

ANTELOPE VALLEY COLLEGE
Academic Affairs Office

DATE: May 10, 2012
LOCATION: BE 321 – Computer Room
TIME: 3:09 p.m.

<u>MEMBERS PRESENT</u>		<u>MEMBERS ABSENT</u>
Jeffrie Ahmad, Faculty	Lisa Karlstein, Faculty	Maria Clinton, Cochair Les Uhazy, Dean
Richard Coffman, Faculty	Scott Lee, Faculty	
De'Neen Coleman-Carew	Cynthia Littlefield, Faculty	
Margaret Drake, Dean	Mrs. Sharon Lowry, V. P. Academic Affairs	
Chris Dundee, ASO Student	Donna Meyer, Faculty	
Tooraj Gordi, Faculty	LaDonna Trimble, Dean	
Lee Grishman, Articulation	Denise Walker, proxy Health Sciences	
Linda Harmon, Faculty	Darcy Wiewall, Faculty	
Tom Hutchison, Faculty		
<u>GUESTS PRESENT</u>		
Newton Chelette	Berkley Price	
David Newby		

2011-2012
Academic Policies & Procedures Committee Meeting No. 13
MINUTES

1. CALL TO ORDER AND ROLL CALL

A motion was made and seconded to call the May 10, 2012 AP&P Committee Meeting to order at 3:09 p.m. Ms. Linda Harmon, AP&P Faculty Co-Chair proxy, called the meeting to order at 3:09 p.m. and requested an amendment to the meeting to add Opening Comments from the Public, table item 4a, and add action items 9b-r and 10a-d. Motion carried.

2. OPENING COMMENTS FROM THE PUBLIC

Dr. David Newby and Mr. Berkley Price were present to express their concerns with the removal of the repeatability for the courses listed under Action Item 7c. Mr. Price stated that he has been scrambling to find information online which states the legislature's and Chancellor's Office stance on this topic. He stated that it is not the recommendation of the Chancellor's Office to remove repeatability for all the courses listed under 7c. In fact what the Chancellor's Office has stated is the need to belt-tighten but with a few exceptions being made with athletics, music and all these other areas. Mr. Price continued to state that his suggestion to this committee is to take time to review all these courses or areas of courses and make the necessary changes. He serves on the Academic Senate and they expect that those recommendations be brought to them for approval. He also stated that he would like the time to review these courses in accordance with the Chancellor's Office requirements, who allow exceptions for athletics, band, orchestra, choir, etc. He stated that they have a new music degree for transfer that includes the courses in band, orchestra, and choir. Mrs. Lowry stated that there are two separate issues in the items outlined by Mr. Price. The first is that there are repeatability changes going to the state to be approved by the Board of Governors, which is not the issue being discussed today. This committee is addressing the compliance issue related to the existing legislation on repeatability in Title 5 so that if the college is audited on repeatability we will not be asked to pay back apportionment funds for those students who repeated a non-repeatable course. Mrs. Lowry continued to state that Mr. Price and Dr. Newby are correct that repeatability is applicable to some of their courses, however there are other courses in other areas that do not qualify for repeatability and are designated incorrectly. If those courses are left to maintain their repeatability and we are audited, we will be held responsible for paying back apportionment received for those students who repeated the course, which would be devastating to this district. Mr. Price agreed that clean-up is needed however all the courses are listed on the agenda as an action item so he is here to plead on a course by course basis for those courses in his area. Mrs. Lowry stated that she had a conversation with Dean Chelette yesterday indicating the need to justify the maintenance of repeatability for those courses that qualify. Ms. Ahmad asked that if this body approved repeatability for these courses, isn't that enough to maintain their repeatability. Mrs. Lowry stated that perhaps the right word is incorrectly approved, which she takes responsibility for those courses approved since she became co-chair, however if we do nothing, we will be held responsible to pay back the apportionment received for any course that was repeated by a student but is not eligible. She stated that dialogue on this topic is occurring at the State level and we are not the only college that is out of compliance on this issue. However, locally the dialogue started last fall in regards to our clean-up efforts and if faculty were given over six months to look at their repeatability and prepare justification to maintain, then perhaps our faculty would have evaluated

