



**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING
March 3, 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. February 17, 2011 (attachment)
- 5. REPORTS**
 - a. AP&P – Maria Clinton
 - b. Faculty Professional Development (FPD) – Kathryn Mitchell
- 6. ACTION ITEM**

None
- 7. DISCUSSION ITEM**
 - a. Wait List – Online Registration Deadline Date – LaDonna Trimble
 - b. Budget Reduction Suggestions
 - c. Faculty Leadership Positions
- 8. SENATE ADMINISTRATIVE BUSINESS**
 - a. Announcements
 - 2011 Accreditation Institute – March 18-19, 2011 - Napa, CA
 - 2011 Spring Plenary Session – April 14-16, 2011 - San Francisco, CA
 - 2011 Faculty Leadership Institute – June 16-18, 2011 - Monterey, CA (TBC)
 - 2011 Student Learning Outcomes Institute – July 13, 2011 - San Diego, CA
 - 2011 Curriculum Institute – July 14-16, 2011 - San Diego, CA
 - b. Appointments
 - Student Success and Equity Committee
 - Nabeel Atique – Math Rep. (spring 2011 term only)
 - Professor Emeritus
 - John Knapp
- 9. ADJOURNMENT**

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**ANTELOPE VALLEY COLLEGE
ACADEMIC SENATE MEETING**

**March 3, 2011
3:00 p.m. – SSV 151**

1. CALL TO ORDER AND ROLL CALL

Mr. John Toth, 1st Vice President of the Academic Senate called the March 3, 2011 Academic Senate meeting to order at 3:02 p.m.

2. OPENING COMMENTS FROM THE SENATE PRESIDENT

- Mr. John Toth announced Mr. Christos Valiotis was summoned for jury duty. As a result, he would be chairing the meeting as the 1st Vice President of the Senate.
- The budget situation is evolving daily. Currently, the district is making efforts to brace for an \$11 million dollar shortfall.
- An email was recently distributed campus wide detailing the Board approved March 15th letters to Educational Administrators advising them their salaries could be reduced in the 2011 – 2012 academic year “by up to 35 percent through reductions in pay, mandatory furlough days, or both.” This action was taken to provide the district flexibility with having to address the tentative budget situation based on the worst case scenario.
- Several Senators are completing the final semester of their two-year term. Senators were encouraged to forward division replacement names in efforts to begin the process to select a new Senate Executive Committee.
- Mr. Toth introduced and welcomed Mr. Anthony Korwin the Interim Director of Information Technology Services.

3. OPEN COMMENTS FROM THE PUBLIC

- Mr. Anthony Korwin announced he is getting acclimated to the campus culture and technology service area issues. He recently toured the campus to acquire a technology blueprint of the campus. Mr. Korwin indicated he was a classroom instructor for 20 years, of which five years were spent teaching online. He has been working in the Information Technology field for the last 15 years and has a clear understanding of faculty technology needs for classroom instruction.
- Dr. Susan Lowry reported there are a significant number of faculty expressing their concern regarding the recent announcement of a potential 35% pay cut for Administrators. Most are aware of how the March 15th letters work. These letters are standard practice in the educational realm when dealing with uncertain budget times. A March 15th letter does not indicate eminent job loss or pay cut to the stated amount in letters, but provides the district flexibility in addressing the uncertain budget issue. The 35% pay cut figure is a bloated number to provide flexibility in pay reduction figures to address the uncertain outcome of the budget. Full-time faculty will not receive March 15th letters for the 2011 – 2012 academic year, because there is a cushion of adjunct faculty who currently prevent the need for this action at this time. At this point, Full-Time faculty are not in jeopardy of being laid off. Dr. Lowry reported there are several discussions occurring regarding how to mitigate district expenses. The Faculty Union’s current stance is to delay placing any items on the bargaining table until solid numbers relating to the budget are acquired. She is currently waiting for budget information reports from the Vice President of Administrative Services Office so a clear understanding of the total budget can be determined. Dr. Lowry indicated that she realizes the current state of the budget is a big problem and an issue that needs to be addressed. There is a likelihood that faculty will have to look at how to mitigate budget issues by looking at benefits, salary cuts, and work load reduction scenarios. The Faculty Union is going to look at all options to ensure all measure of reductions are as equitable as possible, but will not take any action on initiating any budget reduction scenarios until all budget information is thoroughly reviewed and all options are considered.
- Ms. Sara Rothenberg reported ASO is proposing the implementation of two new student fees. The fees would go towards mitigating costs for Student Health and Student Activities. The Student Health

