



ANTELOPE VALLEY COLLEGE

AP&P Agenda

Thursday, March 22, 2018
 BE 314
 3:00 – 5:30pm

Type of Meeting: *Regular*
Note Taker: *Melissa Jauregui, Academic Affairs Specialist*
Please Review/Bring: The past minutes for accuracy.

Committee Members:

- | | |
|--|---|
| Jeffrie Ahmad, Faculty Division Rep | Cynthia Littlefield, Faculty Division Rep |
| Bonnie Curry, Faculty Division Rep | Mark McGovern, Faculty Division Rep |
| Riley Dwyer, Academic Dean | Alberto Mendoza, Adjunct Rep |
| Jessica Eaton, Articulation Officer | Terry Rezek, Faculty Division Rep |
| Luis Echeverria, Faculty Division Rep | Tim Sturm, Faculty Division Rep |
| Ibrahim Ganley, Faculty Division Rep | Bonnie Suderman, Co-chair |
| Irit Gat, Faculty Division Rep | Deborah Sullivan-Ford, Faculty Division Rep |
| Tooraj Gordi, Faculty Division Rep | LaDonna Trimble, Student Services Dean |
| Richie Neil Hao, Faculty Division Rep | Les Uhazy, Technical Education Dean |
| Michael Hutchison, Faculty Division Rep | Darcy Wiewall, Co-chair |
| Scott Lee, Faculty Division Rep/Librarian/DE Liaison | |

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	
II. Meeting Minutes – -11/9/2017 -11/30/2017 -3/8/2018	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Informational Item – -2017-2018 Meeting Schedule: 3/22/18, 4/12/18, 4/26/18, 5/10/18 -Deactivations Impact AUTO 176 Family Consumer Sciences, AS -Courses due Fall 2018 -18-19 College Catalog -CIS 161 Local AVC GE Approval Needed to Support Electrical Engineering (Supporting Discipline Faculty needed)	<i>Darcy</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
IV. Discussion -Committee Goals -LAS Degrees		<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>



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V. Report – -Instructional Material Fee List -Discipline List and Minimum Qual		
VI. Action Item – -TOP/CIP/SO/SAM List Changes -Credit by Exam List Substantial Course Revision: -ESL 053 Online -ESL 058 Online -ACCT 131, Hybrid and Online	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
NEXT MEETING DATE: 4/12/18		

AP&P Agenda Addendum

Thursday, March 22, 2018
BE 314
3:00 – 5:30pm

I. 2018-19 AP&P Deadline – Courses and Programs need to be approved by 11/8/2018 for Fall 2019 inclusion

- CORs due 2016-2017 academic year – List at the end of the agenda
- CORs due 2017-2018 academic year – List at the end of the agenda
- CORs due 2018-2019 academic year – List at the end of the agenda
- TMC Degrees that may need to be developed and brought to AP&P – List at the end of the agenda
- C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda

II. Proxy Memo needed for all committee members. Email Darcy Wiewall, CC dean, proxy, and Melissa Jauregui indicating the name of the proxy.

1. Jeffrie Ahmad, Faculty Division Rep – *Priscilla Jenison*
2. Bonnie Curry, Faculty Division Rep – *Denise Walker*
3. Riley Dwyer, Technical Education Dean – *Vacant*
4. Jessica Eaton, Articulation Officer – *Tamira Palmetto-Despain*
5. Luis Echeverria, Faculty Division Rep – *Dietra Jackson*
6. Ibrahim Ganley, Faculty Division Rep – *Cynthia Lehman*
7. Irit Gat, Faculty Division Rep – *Nancy Bednar*
8. Tooraj Gordi, Faculty Division Rep – *Mike Tran*
9. Richie Neil Hao, Faculty Division Rep – *Vacant*
10. Michael Hutchison, Faculty Division Rep – *Debra Dickinson*
11. Scott Lee, Faculty Division Rep/Librarian/DE Liaison – *Carolyn Burrell*
12. Cynthia Littlefield, Faculty Division Rep – *Lisa Karlstein*
13. Mark McGovern, Faculty Division Rep – *David Newman*
14. Alberto Mendoza, Adjunct Rep – *Fiorella Chauca*
15. Terry Rezek, Faculty Division Rep – *Lisa Karlstein*
16. Tim Sturm, Faculty Division Rep – *Maria Clinton*
17. Bonnie Suderman, Co-chair – *Les Uhazy*
18. Deborah Sullivan-Ford, Faculty Division Rep – *Kathleen Ballestero*
19. LaDonna Trimble, Student Services Dean – *Gary Roggenstein*
20. Les Uhazy, Academic Dean – *Tom O'Neil*
21. Darcy Wiewall, Co-chair – *Mark McGovern*
22. *Position Vacant*, Student Rep – *Vacant*
23. *Position Vacant*, Non-Voting Student Rep – *Vacant*

