Irvine Marriott

9. ADJOURNMENT

The Academic Senate meeting of September 19, 2013, was adjourned at 4:32 p.m. by Maria Clinton, Academic Senate President.

MEMBERS PRESENT			
Maria Clinton	Dr. Lee Grishman	Karen Lubick	Cathy Overdorf
Dr. Ed Beyer	Dr. Glenn Haller	Ty Mettler	Terry Rezek
Dr. Liette Bohler	Jack Halliday	Kathy Moore	Van Rider
Dr. Ron Chapman	MaryAnne Holcomb	Dr. David Newby	Ken Shafer
Dezdemona Ginosian	Dr. Matthew Jaffe	Dr. Zia Nisani	Elizabeth Sundberg
MEMBERS ABSENT		GUESTS/EX-OFFICIO	
Mike Hancock		Dr. Fredy Aviles	Dr. Susan Lowry
		Dr. Irit Gat	

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*Approved: October 3, 2013 Academic Senate Meeting*

DATE: September 12, 2013

TO: Academic Senate

FROM: Dr. Nancy Bednar, Co-Chair  
Distance Education & Technology Committee

RE: Appointment – Distance Education & Technology Committee Chair on  
Information Technology Committee

This memo serves as a formal request for the Academic Senate to consider adding the Distance Education and Technology Committee (DETC) Co-chair as a member of the Information Technology (IT) Committee.

I have served on both committees as the Union Representative for two (2) years, and am currently serving the final year on my term as Union Representative on the IT Committee. I have found that what I learned on the IT Committee has made me a more effective DETC Co-chair. For a DETC chair to serve on the IT Committee allows for advocacy for faculty in both areas. I recommend that in the future, one of the Faculty Representative positions on the IT Committee be designated as belonging to the DETC chair.

I thank you for your time and consideration of my request.



September 12, 2013

TO: Academic Senate

FROM: Dr. Irit Gat

RE: Summer Stipend for Faculty Professional Development Chair Position

I am submitting this request for 3-6 LHE for the summer for the Faculty Professional Development Chair Position. Some of the major job duties of the Chair for this committee include maintaining a calendar of events, updating the website forms and also coordinating two Welcome Back Day events for both fall and spring semesters. The time required to put all of this together is enormous and occurs during the summer (and intersession for the Spring Welcome Back Day).

Although some of this is clerical and the coordinator helps with this process, it is nevertheless an overwhelming amount of work. Attached are the documented hours and details of this past summer. The Senate coordinator (currently Nancy Masters) has several other committees and responsibilities during the summer and intersession and I believe it is vital that the FPD Chair help with these FPD events. The FPD Chair should also be knowledgeable of the process and tasks involved in these activities so that when questions or problems arise during the academic year, the Chair can be well-informed to give accurate answers and help resolve problems.

I was not the "official" FPD Chair until July 1, 2013 - however, please note that I started putting in time in June in order to get going on these tasks that have strict deadlines. Thus next summer I will start earlier in June working on these tasks that were handled by the outgoing chair, Kathryn Mitchell, and adding additional work hours to my summer, for which there is currently no compensation.

I thank you for your time and consideration of my request.

**FPD Summer 2013 Hours – Dr. Irit Gat**

- **Total two months (June 15 to August 15) = 69 hours**

**June 15 – 20**

Edited Program descriptions for 2 hours each day (xcel spread sheet – over 100 programs) = **12 hours**

**June 24**

9:30 am – 1:30 pm & 2:30 – 5 pm: Worked with Nancy on program scheduling and updated forms in handbook = **7 hours**

**June 26**

9 am – 12:00 pm: continued work on program scheduling and form updates = **3 hours**

**June 27**

9 am – 1 pm: same as June 26 = **4 hours**

**July 1**

Edited a form and e-mailed to Nancy for webpage (on-line activities – Teri Cleveland, etc) = **1 hour**

**July 2**

Updated Welcome Back Day program descriptions – final edit = **1 hour**

**July 15**

Continued work on Flex calendar = **1.5 hours**

**July 16**

2 pm – 4:30 pm: Worked with Gloria to review handbook details and FilePro set up = **2.5 hours**

### July 17

9 am – 1 pm: continued work on program calendar to schedule rooms – doubled checked for accuracy and labeled programs with their program type and number for Nancy = **4 hours**