fee would assist in mitigating the expense of contracting the services of the Care-A-Van, which offers student access to health care services on campus. By implementing a new fee for Health Services, ASO is looking towards the future and assisting in offsetting costs when a permanent Health Services Center is established on campus. The second new student fee proposed is for Student Activities. The Student Activities fee would assist in offsetting costs incurred to coordinate and host campus student activities. The ASO is requesting faculty support in getting the information out to the students. All faculty are encouraged to announce the proposed Student Fees and explain the rationale behind the proposals. Students will have an opportunity to vote on these proposals at the upcoming May 4th and 5th elections.

- On March 8, 2011 a group of campus constituencies will meet to address the issues of potentially dangerous students on campus. Additional information on the outcome of the discussions occurring at this meeting will be distributed campus wide in the near future.

4. APPROVAL OF MINUTES

a. February 17, 2011 (attachment)

A motion was made and seconded to approve the February 17, 2011 Academic Senate minutes. Mr. Terry Cleveland requested a change to the language in Item #7b to reflect “he would explore the possibilities of a workshop to identify potential problem personnel as early as possible, so that successful intervention can be accomplished before people are hurt.” Motion carried as corrected.

5. REPORTS

a. AP&P – Maria Clinton

Ms. Clinton was not available to attend the meeting to provide an AP&P Report. This report will be postponed to an alternate meeting date.

b. Faculty Professional Development (FPD) Committee – Kathryn Mitchell

Ms. Kathryn Mitchell announced the committee is required to survey the faculty annually to determine the most critical professional development needs. It is important to encourage all faculty to complete the evaluation section on their contracts, so the committee is given a clear understanding of critical professional development needs.

The call for Faculty Professional Development proposal was announced over the winter break and closed on Monday, February 28, 2011. Approximately 125 event proposals were received for review and possible inclusion in the 2011 – 2012 program year. During the next several committee meetings committee members will be busy reviewing, ranking and finalizing the approval process of submitted proposals. Ms. Mitchell announced the importance for faculty to remember to double check the scheduled event date to ensure the date/time suits their personal calendars. This way all necessary date/time changes can be made prior to the end of the spring semester. Far too often, faculty request event date/time changes at the beginning of the fall semester when the program has already been calendared. These last minute requests are difficult to accommodate due to the most popular event date/time change generally requested is Friday evenings, which are already booked with another activity.

The feedback received regarding the Spring Welcome Back Day was very positive. There were approximately 250 attendees, which was a significantly higher number of attendees than expected. The evaluation results indicated faculty ranked the event as being a good professional development opportunity in terms of quality of sessions and value. The majority of the positive feedback received was from Adjunct Faculty. Adjunct faculty were able to use this professional development opportunity to fulfill their spring obligations prior to the commencement of the semester. This professional development trial was very successful and faculty can expect the committee will continue to coordinate a Spring Welcome Back Day.

The committee distributed a Call for Faculty Sabbatical Requests at the beginning of the semester and has received one letter of intent. Sabbatical Application Proposals are due Monday, March 14, 2011. The committee will then begin the process of reviewing the application in coordination with the Vice President of Academic Affairs, Ms. Sharon Lowry.

Finally, the committee will begin the process of reviewing and approving Adjunct Faculty Professional Development Plans and Contracts. Several Adjunct faculty have already met their spring obligation requirements by attending the Spring Welcome Back Day or using accumulated hours during the fall semester.

6. ACTION ITEM

None

7. DISCUSSION ITEM

a. Wait List – Online Registration Deadline Date – LaDonna Trimble

Ms. LaDonna Trimble, Dean of Enrollment Services, was unable to attend the Senate meeting due to being off campus. This agenda item will be postponed to a future Senate meeting.

b. Budget Reduction Suggestions

At previous Senate meetings there have been discussions regarding the bleak budget projections and the need for all campus constituencies to develop ideas to mitigate budget expenses. The Senate will forward all feedback to the College Coordinating Council (CCC) for further discussion and consideration.

Business, Computer Studies, and Economic Development – budget reduction suggestions were sent to the Senate President via email.

Health Sciences – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office when acquired.

Language Arts – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office when acquired.