III. CSUGE/IGETC Course Designation

- IGETC
 1. MATH 116 – Area 2A
 2. MUS 111 – Area 3A
 3. PSY 230 – Area 4I
 4. PSY 232 – Area 4I
 5. PSY 244 – Area 4I
 6. SOC 111 – Area 4J
 7. SOC 120 – Area 4J
 8. SPAN 110SS – Area 6A
- UC Transferable
- CSU/GE
 1. AFAB 130 – Area E
 2. AFAB 130 – Area C2
 3. MATH 116 – Area B4
 4. PSY 244 – Area D9
 5. SOC 120 – Area D0, D7, E

IV. SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P

Area of Study	CCCCO Template	Articulation Agreements	PLO	Recommended Plan of Study	CurricUNET Status
1. Agriculture Animal Sciences	X				Not developing
2. Agriculture Business	X				Not developing
3. Agriculture Plant Sciences	X				In Progress
4. Child and Adolescent Development	X				
5. Computer Science	X				Can develop
6. Elementary Teacher Education	X				Cannot develop, no full-time faculty in area

7. Environmental Sciences	X				
8. Film, Television and Electronic Media	X				In Progress
9. Global Studies	X				
10. Hospitality Management	X				
11. Journalism	X				Cannot develop, no full-time faculty in area
12. Law, Public Policy, and Society	X				
13. Nutrition and Dietetics	X				In Progress
14. Public Health Science	X				
15. Social Justice Studies	X				
16. Social Work and Human Services	X				

V. **C-ID REPORT FOR TMC's**

COURSE	C-ID DESC.	STATUS	EXPIRES	ADT	STATUS
AG-EH 112L	AGRI 234	CONDITIONAL	11/14/17		
ART 101	ARTH 110	CONDITIONAL	3/12/2017	Art History	
ART 102	ARTH 120	CONDITIONAL	1/28/2017	Art History	
ART 103	ARTH 140	CONDITIONAL	5/11/2016	Art History	Submitted in Curricunet
CA 103	BUS 140	NOT APPROVED			Submitted in Curricunet
CIS 111	COMP 122	CONDITIONAL	5/9/2016		Submitted in Curricunet
COMM 215	JOUR 150	CONDITIONAL	6/21/2017		
JOUR 123	JOUR 210	NOT APPROVED			
MATH 120	MATH 120	CONDITIONAL	8/22/2017		
MATH 124	MATH 130	CONDITIONAL	7/1/2016	Economics	
MATH 140	MATH 155	CONDITIONAL	8/10/2016		
MATH 150 MATH 160	MATH 900S	CONDITIONAL	9/2017	Chemistry Mathematics Physics	Submitted
MATH 230	MATH 240	CONDITIONAL	3/26/2017	Mathematics	Submitted
MATH 250	MATH 230	CONDITIONAL	3/26/2017	Economics Mathematics Physics	Submitted
NF 100	NF 110	CONDITIONAL	4/18/2017		

VI. **2016-2017 Course by Division that need to be revised and submitted to AP&P**

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions	Status
Career Technical Education					
	AUTO 176			Cannot schedule 17-18	Submitted - Pending Faculty revise program

VII. **2017-2018 Course by Division that need to be revised and submitted to AP&P**

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions	Status
Health and Safety Sciences					
	KIN 100			Cannot schedule 18-19	Submitted – Agenda
	KIN 102			Cannot schedule 18-19	Submitted – Agenda
	KIN 115			Cannot schedule 18-19	Submitted - Agenda
	KIN 140			Cannot schedule 18-19	Submitted - Agenda
Rhetoric & Literacy					
	ESL 053			Cannot schedule 18-19	Submitted – Agenda