their courses in a timely manner. Perhaps certain areas felt that their courses were legitimately approved to have repeatability so faculty thought they were ok but this committee requested proof be brought here for approval in the way of a memo. Dr. Newby requested to clarify that faculty are supposed to go through that big list and determine which course is appropriate to have repeatability and others are ok to not have repeatability. Mrs. Lowry stated that yes, simply write up a memo that justifies the repeatability but we have found out that some courses in our catalog have repeatability but are not approved as an activity, they are approved with more lecture. She also stated that if it is an activity course and thus qualifies to be repeatable then we also need to establish the repeats to be across a series of like courses, which is done correctly in Dance and Tennis, Kinesiology. Ms. Littlefield stated that last year, Dance cleaned up their course repeatability last year so that students who take a series of like courses, beginning, intermediate, and advance, are only allowed a total 4 enrollments across the three courses. Ms. Ahmad stated that she is still looking for a little wiggle room for that one course, forensics, since so much energy has gone into the success of this course and pedagogically the students are going to suffer. Mrs. Lowry stated that actually this course is an example of a course that is built as a lecture course, it is not approved currently as an activity, so it is not qualified to carry repeatability. The faculty will need to revise the course to make it an activity course and add it to a degree, which will allow it to be repeatable. Ms. Ahmad stated that the Communication Studies degree is submitted in CurricUNET for approval to add forensics to the degree. Mrs. Lowry stated but it has not been approved yet by AP&P. Dean Chelette stated that it was his understanding that this issue would not be implemented until Fall 2013. Mrs. Lowry stated that we are not concerned at this time about the rules being vetted now for implementation in Fall 2013, we are trying to be in compliance with the current law since in some areas we are not following the law. Ms. Ahmad asked if her area were to find other colleges that allow repeatability for forensics as a lecture class if that would allow our class to be repeatable to which Mrs. Lowry reminded her that it is against Title 5 to allow repeatability for lecture courses. She also stated that at the State level they are making a change to Title 5 to allow repeatability for Forensics and MUN in the future but at this time they do not qualify. Dean Trimble stated that last year when we were audited the State asked all the Community Colleges to provide a set of data related to our courses, more data elements than the previous audit, and in 5 years they have added 3 additional components that were not previously required. The State know everything about our courses, they know how we offer our courses, not only because it is in the State database but because of these audits and everyone in the State knows that repeatability will be part of the next audit. If when that audit occurs they find that we have not made an effort to be in compliance with Title 5 as it is currently written then they will calculate the amount that we received that we shouldn't have and we will be responsible to remit that amount. Mr. Price stated that we as the faculty would be happy to review our courses and remove repeatability for those courses that do not qualify but would like the opportunity to maintain repeatability for the courses that do qualify. He continued that the language in the agenda is rather harsh and read the proposed Title 5 language on repeatability, to which Mrs. Lowry reminded him that the language has not yet been vetted and is not approved so we have to become compliant with the language as it is currently approved. Mrs. Lowry stated that she has already mentioned that there is hope for Forensics and Model United Nations in the future with the new language if adopted by Title 5. She also stated that the language in the agenda had to be written this way because the request to faculty to provide justification to maintain their repeatability was sent out on February 23 and several areas did not comply with AP&P's request. Mr. Price stated that he was not aware that a request was made. Dean Drake stated that yes a request was made by this committee and Technical Education division complied with the request and in that review decided that some courses do not qualify after all. It was mentioned that Business Administration, Computer Studies and Economic Development division also complied with AP&P's request. Mr. Price stated that he believes that a request was made however he was not made aware of the request in this way, that a memo was need, to which Ms. Littlefield also stated that she misunderstood the request as well. Ms. Ahmad asked that there clearly was a misunderstanding and if there is a window of time that can be allowed for this review of the courses. Dr. Lee asked if a vote can be done via email. Dr. Grishman stated that a meeting is absolutely needed so that we can help to inform each other and so that the experts can be here to discuss their courses. Mrs. Melissa Jauregui stated that this is the last meeting of the semester. Mrs. Lowry stated that she does not mind allow a week for the faculty to review their courses, submit their recommendations, and allow our technical review committee along with Dr. Grishman to go over the list and decide which are questionable. Once a list of questionable courses is created then the instructors can be asked to clarify those courses only but all of this would need to be approved by this committee to allow. Dean Chelette stated that he has no problem submitting the memo for Kinesiology because those courses are clear but he does not feel comfortable approving VAPA since he still needs to meet with 6 different discipline faculty groups.

3. ACTION ITEM

- a. Remove Course Repeatability for the following:

CFE 168	F Rate Pre-Service Training
CFE 177	ILS for Foster Youth
ATH 102L	Prac App of Ath Train I Lab
ATH 103L	Prac App of Ath Train II Lab
DA 102	Beg Ballet

DA 103	Beg Modern Dance
DA 104	Beg Jazz Dance
DA 105	Beg Tap Dance
DA 106	Ballroom Dance
DA 107A	Dance Performance
DA 107B	Dance Performance
DA 107C	Dance Performance
DA 108	Dance Ensemble
DA 113	World Dance-Ethnic Forms
DA 115	Dance Repertory
DA 116	Dance Improvisation
DA 122	Int Ballet
DA 123	Int Modern Dance
DA 124	Int Jazz Dance
DA 125	Int Tap Dance
DA 202	Adv Ballet
DA 203	Adv Modern Dance
DA 204	Adv Jazz Dance
DA 205	Adv Tap Dance
PE 101	Adaptive Physical Education
PE 102	Water Aerobics
PE 103	Aerobic Conditioning
PE 106	Int/Adv Hatha Yoga
PE 107	Hatha Yoga
PE 110	Advanced Baseball Techniques
PE 111	Advanced Tennis Techniques
PE 112A	Beginning Soccer
PE 112B	Intermediate Soccer
PE 113	Advanced Soccer Techniques
PE 115	Advanced Basketball Techniques
PE 120	Advanced Football Techniques
PE 128	Beginning Golf
PE 129	Advanced Golf
PE 135	Physical Conditioning
PE 139	Team Sport Fundamentals
PE 140	Pre-Season Sport Conditioning
PE 145	Adv Womens Fast-Pitch Softball
PE 150	Beginning Swimming
PE 151	Intermediate Swimming
PE 152	Fitness Swimming
PE 155	Beginning Volleyball
PE 156	Intermediate Volleyball
PE 157	Advanced Volleyball
PE 160	Beginning Tennis
PE 161	Intermediate Tennis
PE 162	Advanced Tennis
PE 165	Advanced Track Techniques
PE 170	Beginning Weight Lifting
PE 173	Intermediate Weight Lifting
PE 175	Adv Weight Training for Ath
PE 180	Advanced Volleyball Techniques
PE 187	Yell and Song Leading
PE 188	Pep Squad Leadership
PE 189	Cheer Conditioning
PE 196	Water Safety Instructor
PE 197	Lifeguard Training
PE 200	Intercollegiate Baseball
PE 205	Intercoll Men's Basketball
PE 210	Intercoll Women's Basketball
PE 215	Intercollegiate Cross Country
PE 220	Intercollegiate Football
PE 225	Intercollegiate Women's Tennis
PE 230	Intercollegiate Women's Soccer
PE 237	Intercollegiate Men's Golf
PE 240	Intercollegiate Wmn's Softball
PE 255	Intercollegiate Track