Math, Science and Engineering – there is a scheduled division meeting for Monday, March 7, 2011 and any budget reduction suggestions will be forwarded to the Senate Office when acquired.

Physical Education and Athletics – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office when acquired. The division faculty are busy working on how to go about changing their division name to Kinesiology.

Instructional Resources and Extended Services – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office when acquired.

Social and Behavioral Sciences – faculty suggested eliminating campus concessions (i.e. cafeteria and snack bar) and work on establishing contracted food services from outside agencies.

Student Services – several suggestions have been proposed and provided to the Dean to take forward. Faculty suggested applying for a Title IV waiver. As a designated Hispanic serving institution the district is eligible to apply for a Title IV waiver which would eliminate the percentage expenses required to employ Federal Work Study Students. The district's contribution is 25% of a Student's earnings. Eliminating these cost would allow for more areas to hire Federal Work Study Student Assistants at no cost to the district. Another suggestion was to eliminate family health coverage for district employees and only offer coverage for the employee. In addition, it was suggested to eliminate intercollegiate athletics on campus as most colleges are funding athletics with the support of the community. All of these suggestions and others were provided to the Dean of Counseling and Matriculation, Dr. Roslyn Haley, to forward to the Vice President of Student Services.

Technical Education – the next division meeting is scheduled for Tuesday, March 8, 2011. All budget reduction suggestions will be forwarded to the Senate Office when acquired.

Visual and Performing Arts – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office when acquired.

At-Large Representatives – nothing to report at this time but all budget reduction suggestions will be forwarded to the Senate Office if acquired.

Adjunct Faculty Representative – nothing to report at this time. Adjunct faculty have more questions about how budget reductions will impact their constituency on campus.

Associated Student Organization – currently ASO is looking at how to mitigate expenses in their immediate budget, and will be advocating the approval of accessing two new student fees: Health Services and Student Activities fees. In addition, Ms. Rothenberg stated that ASO would not support the elimination of campus concessions because this is one of the largest sources of income garnered for ASO. Taking this action would be detrimental to their organization on campus.

c. Faculty Leadership Positions

Mr. Toth announced there are several key Faculty Leadership positions open for consideration. A call was distributed to Full-Time Faculty indicating a shadowing opportunity is available for the 2011 – 2012 academic year for anyone interested in serving in any of the announced leadership positions. These are key positions on campus and Senators were encouraged to look within their divisions to see if there are any faculty members who should be encouraged to consider one of the leadership positions. The following positions are open for consideration: Academic Senate President, AP&P Co-Chair, Distance Education Co-Chair, Honors Coordinator, Program Review Coordinator, Student Learning Outcomes Co-Chair, and Tenure Review Coordinator.

8. SENATE ADMINISTRATIVE BUSINESS

a. Announcements

- 2011 Accreditation Institute – March 18-19, 2011 - Napa, CA
- 2011 Spring Plenary Session – April 14-16, 2011 - San Francisco, CA
- 2011 Faculty Leadership Institute – June 16-18, 2011 - Monterey, CA (TBC)
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b. Appointments

- Student Success and Equity Committee
 - Nabeel Atique – Math Rep. (spring 2011 term only)
A motion was made and seconded to approve Mr. Nabeel Atique as the Math Representative on the Student Success & Equity Committee. Motion carried.
- Professor Emeritus
 - John Knapp
A motion was made and seconded to approve the academic ranking of Professor Emeritus to Mr. John Knapp. Motion carried.

9. ADJOURNMENT

A motion was made and seconded to adjourn the March 3, 2011 Academic Senate Meeting at 3:45 p.m. Motion carried.

MEMBERS PRESENT		
Paul Ahad	Kathy Moore	Casey Scudmore
Ron Chapman	Mike Pesses	Ken Shafer
Mark Covert	Berkeley Price	Justin Shores
Carol Eastin (proxy)	Harish Rao	Susie Snyder (proxy)
Luis Echeverria	Terry Rezek	John Toth
Glenn Haller	Van Rider	Larry Veres
Jack Halliday	Sara Rothenberg (proxy)	
Mike Hancock	Alex Schroer	
MEMBERS ABSENT		GUEST PRESENT
Enrique Camacho	Elizabeth Sundberg	Lee Grishman
Susan Knapp	Christos Valiotis	Anthony Korwin
Sandra Robinson		Kathryn Mitchell