VIII. 2018-2019 Course by Division that need to be revised and submitted to AP&P

Div	Course
AAH	ART 104, History of Modern and Contemporary Art in the 20th Century
AAH	ART 150, 3-D Design Basics
AAH	ART 216, Life Drawing
AAH	DA 101 Dance Appreciation
AAH	DA 106 Ballroom Dance
AAH	DA 122 Intermediate Ballet
AAH	DA 123 Intermediate Modern Dance
AAH	DA 124 Intermediate Jazz Dance
AAH	DA 125 Intermediate Tap Dance
AAH	DA 202 Advanced Ballet
AAH	DA 203 Advanced Modern Dance
AAH	DA 204 Advanced Jazz Dance
AAH	DA 205 Advanced Tap Dance
AAH	DFST 101 American Sign Language I
AAH	DFST 102 American Sign Language II
AAH	DFST 201 American Sign Language III
AAH	DFST 202 American Sign Language IV
AAH	DM 113 Photoshop I
AAH	DM 113L Photoshop I Lab
AAH	DM 115 Graphic Communications I
AAH	DM 115L Graphic Communications I Lab
AAH	DM 127 Web Design and Production I
AAH	DM 127L Web Design and Production I Lab
AAH	DM 128 Web Design and Production II
AAH	DM 128L Web Design and Production II Lab
AAH	DM 133 Digital Printing I
AAH	DM 133L Digital Printing I Lab
AAH	DM 143 Computer 2-D Animation
AAH	DM 143L Computer 2-D Animation Lab
AAH	DM 145 Computer 3-D Animation
AAH	DM 145L Computer 3-D Animation Lab
AAH	DM 203 Graphic Design II
AAH	DM 203L Graphic Design II Lab
AAH	DM 205 Digital Illustration
AAH	DM 205L Digital Illustration Lab
AAH	DM 206 Video Design and Production II
AAH	DM 206L Video Design and Production II Lab
AAH	DM 213 Photoshop II
AAH	DM 213L Photoshop II Lab
AAH	DM 215 Graphic Communications II
AAH	DM 215L Graphic Communications II Lab
AAH	DM 233 Digital Printing II
AAH	DM 233L Digital Printing II Lab

AAH	DM 246 Portfolio and Job Search
AAH	DM 246L Portfolio and Job Search Lab
AAH	DM 298 Special Studies in Digital Media
AAH	DM 298L Special Studies in Digital Media Lab
AAH	FTV 103 Introduction to Television
AAH	FTV 121 Introduction to Digital Filmmaking
AAH	FTV 155 Film Festival Analysis
AAH	INT 202 Sign Language Interpreting I
AAH	INT 203 Sign Language Interpreting II
AAH	INT 204 Sign/English Transliteration
AAH	INT 205 Interpreting in Specialized Settings
AAH	INT 206 Introduction to Sign to English Interpreting (Voicing
AAH	MUS 101 Music Appreciation
AAH	MUSC 133 Studio Music Production I
AAH	MUSC 133L Studio Music Production I Lab
AAH	MUSC 134 Studio Music Production II
AAH	MUSC 134L Studio Music Production II Lab
AAH	MUSC 143 Live Sound Reinforcement
AAH	MUSC 233 Studio Music Production III
AAH	MUSC 233L Studio Music Production III Lab
AAH	MUSC 234 Studio Music Production IV
AAH	MUSC 234L Studio Music Production IV Lab
AAH	PHIL 109 World Religion
AAH	PHIL 110 Introduction to Logic
AAH	PHOT 107 History of Photography
AAH	PHOT 213 Life Photography
AAH	PHOT 213L Life Photography Lab
AAH	PHTC 101 Beginning Black and White Photography
AAH	PHTC 101L Beginning Black and White Photography Lab
AAH	PHTC 125 Beginning Digital Photography
AAH	PHTC 125L Beginning Digital Photography Lab
AAH	PHTC 150 Beginning Color Photography
AAH	PHTC 150L Beginning Color Photography Lab
AAH	PHTC 201 Advanced Black and White Photography
AAH	PHTC 201L Advanced Black and White Photography Lab
AAH	PHTC 203 Foundations of Cameras and Composition
AAH	PHTC 203L Foundations of Cameras and Composition Lab
AAH	PHTC 205 Documentary and Photojournalism
AAH	PHTC 205L Documentary and Photojournalism Lab
AAH	PHTC 211 Wedding, Portrait and Event Photography
AAH	PHTC 211L Wedding, Portrait and Event Photography Lab
AAH	PHTC 215 Photography Studio Practices
AAH	PHTC 215L Photography Studio Practices Lab
AAH	PHTC 275 Advanced Digital Photography
AAH	PHTC 275L Advanced Digital Photography Lab
AAH	PHTC 298 Special Studies in Photography
AAH	PHTC 298L Special Studies in Photography Lab