PE 265	Intercollegiate Wmn's Volleyball
COMM 116	Forensics
DFST 101L	American Sign Language (ASL I) Lab
DFST 102L	American Sign Language (ASL II) Lab
DFST 201L	American Sign Language (ASL III/IV) Lab
DFST 205	Numbers, Fingerspelling and Classifiers
DFST 206	Creative Signing
JOUR 123	Newspaper Production
DRFT 150	Intermediate 2-D AutoCAD
DRFT 250	Introduction 3-D CAD Drafting
ENGR 120	Introduction 2-D AutoCAD
GEOG 298A	Special Studies in GIS
GEOG 298B	Special Studies in GIS
GEOG 298C	Special Studies in GIS
GEOG 299	Special Topics-Field Geography
LAC 900	Supervised Tutoring
LAC 901	Supervised Learning Assistance
POLS 120	International Organizations
ART 110	Drawing
ART 113	Painting
ART 116	Illustration
ART 121	Intro to Computer Drawing
ART 121L	Intro to Computer Drawing Lab
ART 130	Ceramics
ART 131	Advanced Ceramics
ART 132	Intro to Ceramics Hand Bldg
ART 140	Watercolor
ART 145	Design and Color
ART 145L	Design and Color Lab
ART 160	Painting/Drawing Techniques
ART 210	Advanced Drawing
ART 213	Advanced Painting
ART 216	Life Drawing
ART 219	Intermediate Illustration
ART 222	Computerized Life Drawing
ART 222L	Computerized Life Drawing Lab
ART 223	Advanced Computerized Drawing
ART 223L	Adv Computerized Drawing Lab
ART 225	Adv Computerized Life Drawing
ART 225L	Adv Computerized Life Draw Lab
ART 230	Human Figure Painting
ART 298	Special Studies in Art
DM 101	Digital Media Arts
DM 101L	Digital Media Arts Lab
DM 103	Graphic Design I
DM 103L	Graphic Design I Lab
DM 105	Flash Animat Interactive Media
DM 105L	Interactive Media Lab
DM 106	Video Design & Prod I
DM 106L	Video Des & Prod I Lab
DM 110	Motion Graphics
DM 110L	Motion Graphics Lab
DM 112	Experimental Digital Video
DM 112L	Experimental Digital Video Lab
DM 113	Photoshop I
DM 113L	Photoshop I Lab
DM 115	Graphic Communications I
DM 115L	Graphic Communications I Lab
DM 127	Web Design and Production I
DM 127L	Web Design and Prod I Lab
DM 128	Web Design and Production II
DM 128L	Web Design and Prod II Lab
DM 133	Digital Printing I
DM 133L	Digital Printing I Lab
DM 143	Computer 2-D Animation
DM 143L	Computer 2-D Animation Lab

DM 145	Computer 3-D Animation
DM 145L	Computer 3-D Animation Lab
DM 203	Graphic Design II
DM 203L	Graphic Design II Lab
DM 205	Digital Illustration
DM 205L	Digital Illustration Lab
DM 206	Video Des & Prod II
DM 206L	Video Des & Prod II Lab
DM 213	Photoshop II
DM 213L	Photoshop II Lab
DM 215	Graphic Communications II
DM 215L	Graphic Comm II Lab
DM 233	Digital Printing II
DM 233L	Digital Printing II Lab
DM 246	Portfolio and Job Search
DM 246L	Portfolio and Job Search Lab
DM 298	Special Studies Digital Media
DM 298L	Special Studies in DM Lab
FTV 134	Intro to Screenwriting
FTV 155	Film Festival Analysis
FTV 215	Directing for Film and Video
FTV 220	Advanced Screenwriting
FTV 230	Digital Cinematography
MUS 121	Voice Class
MUS 126	Classical Guitar
MUS 142	Musical Theatre Workshop
MUS 160	Symphonic Band
MUS 161	Instrumental Ensemble - Wood
MUS 162	Beginning Clarinet Choir
MUS 163	Instrumental Ensemble - Brass
MUS 164	String Ensemble
MUS 165	Instrumental Ensemble - Guitar
MUS 166	Beginning Orchestra
MUS 167	Intermediate Orchestra
MUS 168	Intermediate Clarinet Choir
MUS 170	Beginning Flute Choir
MUS 171	Intermediate Flute Choir
MUS 181	Master Chorale
MUS 183	Master Chorale Sectional
MUS 185	Concert Choir
MUS 186	Gospel Choir
MUS 189	Keyboard Ensemble
MUS 191	Treble Choir-Children's Music
MUS 260	Concert Band
MUS 262	Advanced Clarinet Choir
MUS 266	Advanced Orchestra
MUS 268	Musical Theatre Orchestra
MUS 270	Advanced Flute Choir
MUS 291	Applied Music
MUS 292	Applied Music Performance
MUSC 113	Popular Song Writing
MUSC 122	Stage Voice
MUSC 123	Stage Voice Workshop
MUSC 124	Jazz Improvisation
MUSC 141	Concert Attendance
MUSC 143	Live Sound Reinforcement
MUSC 173	Beginning Jazz Ensemble
MUSC 175	Beginning Rock Band
MUSC 176	Beg Rock Band Workshop
MUSC 222	Popular Vocal Performance
MUSC 223	Popular Instrumental Perform
MUSC 224	Jazz Improvisation Workshop
MUSC 225	Commercial Music Ensemble
MUSC 273	Intermediate Jazz Ensemble
MUSC 274	Advanced Jazz Ensemble
PHOT 213	Life Photography