### July 18

1:00 pm – 3:00 pm: Planned WBD with Nancy- put together updated descriptions from changed ones via e-mail – planned Alpha Iota and chiropractor coordination with Foundation office (Jim Reddish) = **2 hours**

### July 20

Composed WBD announcement for Maria Clinton regarding Flex deadline changes and other information = **1 hour**

### July 23

1:00 pm – 2:30 pm: finalized WBD program and met Maxine President's office to begin coordination = **1.5 hours**

### July 24

8:30 am – 10:30 am: worked on updating forms and deadlines on webpage with Nancy = **2 hours**

### July 25

Continued to update forms on my own to meet with Nancy again = **3 hours**

### July 29

8:30 am – 2 pm: Worked on Flex calendar- checking xcel sheet with program info for accuracy; continued form updates with Nancy = **6.5 hours**

### July 31

8:30 am - 10:30 am & 3 - 4 pm : finished up calendar confirmation (xcel sheet and programs for Nancy) and program form update to give to committee first meeting = **3 hours**

### August 5

8:30 am - 10 am Met with Meeta Goel to go over and create survey monkeys for Fall, Spring survey monkeys & all year evaluate programs & end of year survey = **1.5 hours**

4:30 pm - 6 pm Xcel data entry- program times and dates to upload to File Pro for Flex handbook = **1.5 hours**

### August 6

Same task as August 5 above: 9 am to noon & 4 pm - 5 pm = **4 hours**

### August 7

Same task as above, cont: 9 am - noon = **3 hours**

### August 8

Same task as above, cont: **2 hours**

### August 9

Notes for Nancy to update FPD handbook = **2 hours**

From: Dr. Lee H. Grishman <[lgrishman@avc.edu](mailto:lgrishman@avc.edu)>  
Date: Fri, Sep 6, 2013 at 5:17 PM  
Subject: Antelope Valley College Equivalency: Water Treatment  
To: Maria Clinton <[mclinton@avc.edu](mailto:mclinton@avc.edu)>, Kenneth Shafer <[kshafer2@avc.edu](mailto:kshafer2@avc.edu)>, Karen Lubick <[klubick@avc.edu](mailto:klubick@avc.edu)>, Van Rider <[vrider@avc.edu](mailto:vrider@avc.edu)>  
Cc: Sharon Lowry <[salowry@avc.edu](mailto:salowry@avc.edu)>

In reviewing the proposed equivalency cited above with VPAA Sharon Lowry in conjunction with the Academic Senate Equivalency Procedure guidelines document dated November, 2006, I am of the opinion that the equivalency as proposed and presented at the last Academic Senate meeting, on September 5, 2013, for Water Treatment faculty meets the definition of equivalency and therefore needs no amending.

Certain of our CTE areas as indicated by the CCCCO document entitled *Minimum Qualifications for Faculty and Administrators in California Community Colleges* (2012) provide for the selection of faculty in those fields with a wider latitude of qualifications that are more experiential in nature than academic. Water Treatment is one of those.

Inasmuch as such equivalencies are in force for existing technical fields at AVC and these equivalencies meet the established guidelines in Senate document "Equivalency Procedure," I recommend that the Water Treatment equivalency be considered among these and be presented once again to the Academic Senate for ratification at the next Academic Senate meeting.



ANTELOPE VALLEY COLLEGE

Mathematics-Science-Engineering Division  
Minimum Qualifications & Equivalencies  
**Environmental Technologies: Water Treatment**

Minimum Qualifications: Any Bachelor's degree **AND** two years of professional experience **OR**  
any Associate degree **AND** six years of professional experience  
Academic Affairs Division, California Community Colleges

Antelope Valley College Equivalency:

**Area: Water Treatment**

- College work, or nationally recognized certifications equivalent to a Baccalaureate degree and two years of related occupational experience in the discipline; or, college work, or nationally recognized certifications equivalent to an Associate degree plus six years of occupational experience related to the discipline. **OR**
- Eight years of experience in the water treatment occupation, three years of which must have included assignment as a supervisor or manager of a water treatment facility.