AAH	SPAN 201 Intermediate Spanish I
COUN	HD 103 Career Planning
CTE	ACCT 205, Managerial Accounting
CTE	AUTO 231 Automatic Transmissions (General Motors)
CTE	AUTO 232 Automatic Transmissions (Ford and Chrysler)
CTE	AUTO 277 Electronic Engine Controls-General Motors Systems
CTE	AUTO 278 Electronic Engine Controls-Ford/Chrysler Systems
CTE	BUS 113, Business Communication
CTE	BUS 212 Woman in Organization
CTE	CA 171 Introduction to Networking
CTE	CA 176 Windows Server Networking
CTE	CA 182 Network Security
CTE	CA 183 Security Countermeasures
CTE	CIS 101 Introduction to Computer Information Science
CTE	CIS 141 Introduction to Basic Programming
CTE	CIS 145 Introduction to Visual Basic.Net Programming
CTE	DRFT 130 Architectural Drafting I
CTE	DRFT 240, Electronic Drafting
CTE	ELEC 140 Commercial/Industrial Wiring and Cabling
CTE	ELEC 150 Electrical Maintenance
CTE	ELEC 160 Fundamentals of Motor Control
CTE	ELEC 220 Advanced Motor Control-PLC
CTE	ELEC 250 Electricians Journeyman Review
CTE	ELTE 180 Microprocessor Systems
CTE	ELTE 220 Microprocessor Systems II
CTE	MGT 101 Management Principles
CTE	MKTG 101 Principles of Marketing
HSS	ATH 102L Practical Applications of Athletic Training I Lab
HSS	FTEC 102 (I-200) Basic Incident Command System
HSS	FTEC 111 Fire Protection Organization
HSS	FTEC 112 Fire Prevention Technology
HSS	FTEC 114 Building Construction for Fire Protection
HSS	FTEC 115 Fire Behavior and Combustion
HSS	FTEC 117 Preparing to be a Firefighter
HSS	FTEC 120 (S-212 Wildfire Power Saws
HSS	FTEC 122 Wildland Firefighter
HSS	FTEC 125 Haz Mat First Responder Operations
HSS	FTEC 126 Wildland Fire Behavior
HSS	FTEC 127 Wildland Firefighter Safety and Survival
HSS	FTEC 128 Wildland Fire Operations
HSS	FTEC 129 Wildland Public Information Officer, Prevention and Investigation
HSS	FTEC 130 Wildland Fire Logistics, Finance and Planning
HSS	FTEC 131 (L-280) Followership to Leadership
HSS	FTEC 132 (S-131) Advanced Firefighter Training
HSS	FTEC 137 (S-211) Portable Pumps and Water Use
HSS	FTEC 138 Wildland Engine Firefighter
HSS	FTEC 141 (S-234) Ignition Operations

