



# Academic Policies & Procedures

<b>AP&amp;P Minutes- DRAFT</b>		<b>Thursday, April 22, 2021 3:00 pm – 5:30 pm via Zoom</b>		
<p><b>Type of Meeting:</b> <i>Regular</i>  <b>Note Taker:</b> <i>Sam Darby</i>  <b>Please Review/Bring:</b> The past minutes for accuracy.</p>				
<i>Committee Members:</i>				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <i>Kathryn Mitchell, Co-chair</i>  <i>Isabelle Saber, Co-chair</i>  <i>Dr. Jessica Eaton, Articulation Officer</i>  <i>Timothy Sturm, CTE Representative</i>  <i>Kent Moser, CTE Representative</i>  <i>Vacant, HSS Representative</i>  <i>Maria Kilayko, HSS Representative</i>  <i>James Dorn, MSE Representative</i>  <i>Richard Biritwum, MSE Representative</i>  <i>Jeffrie Ahmad, R&amp;L Representative</i>  <i>Dr. Richie Hao, R&amp;L Representative</i>  <i>Dr. Ronald Chapman, SBS Representative</i> </td> <td style="width: 50%; border: none; vertical-align: top;"> <i>Dr. Ibrahim Ganley, SBS Representative</i>  <i>Cynthia Littlefield, A&amp;H Representative</i>  <i>Dr. Ariel Tumbaga, A&amp;H Representative</i>  <i>Dr. Scott Lee, Library Rep, Librarian, DE Liaison</i>  <i>Luis Echeverria, Student Services, Counseling</i>  <i>Gabrielle Poorman, Adjunct Representative</i>  <i>Greg Borman, Administrative Position</i>  <i>Riley Dwyer, Administrative Position</i>  <i>LaDonna Trimble, Administrative Position</i>  <i>Cindy Hendrix, Outcomes Representative</i>  <i>Ronda Nogales, Outcomes Representative</i>  <i>Mariano Eguizaba, Student Representative</i> </td> </tr> </table>			<i>Kathryn Mitchell, Co-chair</i> <i>Isabelle Saber, Co-chair</i> <i>Dr. Jessica Eaton, Articulation Officer</i> <i>Timothy Sturm, CTE Representative</i> <i>Kent Moser, CTE Representative</i> <i>Vacant, HSS Representative</i> <i>Maria Kilayko, HSS Representative</i> <i>James Dorn, MSE Representative</i> <i>Richard Biritwum, MSE Representative</i> <i>Jeffrie Ahmad, R&amp;L Representative</i> <i>Dr. Richie Hao, R&amp;L Representative</i> <i>Dr. Ronald Chapman, SBS Representative</i>	<i>Dr. Ibrahim Ganley, SBS Representative</i> <i>Cynthia Littlefield, A&amp;H Representative</i> <i>Dr. Ariel Tumbaga, A&amp;H Representative</i> <i>Dr. Scott Lee, Library Rep, Librarian, DE Liaison</i> <i>Luis Echeverria, Student Services, Counseling</i> <i>Gabrielle Poorman, Adjunct Representative</i> <i>Greg Borman, Administrative Position</i> <i>Riley Dwyer, Administrative Position</i> <i>LaDonna Trimble, Administrative Position</i> <i>Cindy Hendrix, Outcomes Representative</i> <i>Ronda Nogales, Outcomes Representative</i> <i>Mariano Eguizaba, Student Representative</i>
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Items	Person	Action		
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	Meeting called to order at 3:03 p.m. Motion to amend agenda "Minutes to 4/08/21."		
II. Minutes 4/08/21	<i>All</i>	Motion to approve 04/08/21 minutes Motion seconded Correction to a statement "No exact definition matches; it's <b>not</b> a combination of the 4 definitions." Motion approved		
III. Informational Item - AP&P Work 2021-22 - Division Reps	<i>Kathryn Mitchell</i>	<b><u>Issues Discussed:</u></b> AP&P Work 2021-22 DE questions to be revised with DETC approval. Work Experience process. Catalog consistency and language. Maybe working with Guided Pathways.  <b><u>Issues Discussed:</u></b> Division Reps Remind division to vote on reps Send information to Sam		
IV. Discussion - Correspondence Ed - DETC Representative Needed - Senate Year-End Report	<i>Kathryn Mitchell</i>	<b><u>Issues Discussed:</u></b> Rep Chapman questioned the clarity from the Correspondence Ed document. It was discussed that this language comes from the Chancellor's Office.  No additional feedback.		



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		<p><b><u>Issues Discussed:</u></b>  DETTC Representative to be liaison  Discussion of new rep  Kent Moser</p> <p><b><u>Follow up</u></b>  Redo workflows to include DETTC Rep.</p> <p><b><u>Issues Discussed:</u></b>  Senate Year-End Report no changes recommended</p>
V. Reports		
VI. Action <ul style="list-style-type: none"> <li>- AP&amp;P Handbook</li> <li>- AP&amp;P Change in Membership <ul style="list-style-type: none"> <li>- Athletics &amp; Kinesiology division</li> </ul> </li> </ul>	<i>Kathryn Mitchell</i>	Motion to approve AP&P Handbook Motion seconded Motion approved  AP&P Change in Membership to include reps from Athletics & Kinesiology division Motion seconded Motion approved



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<p><i>New Course Developments</i> None</p> <p><i>Course Deactivations</i> None</p> <p><i>Emergency Distance Education</i> None</p> <p><i>Non-substantial course revisions</i> HD 103 Career Planning</p> <p><i>Substantial course revisions</i> CA131 Relational Database Management and Design CA159 SUSE Linux Server Administration CA165 Digital Forensics Fundamentals CA171 Introduction to Networking CA175 Administering Windows Server CA176 Windows Server Networking CA182 Network Security CA183 Security Countermeasures CA185 Network Security - CCNA Security</p> <p><i>Substantial Program revisions</i> All Automotive Systems A.S.* All Automotive Systems Cert* Business Administration 2.0 A.S.-T.* Computer Science A.S.-T.* IT Cybersecurity A.S.*</p> <p><i>Non-substantial Program revisions</i> None</p> <p><i>Program Discontinuance</i> Drafting Engineering Technology</p>		<p>HD 103 Motion to approve HD 103 pending correction to methods of instruction.</p> <p>Motion to approve CA 131 CA 159 CA 165 CA 171 CA 175 CA 176 CA 182 CA 183 CA 185 Motion seconded Motion approved</p> <p><i>Programs with * will be treated as "new programs" for purposes of submissions to COCI.</i></p> <p>Motion to approve All Automotive Systems A.S. (Previously Driveability, Emission &amp; Electrical A.S.) Discussion of crosswalk. Change in name, appropriate process.</p> <p>All Automotive Systems Cert (Previously Driveability, Emission &amp; Electrical Cert.) Approval pending upload of LMI, Consortium &amp; Advisory minutes.</p> <p>Motion to approve Business Administration 2.0 A.S.-T. Motion seconded Motion approved</p> <p>Motion to approve Computer Science A.S.-T. Motion seconded Motion approved</p> <p>Motion to approve IT Cybersecurity A.S. Motion seconded Motion approved</p> <p>Motion to ratify the discontinuance: Drafting Engineering Technology</p>
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		Motion seconded Motion approved
VII. Closing Comments	<i>Kathryn Mitchell</i>	Meeting adjourned 4:20 p.m. Motion to adjourn
<b>NEXT MEETING DATE: Fall 2021</b>		