ANTELOPE VALLEY COLLEGE

ACADEMIC SENATE

Minimum Qualification and Equivalency Review Form

The discipline faculty in the MATH / SCIENCE / ENGR division/area has reviewed the most current (2008) Minimum Qualifications for Faculty and Administrators in California Community Colleges for the following disciplines ENVIRONMENTAL TECH: WATER TREATMENT

The discipline faculty agree that: (Select only one)

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

Date: 08-22-2013

[Signature]  
Academic Senate Representative

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

Discipline Faculty:

LES UHAZY, DEAN  
CHRISTOS VALIOTIS, CHAIR

[Signature]  
[Signature]

Equivalency Committee Approval:

[Signature]  
Equivalency Committee Chair

8/23/13  
Date

Member Initials:

[Initials] [Initials] [Initials]



**Antelope Valley College**  
**Business, Computer Studies, & Economic Development**

**TO:** Senate Executive Committee  
**FROM:** Cindy W. Walter, BCSED Management & Business Instructor  
**DATE:** September 3, 2013  
**SUBJECT:** Letter of Interest for Adjunct Faculty Representative for Faculty Professional Development Committee

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In response to the call for an adjunct faculty representative for the Faculty Professional Development Committee, please consider my letter of interest in filling that position.

As a twenty-year adjunct instructor with the Business, Computer Studies, and Economic Development division, I have extensive experience with professional development at our college. Professional development is an absolute necessity for AVC faculty because it allows us to learn in our own fields, and to reach into other disciplines. Doing so benefits us and our students. By trading concepts, strategies, and methodologies, we are able to perform our duties well. It also allows us to build camaraderie with others. For example, by attending events, I have developed associations with many faculty members, many of whom are not in my division. A few years ago I discovered, on two separate occasions, that two instructors needed immediate assistance with My AVC and Banner, but they were hesitant to ask for aid. So, I voluntarily tutored both of them.

The Faculty Professional Development Committee has the opportunity to broaden the perspective of faculty not only professionally, but also personally. Many events give us an understanding of very different fields and a way to incorporate that knowledge into our lives. For example, as a management and business instructor, one would not realize that I also enjoy creative arts. As a result, I have participated in Rich Sim's pottery events and have produced pieces that decorate my home. Learning different fields helps me to better understand non-business or non-management students when they take my courses.

My discipline is management and business. My specialized area is human resource management. Within that specialty is training and development. I handled the training and development function for a medium-size organization, so I know the concept of professional development well. I have also taught graduate level training and development courses for a university. I prepared my students to become organizational trainers.

AVC has changed dramatically from my starting date. And I have met those changes with enthusiasm. Many changes are reinforced through professional development. For example, I often attend, in person and through CCC Confer, technology-related events offered by Greg Krynen. Allowing faculty to attend virtual training is a huge step in keeping pace with an ever-moving world. The committee should be commended for allowing this type of innovation.

I teach three courses on Mondays and Wednesdays. My last class ends at 1:50 p.m., so I am available for the required meetings at 2:00 p.m. I appreciate your consideration and look forward to hearing from you.





ANTELOPE VALLEY COLLEGE

Application for Academic Ranking

Name: Santi TAFARELLA

Date: Sept. 4, 2013

My current Academic Rank:  Instructor  Assistant Professor  Associate Professor

A. When hired, what degree did you hold?

Degree: MASTERS in English

Academic Rank at Previous College:

Name of College: NA

Rank: \_\_\_\_\_

B. Please refer to the criteria and mark appropriate box(es). In addition, provide the required evidence for the Academic Rank you are requesting:

Assistant Professor

- Additional number of upper division or graduate units\* or
- Additional training hours\* or certification in occupational experience or
- Professional achievement

Associate Professor

- Additional number of upper division or graduate units\* or
- Additional training hours\* or certification in occupational experience or
- Professional achievements

Professor

- Additional number of upper division or graduate units\* or
- Additional training hours\* or certification in occupational experience
- Professional achievements

\* For the first two bullets of each rank, a combination of units and hours can be used (10 hours = 1 semester unit). Units can be accumulative (i.e. Assistant Professor (six units) to Associate professor (additional 3 units = 9 units.)

\*\*Additional degree obtained after the date of initial hire from an accredited institution allows a tenured faculty member to apply for ranking of Professor regardless of current placement.

C. Certification: "I certify that the above information is true and correct."

Santi Tafarella  
Faculty Signature

SANTI TAFARELLA  
Print Name

Sept. 4, 2013  
Date

Senate Approval Date: \_\_\_\_\_

Academic Senate President: \_\_\_\_\_  
Signature

College President: \_\_\_\_\_  
Signature