PHOT 213L	Life Photography Lab
PHOT 250	Advanced Color Photography
PHTC 101	Beg Black and White Photo
PHTC 101L	Beg Black and White Photo Lab
PHTC 125	Beginning Digital Photography
PHTC 125L	Beg Digital Photography Lab
PHTC 150	Beginning Color Photography
PHTC 150L	Beg Color Photography Lab
PHTC 201	Adv Black and White Photo
PHTC 201L	Adv Black and White Photo Lab
PHTC 203	Cameras & Composition
PHTC 203L	Cameras & Composition Lab
PHTC 205	Document&Landscape Photo
PHTC 205L	Document&Landscape Photo Lab
PHTC 211	Wedd, Port & Event Photo
PHTC 211L	Wedd, Port & Event Photo Lab
PHTC 215	Photography Studio Practices
PHTC 215L	Photo Studio Practices Lab
PHTC 275	Advanced Digital Photography
PHTC 275L	Advanced Digital Photo Lab
PHTC 298	Special Studies in Photography
PHTC 298L	Spec Studies in Photo Lab
THA 102	Introduction to Stagecraft
THA 103	Intro to Stage Lighting
THA 110	Fundamentals of Acting
THA 120A	Rehear&Perform: Drama
THA 120B	Rehear&Perform: Comedy
THA 120C	Rehear&Perform: Musical Theatr
THA 120D	Rehear&Perform: Child's Theatr
THA 125	Intermediate Acting Workshop
THA 130	Improvisation
THA 133	Makeup for the Stage
THA 150	Physical Performance Styles
THA 205	Advanced Acting Workshop
THA 215	Acting for the Camera
THA 218	Audition Tech for the Actor
THA 220	Fundamentals of Directing
THA 298A	Spec Studies in Theatre
THA 298B	Spec Studies in Theatre
THA 298C	Spec Studies in Theatre

A motion was made and seconded to move this item up on the agenda. Motion carried with one abstention. Dean Drake stated that her concern is for the catalog deadline and this is the last meeting. She stated that all divisions should have been allowed the same amount of time to get this done and some got it done while others did not but at some point in time the catalog needs to be printed. She stated that if we have courses that have been admittedly, mistakenly approved outside of Title 5, then we need to know that they are tightening up and they are examining Title 5 to see what else can be changed. Dr. Grishman asked then if the committee will be adding a meeting next week. Dr. Newby stated that most of the music courses have not been mistakenly approved and they do qualify because the courses are very different each time they are offered. Ms. Karlstein stated that the same thing could be said for Digital Media because technology changes. Mrs. Lowry and Dean Drake both stated that Digital Media does not qualify to be repeatable because they are lecture courses and they are similar to the computer courses which the state has said are not repeatable, which came from the Chancellor's Office after much discussion. Mrs. Lowry stated that as always the only group that suffers by our faculty not submitting the information in a timely matter, are the students. Professor Ahmad stated that if we do remove repeatability from these courses then the students will suffer, as well. Mrs. Lowry stated that it is not the intent of this committee to hinder students but the faculty were asked to submit the justification to maintain the repeatability by April 26, 2012. Ms. Littlefield asked if her memo could be reviewed so that if additional changes are needed she can make the necessary revisions. The committee discussed whether another meeting can be scheduled for AP&P so that this item can be reviewed if all required paperwork has been completed and submitted by May 18, 2012. A motion was made and seconded to schedule another AP&P meeting on May 24, 2012 at 3:00p.m. Motion carried with DeNean Coleman-Carew being opposed. Mr. Price requested information on how this item would be communicated to those faculty who are affected as well and not present today. Ms. Karlstein stated that she would contact them as soon as this meeting ends by email. He asked how the AP&P representative plans to proceed if a faculty members email is over quota. Dean Chelette stated that he will be contacting them personally and a meeting will be conducted similar to the scheduling process. Mrs. Lowry requested that the February 23 minutes and March 16 memo that

covered repeatability be sent out to all AP&P members and affected discipline faculty. The committee continued to discuss whether quorum will be reached if the meeting will occur. It was realized that quorum will not be reached and therefore an email vote will occur in lieu of a meeting for those courses that will have repeatability removed. Dean Drake requested that once the email vote has complete, an email be sent with the results of this item. It was agreed that an email will be sent with the final decision on this subject.

4. APPROVAL OF MINUTES

a. April 26, 2012

Tabled per motion above.

5. INFORMATIONAL ITEMS

a. CSUGE/IGETC Course Designation

- IGETC
 1. ECON 100 – Area 4
 2. GEOG 101L – Area 5-C
 3. PHIL 109 – Area 3
 4. POLS 200 – Area 4
 5. SOC 200 – Area 4
- CSU/GE
 1. ART 150 – Area C1
 2. ECON 100 – Area D2
 3. PHIL 109 – Area C2
 4. POLS 200 – Area D8
 5. SOC 200 – Area D10

Dr. Grishman reviewed this item and stated that there are not any changes so far.

b. New Representatives needed

- Visual and Performing Arts - Faculty
- Kinesiology, Athletics and Dance – Faculty
- Career Technical – Dean

Ms. Linda Harmon stated that these individuals have completed their terms and therefore a replacement needs to be identified. Ms. Cindy Littlefield stated that she asked her division to identify a replacement but however no one has stepped up so she may sign up for a new term. Ms. Lisa Karlstein stated that she sent an email requesting another faculty to step forward to serve on this committee however she has not received a response. Mrs. Sharon Lowry stated that Dean Karen Cowell will be the new career technical dean.

6. DISCUSSION ITEMS

a. Math Proficiency Changes – Tooraj Gordi

Mr. Tooraj Gordi was present to speak to this topic, stating that the mathematics faculty would like to add language to the proficiency requirements. He indicated that it is necessary to add “or placement by assessment into a collegiate level math course.” Dr. DeNeen Coleman-Carew stated that we needed to better define what collegiate level means since most students think that MATH 102 is collegiate level when in fact it is not. Dr. Richard Coffman asked whether it could be rewritten to state “or a higher level math class.” Mr. Tooraj Gordi stated that it is not right for students to be required to take MATH 102 in order to graduate. Ms. LaDonna Trimble stated that the reason this is being brought forward is because the math department has a new math course called SMAP which allows a high school student the option of a two plus two situation. This allows the student to take a new course in high school that will transfer to our school as having met the requirements of MATH 102. Mrs. Lowry stated that she has an issue with an assessment test indicating a student can be successful in a course. Mr. Tooraj Gordi stated that Title 5 allows colleges to establish assessment tests as having met proficiency requirements. Mrs. Lowry stated after having reviewed the Title 5 language she suggests that we copy the language right from Title 5 and insert our courses where necessary. She continued to state that another issue is whether a student can fulfill this requirement by receiving a pass grade option since the course in the catalog indicates students can enroll without receiving a grade. Mr. Gordi stated that why would we revise the language to allow students to receive a pass notation on their transcripts. Dean Drake stated that if the faculty allow students to receive a pass or no pass notation on transcripts then students will need to be specifically told that a pass notation will not satisfy this requirement. Additional discussion took place regarding why students are even allowed to receive a pass if it does not fulfill the requirements for graduation. Dean Trimble stated that typically students get accepted to four-year universities based on their grade and for transferring purposes, students typically receive a letter grade. Mrs. Lowry stated that this item should come back with the other voting item and implemented in the 12-13 college catalog. She stated that the English faculty may also want to evaluate the writing proficiency to determine if revisions are necessary. Dean Drake requested clarity on the pass or no pass option, whether a situation has occurred where a student has enrolled and received a pass notation, then are told they need a letter grade to fulfill the

graduation requirement but can not reenroll because of the repeatability rule. Dean Trimble stated that issue has happened, three times in five years. It was stated that both the Math and Writing proficiency revisions would need to be sent forward for approval by May 17th after division discussions have occurred for vetting purposes.

7. REPORTS (limited to 5 min. each)

a. **AP 5075 Course Adds and Drops – Report on the new language provided by Dean Trimble**

A motion was made and seconded to table this item. Motion carried.

b. **AP 4225 Course Repetition – Whether to allow for a fourth enrollment due to extenuating circumstances**

- Business, Computer Studies and Economic Development - No
- Health Sciences - No
- Instructional Resources/Extended Services
- Language Arts - No
- Math & Engineering - No
- Science - No
- Kinesiology, Athletics and Dance
- Social and Behavioral Sciences - No
- Student Services/Counseling - No
- Technical Education - Yes
- Visual and Performing Arts

Dean LaDonna Trimble stated that the Chancellor's Office will now allow colleges to claim apportionment for the fourth enrollment due to extenuating circumstances. After a short discussion, the committee decided that they would prefer only serious students to enroll in courses and not those students who have attempted the class three times and have not been successful. Dean Drake and Dr. Scott Lee both stated that they would prefer to not send this out by email due to the fact that this item has already been discussed in a previous meeting. Mrs. Lowry stated that all but on division decided to not allow for a fourth enrollment regardless of apportionment.

c. **Lapse of Time**

- Business, Computer Studies and Economic Development – 3 yrs
- Health Sciences – 5 yrs
- Instructional Resources/Extended Services – 5 yrs
- Language Arts – 3 yrs
- Math & Engineering – 5 yrs
- Science – 5 yrs
- Kinesiology, Athletics and Dance – 5 yrs
- Social and Behavioral Sciences – 3 yrs
- Student Services/Counseling – 3 yrs
- Technical Education – 5 yrs
- Visual and Performing Arts

8. ACTION ITEMS

a. **AP 5075 Course Adds and Drops**

A motion was made and seconded to table this item. Motion carried.

b. **AP 4225 Course Repetition**

A motion was made and seconded to approve not allowing students a fourth enrollment due to extenuating circumstances. Motion carried per vote noted above.

c. **Lapse of Time**

A motion was made and seconded to approve setting the lapse of time limit as 5 years. Motion carried per vote noted above.

9. ACTION ITEM – Request to Deactivate Courses

- a. **AUTO 198J**
- b. **AERO 101**
- c. **AERO 280**
- d. **AERO 281**
- e. **AERO 282**
- f. **AH 101/101CL**
- g. **AUTO 105**
- h. **AUTO 190**
- i. **AUTO 198A**
- j. **AUTO 198C**
- k. **AUTO 198D**
- l. **AUTO 198E**
- m. **AUTO 198F**
- n. **AUTO 198N**
- o. **AUTO 200**
- p. **AUTO 210**
- q. **FTEC 139**
- r. **RCP 199**

A motion was made and second to approve the course deactivation of items 9a-9r. Motion carried.

10. ACTION ITEM – Second Reading: Course Approval from December 8, 2011 Meeting

- a. **MATH 070C**
- b. **MATH 070D**
- c. **MATH 070E**
- d. **MATH 070F**

A motion was made and second to approve the course revisions of items 10a-10d. Ms. Linda Harmon stated that all requested changes have been made. Motion carried.

11. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P

Course	Scheduling Restrictions if not approved by 12/8/11	Status
Math and Engineering		
MATH 070C,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070D,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070E,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 070F,	Cannot schedule Spring 2013	Submitted- <i>Second Reading</i>
MATH 099, Individualized Self-Study Math	Cannot schedule Spring 2013	

12. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P

Course	Degree/Cert/GE Area	Scheduling Restrictions if not approved by 12/13/12	Status
Business, Computer Studies and Economic Development			
CA 107, Micro Hardware/Software Support		Cannot schedule 13-14	
CA 111, Word Processing-Microsoft Word		Cannot schedule 13-14	
CIS 157, Introduction to LINUX		Cannot schedule 13-14	
CIS 173, Intro to C++ Programming		Cannot schedule 13-14	
MGT 201, Small Business Management		Cannot schedule 13-14	
RE 101, Real Estate Principles		Cannot schedule 13-14	
RE 105, Real Estate Practices		Cannot schedule 13-14	
RE 111, Real Estate Finance		Cannot schedule 13-14	
RE 121, Legal Aspects of Real Estate		Cannot schedule 13-14	
RE 131, Real Estate Appraisal		Cannot schedule 13-14	
RE 141, Escrow Principles		Cannot schedule 13-14	
RE 161, Property Management		Cannot schedule 13-14	
Counseling/Student Services			
EOPS 060, Enrichment Class		Cannot schedule 13-14	
Health Sciences			
AH 101/101CL, Principles of Nursing Science		Cannot schedule 13-14	Course Deactivation
CFE 150, Parenting: Infancy		Cannot schedule 13-14	
CFE 151, Parenting: Preschool Child		Cannot schedule 13-14	
CFE 152, Parenting: Elem Preadolescent		Cannot schedule 13-14	
CFE 155, Single Parenting		Cannot schedule 13-14	
CFE 156, Step-parenting Blended Family		Cannot schedule 13-14	
CFE 157, Parenting Exceptional Child		Cannot schedule 13-14	
NF 110, Sports Nutrition		Cannot schedule 13-14	
Instructional Resources/Extended Services			
LIB 101, Intro to Library Research		Cannot schedule 13-14	
LIB 105, Libraries and Information		Cannot schedule 13-14	
Language Arts			
CHIN 101, Elementary Chinese I		Cannot schedule 13-14	
CHIN 102, Elementary Chinese 2		Cannot schedule 13-14	
COMM 217, Gender and Communication		Cannot schedule 13-14	
DFST 101L, ASL I Skill Building Lab		Cannot schedule 13-14	

DFST 204, Struct of American Sign Lang		Cannot schedule 13-14	
DFST 205, Numbers, Fingerspelling, Classifiers		Cannot schedule 13-14	
DFST 206, Creative Signing		Cannot schedule 13-14	
ENGL 061, Grammar and Mechanics		Cannot schedule 13-14	
ENGL 062, Basic Writing		Cannot schedule 13-14	
ENGL 063, Vocabulary		Cannot schedule 13-14	
ENGL 064, Spelling		Cannot schedule 13-14	
ENGL 227, Engl Literature 1900-Present		Cannot schedule 13-14	
ENGL 230, Antiquity to Renaissance		Cannot schedule 13-14	
ENGL 231, Since the Renaissance		Cannot schedule 13-14	
ENGL 233, Bible as Lit-Old Testament		Cannot schedule 13-14	
ENGL 234, Bible as Lit-New Testament		Cannot schedule 13-14	
ENGL 240, Studies in Poetry		Cannot schedule 13-14	
ENGL 242, Studies in Fiction Short Story		Cannot schedule 13-14	
ENGL 244, Studies in Fiction The Novel		Cannot schedule 13-14	
ENGL 246, Survey of Drama (Beginnings to 1878)		Cannot schedule 13-14	
ENGL 248, Survey of Modern & Contemporary Drama (from 1879)		Cannot schedule 13-14	
ENGL 250, Cross-Cultural Lit in America		Cannot schedule 13-14	
ENGL 252, African American Literature 1746-1930		Cannot schedule 13-14	
ENGL 253, African American Literature 1930-Pres		Cannot schedule 13-14	
ENGL 260, Myths and Meanings		Cannot schedule 13-14	
ENGL 270, Literature and the Holocaust		Cannot schedule 13-14	
ENGL 274, Detective Fiction		Cannot schedule 13-14	
ENGL 279, Science Fict & Dystopic Literature		Cannot schedule 13-14	
FREN 101, Elementary French I		Cannot schedule 13-14	
FREN 102, Elementary French 2		Cannot schedule 13-14	
FREN 201, Intermediate French 1		Cannot schedule 13-14	
FREN 202, Intermediate French 2		Cannot schedule 13-14	
FREN 203, Advanced French		Cannot schedule 13-14	
GER 202, Intermediate German 2		Cannot schedule 13-14	
GER 203, Intermediate German 3		Cannot schedule 13-14	
INT 101, Prin of Sign Lang Interpreting		Cannot schedule 13-14	
LATN 101, Elementary Latin 1		Cannot schedule 13-14	
LATN 102, Elementary Latin 2		Cannot schedule 13-14	
LATN 201, Intermediate Latin		Cannot schedule 13-14	
SPAN 102HL, Elementary Spanish for Heritage Learners II		Cannot schedule 13-14	
Mathematics & Engineering			
ENGR 110, Engr Orientation & Basic Skills		Cannot schedule 13-14	
ENGR 220L, Strength of Materials Lab		Cannot schedule 13-14	
ENGR 220PS, Strength of Materials PSS		Cannot schedule 13-14	
ENGR 220, Strength of Materials		Cannot schedule 13-14	
ENGR 230, Circuit Analysis		Cannot schedule 13-14	
Science			
ASTR 101L, Astronomy Laboratory		Cannot schedule 13-14	
BIOL 102, Human Biology		Cannot schedule 13-14	
CHEM 212, Organic Chemistry Support Laboratory		Cannot schedule 13-14	
DRFT 250, Introduction 3-D Cad Drafting		Cannot schedule 13-14	
ERSC 101Introduction to Earth Sciences		Cannot schedule 13-14	
GEOG 102L, Phys Geog Lab: Earth's Weather & Climate		Cannot schedule 13-14	

GEOG 102, Phys Geog: Earth's Weather & Climate		Cannot schedule 13-14	
GEOG 221, Spatial Analysis in GIS		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
GEOG 298A, Special Studies in GIS		Cannot schedule 13-14	
GEOG 298B, Special Studies in GIS		Cannot schedule 13-14	
GEOG 298C, Special Studies in GIS		Cannot schedule 13-14	
GEOL 102, Historical Geology		Cannot schedule 13-14	Submitted – <i>Awaiting Dean</i>
Kinesiology, Athletics and Dance			
KIN 103, Aerobic Conditioning		Cannot schedule 13-14	
KIN 110, Advanced Baseball Techniques		Cannot schedule 13-14	
KIN 120, Advanced Football Techniques		Cannot schedule 13-14	
KIN 145, Adv Womens Fast-Pitch Softball		Cannot schedule 13-14	
KIN 150, Beginning Swimming		Cannot schedule 13-14	
KIN 151, Intermediate Swimming		Cannot schedule 13-14	
KIN 152, Fitness Swimming		Cannot schedule 13-14	
KIN 157, Advanced Volleyball		Cannot schedule 13-14	
KIN 165, Advanced Track Techniques		Cannot schedule 13-14	
KIN 170, Beginning Weight Lifting		Cannot schedule 13-14	
KIN 173, Intermediate Weight Lifting		Cannot schedule 13-14	
KIN 175, Adv Weight Training for Ath		Cannot schedule 13-14	
KIN 187, Yell/Song Leading, Sum or Fall		Cannot schedule 13-14	
KIN 188, Pep Squad Leadership		Cannot schedule 13-14	
KIN 189, Cheer Conditioning		Cannot schedule 13-14	
KIN 191, First Aid&Emergency Care		Cannot schedule 13-14	
KIN 200, Intercollegiate Baseball		Cannot schedule 13-14	
KIN 215, Intercollegiate Cross Country		Cannot schedule 13-14	
KIN 220, Intercollegiate Football		Cannot schedule 13-14	
KIN 230, Intercollegiate Women's Soccer		Cannot schedule 13-14	
KIN 240, Intercollegiate Wmn's Softball		Cannot schedule 13-14	
KIN 255, Intercollegiate Track		Cannot schedule 13-14	
Social and Behavioral Sciences			
ANTH 101, Intro Physical Anthropology		Cannot schedule 13-14	
ANTH 102, Intro Cultural Anthropology		Cannot schedule 13-14	
ANTH 103, Intro to Prehistory		Cannot schedule 13-14	
ANTH 112, Native North Americans		Cannot schedule 13-14	
ANTH 130, Field Archaeology in Latin America		Cannot schedule 13-14	
ANTH 140, Intro to Archaeology		Cannot schedule 13-14	
POLS 103, Comparative Government		Cannot schedule 13-14	
POLS 202, Ethnic Politics in America		Cannot schedule 13-14	
PSY 236, Developmental Psychology		Cannot schedule 13-14	
SOC 105, Mexican Amer Contemp Society		Cannot schedule 13-14	
SOC 111, Issues Concepts in Aging		Cannot schedule 13-14	
SOC 115, Marriage and Family Life		Cannot schedule 13-14	
SOC 120, Drugs Society Human Behavior		Cannot schedule 13-14	
Technical Education			
AERO 280, Aircraft Gen-Written Test Rev		Cannot schedule 13-14	Course Deactivation
AERO 282, Aircrft Pwrpl-Written Test Rev		Cannot schedule 13-14	Course Deactivation
AJ 101, Intro to Admin of Justice		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 103, Criminal Evidence		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 203, Narcotics Control		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 204, Juvenile Procedures		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AJ 207, Probation and Parole		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
AUTO 105, Auto Principles & Practices		Cannot schedule 13-14	Course Deactivation

AUTO 125, Automotive Chassis		Cannot schedule 13-14	
AUTO 126, Automotive Brakes		Cannot schedule 13-14	
AUTO 127, Auto Suspension,Steering,Align		Cannot schedule 13-14	
AUTO 128, Automotive Power Trains		Cannot schedule 13-14	
AUTO 130, Basic Auto Trans/Transaxles		Cannot schedule 13-14	
AUTO 150, Auto Electrical Systems		Cannot schedule 13-14	
AUTO 151, Auto Chassis/Body Elect System		Cannot schedule 13-14	
AUTO 152, Automotive Ignition Systems		Cannot schedule 13-14	
AUTO 153, Auto Starting/Charging Systems		Cannot schedule 13-14	
AUTO 175, Auto Fuel, Emissions, CA CIn Air		Cannot schedule 13-14	
AUTO 176, Auto Carburetor Fuel Systems		Cannot schedule 13-14	
AUTO 177, Electronic Fuel Injection		Cannot schedule 13-14	
AUTO 198A, Anti-Lock Braking Systems (ABS)		Cannot schedule 13-14	Course Deactivation
AUTO 198C, Electrical/Electronic Systems Training Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198D, Engine Performance Training Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198E, Advanced Engine/Emission Sys Diagnosis & Repair		Cannot schedule 13-14	Course Deactivation
AUTO 198F, Gaseous Fueled Vehicles Training Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198H, Adv. Emissions Diagnostics Trng Seminar		Cannot schedule 13-14	
AUTO 198N, Electronic Transmissions & Transaxles Seminar		Cannot schedule 13-14	Course Deactivation
AUTO 198, Automotive Seminars		Cannot schedule 13-14	
AUTO 200, Auto Air Conditioning		Cannot schedule 13-14	Course Deactivation
AUTO 210, Auto Specialization Lab		Cannot schedule 13-14	Course Deactivation
AUTO 231, General Motors Auto Trans		Cannot schedule 13-14	
AUTO 232, Ford/Chrysler Auto Trans		Cannot schedule 13-14	
AUTO 277, Elect Eng Controls-GM Systems		Cannot schedule 13-14	
AUTO 278, Elect Eng Controls-Ford/Chry		Cannot schedule 13-14	
ELTE 105, Introduction to Robotics		Cannot schedule 13-14	Submitted – <i>Tech Review</i>
FTEC 215, Rescue Practices		Cannot schedule 13-14	
FTEC 222, Wildland Fire Control		Cannot schedule 13-14	
Visual and Performing Arts			
ART 103, History of Non-Western Art		Cannot schedule 13-14	
ART 104, History of Modern and Contemporary Art in the 20th Century		Cannot schedule 13-14	
ART 145L, Design and Color Lab		Cannot schedule 13-14	
ART 145, Design and Color		Cannot schedule 13-14	
ART 160, Painting/Drawing Techniques		Cannot schedule 13-14	
ART 219, Intermediate Illustration		Cannot schedule 13-14	
ART 230, Human Figure Painting		Cannot schedule 13-14	
DM 113, Photoshop I		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
FTV 101, Introduction to Film		Cannot schedule 13-14	
FTV 103, Intro to Television		Cannot schedule 13-14	
FTV 107, History of Film, Pre 1950		Cannot schedule 13-14	
FTV 108, History of Film, 1950-Present		Cannot schedule 13-14	
FTV 121, Introduction to Digital Filmmaking		Cannot schedule 13-14	
FTV 134, Intro to Screenwriting		Cannot schedule 13-14	
FTV 155, Film Festival Analysis		Cannot schedule 13-14	
FTV 201, Intercultural & Women's Film		Cannot schedule 13-14	
FTV 203, African-American Cinema		Cannot schedule 13-14	
FTV 215, Directing for Film & Video		Cannot schedule 13-14	

FTV 220, Advanced Screenwriting		Cannot schedule 13-14	
FTV 230, Digital Cinematography		Cannot schedule 13-14	Submitted – <i>Awaiting response from faculty on requisites</i>
FTV 242, Writing and Pre-Production of the Short Film		Cannot schedule 13-14	
FTV 244, Production & Post-Production of the Short Film		Cannot schedule 13-14	
FTV 251, Contemporary American Independent Film		Cannot schedule 13-14	
FTV 261, Religion and Cinema		Cannot schedule 13-14	
MUS 121, Voice Class		Cannot schedule 13-14	
MUS 131, Keyboard Skills I		Cannot schedule 13-14	
MUS 132, Keyboard Skills II		Cannot schedule 13-14	
MUS 142, Musical Theatre Workshop		Cannot schedule 13-14	
MUS 153, Beginning Musicianship		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUS 164, String Ensemble		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
MUS 165, Instrumental Ensemble - Guitar		Cannot schedule 13-14	
MUS 166, Beginning Orchestra		Cannot schedule 13-14	
MUS 167, Intermediate Orchestra		Cannot schedule 13-14	
MUS 181, Master Chorale		Cannot schedule 13-14	
MUS 183, Master Chorale Sectional		Cannot schedule 13-14	
MUS 185, Concert Choir		Cannot schedule 13-14	
MUS 186, Gospel Choir		Cannot schedule 13-14	Course Deactivation
MUS 189, Keyboard Ensemble		Cannot schedule 13-14	
MUS 191, Treble Choir-Children's Music		Cannot schedule 13-14	
MUS 231, Keyboard Skills III		Cannot schedule 13-14	
MUS 232, Keyboard Skills IV		Cannot schedule 13-14	
MUS 253A, Intermediate Musicianship		Cannot schedule 13-14	
MUS 253B, Advanced Musicianship		Cannot schedule 13-14	
MUS 258, Composition		Cannot schedule 13-14	
MUS 266, Advanced Orchestra		Cannot schedule 13-14	
MUS 268, Musical Theatre Orchestra		Cannot schedule 13-14	Course Deactivation
MUSC 102, History of Jazz		Cannot schedule 13-14	
MUSC 103, History of Rock 'n Roll		Cannot schedule 13-14	
MUSC 104, The Music Industry		Cannot schedule 13-14	
MUSC 107, History of Women in Rock Music		Cannot schedule 13-14	
MUSC 112, Commercial Music Theory		Cannot schedule 13-14	
MUSC 113, Writing Music for Songs		Cannot schedule 13-14	
MUSC 122, Stage Voice		Cannot schedule 13-14	
MUSC 123, Stage Voice Workshop		Cannot schedule 13-14	
MUSC 124, Jazz Improvisation		Cannot schedule 13-14	
MUSC 133L, Studio Music Production I Lab		Cannot schedule 13-14	
MUSC 133, Studio Music Production I		Cannot schedule 13-14	
MUSC 134L, Studio Music Production II Lab		Cannot schedule 13-14	
MUSC 134, Studio Music Production II		Cannot schedule 13-14	
MUSC 141, Concert Attendance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty Revision</i>
MUSC 143, Live Sound Reinforcement		Cannot schedule 13-14	
MUSC 173, Beginning Jazz Ensemble		Cannot schedule 13-14	
MUSC 175, Beginning Rock Band		Cannot schedule 13-14	
MUSC 176, Beginning Rock Band Workshop		Cannot schedule 13-14	

MUSC 222, Popular Vocal Performance		Cannot schedule 13-14	
MUSC 223, Popular Instrumental Performance		Cannot schedule 13-14	
MUSC 224, Jazz Improvisation Workshop		Cannot schedule 13-14	
MUSC 225, Commercial Music Ensemble		Cannot schedule 13-14	
MUSC 233L, Studio Music Production III Lab		Cannot schedule 13-14	
MUSC 233, Studio Music Production III		Cannot schedule 13-14	
MUSC 234L, Studio Music Production IV Lab		Cannot schedule 13-14	
MUSC 234, Studio Music Production IV		Cannot schedule 13-14	
MUSC 273, Intermediate Jazz Ensemble		Cannot schedule 13-14	
MUSC 274, Advanced Jazz Ensemble		Cannot schedule 13-14	
THA 101, Theatre Appreciation		Cannot schedule 13-14	
THA 110, Fundamentals of Acting		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 120A, Rehear&Perform: Drama		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 120B, Rehear&Perform: Comedy		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 120C, Rehear&Perform: Musical Theatr		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 125, Intermediate Acting Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 130, Improvisation		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 133, Makeup for the Stage		Cannot schedule 13-14	
THA 205, Advanced Acting Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 215, Acting for the Camera		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 218, Audition Tech for the Actor		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 220, Fundamentals of Directing		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
THA 239, Intercultural & Women's Theatre		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>

13. ADJOURNMENT

A motion was made and seconded to adjourn the 5/10/12 AP&P Committee meeting at 4:33 p.m. Mrs. Lowry stated that if your division has courses ready for review and revision, please have the appropriate faculty member log into CurricUNET and complete the necessary steps. Motion carried

NON-DISCRIMINATION POLICY

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

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mr. Christos Valiotis, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 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.