HSS	FTEC 142 (P-151) Wildfire Origin and Cause Determination
HSS	FTEC 144 (S-230) Single Resource Crew Boss
HSS	FTEC 149 (S-260) Interagency Incident Business Management
HSS	FTEC 150 (S-270) Basic Air Operations
HSS	FTEC 222 Wildland Fire Control
HSS	FTEC 240 Fuel Management and Fire Use
HSS	FTEC 250 (I-300) Intermediate Incident Command System
HSS	FTEC 295A Firefighter 1 Academy Module A
HSS	FTEC 295AL Firefighter 1 Academy Module A Lab
HSS	FTEC 295B Firefighter 1 Academy Module B
HSS	FTEC 295BL Firefighter 1 Academy Module B Lab
HSS	HE 201 Women's Health Issues
HSS	NF 102 Nutrition and Food for Children
HSS	RADT 103 Radiographic Positioning and Procedures I
HSS	RADT 106 Radiographic Clinical Practicum IA
HSS	RADT 107 Radiographic Positioning and Procedures II
HSS	RADT 201 Radiographic Clinical Practicum III
HSS	RADT 202 Radiographic Pathology
HSS	RADT 207 Advanced Radiographic Procedures
HSS	RCP 203 Seminar and Practicum in Respiratory Care I
LIB	LIB 107 Information Literacy
LIB	LIB 110 Introduction to Internet Research
MSE	BIOL 201 General Human Anatomy
MSE	BIOL 202 General Human Physiology
MSE	GEOG 102 Physical Geography: Earth's Weather and Climate
MSE	GEOG 105 Cultural Geography
MSE	GEOG 106 California Geography
MSE	GER 101 Elementary German 1
MSE	GER 102 Elementary German 2
MSE	MATH 135, Plane Trigonometry
MSE	MATH 220 Linear Algebra
MSE	PHYS 211 General Physics
PALM	WE 199 Occupational Work Experience
RL	ENGL 102 Critical Thinking and Literature
RL	ENGL 103 Critical Thinking and Research
RL	ENGL 221 American Literature, 1400-1865
RL	ENGL 222 American Literature, 1865-Present
RL	ENGL 225 English Literature, 800-1750
RL	ENGL 227 English Literature, 1750-Present
RL	ENGL 230 World Literature I
RL	ENGL 231 World Literature 2
RL	ENGL 235 Shakespeare: Tragedies and Histories
RL	ENGL 236 Shakespeare: Comedies, Romances and Sonnets
RL	ENGL 240 Studies in Poetry
RL	ENGL 242 Studies in Fiction
RL	ENGL 246 Studies in Drama
RL	ENGL 250 Cross-Cultural Literature in America

RL	ENGL 253 African American Literature
RL	ENGL 256 Hispanic and Latin American Literatures
RL	ENGL 257 Native American Literature
RL	ENGL 259 Gender, Image, and Rhetoric
RL	ENGL 279 Science Fiction and Dystopic Literature
RL	ENGL 299 Special Topics in Literature
RL	ESL 099 Advanced Composition
RL	LAC 098 Math for Nursing
RL	LAC 099 Dosage Calculation
RL	LAC 900 Supervised Tutoring
RL	LAC 901 Supervised Learning Assistance
SBS	AJ 102, Criminal Law
SBS	AJ 110, Terrorism Investigation
SBS	AJ 201, Police in Society
SBS	AJ 204, Juvenile Procedures
SBS	AJ 208 Introduction to Forensic Science
SBS	ANTH 102, Introduction to Cultural Anthropology
SBS	ANTH 130, Field Archaeology in Latin America
SBS	ANTH 140, Introduction to Archaeology
SBS	CFE 109, Supervision and Administration of Childhood Programs I
SBS	CFE 110 Supervision and Administration of Childhood Programs II
SBS	ECON 110 Economics of the Underclass
SBS	ID 220 Designing Residential Interiors
SBS	ID 230 Fundamentals of Lighting Design
SBS	ID 240 Fundamentals of Computer Aided Drafting and Design (CADD)
SBS	ID 250 Professional Interior Design Business Practices
SBS	ID 260 Residential Space Planning
SBS	POLS 120 International Organizations
SBS	POLS 201 Contemporary International Relations
SBS	PSY 200 Introduction to Research Methods in Psychology
SBS	PSY 233 Personal and Social Adjustment
SBS	PSY 234 Abnormal Psychology
SBS	PSY 235 Child Psychology
SBS	PSY 244 Introduction to Counseling
SBS	SOC 111 Issues and concepts in Aging
SBS	SOC 116 Sociology of Gender and Sexuality
SBS	SOC 120 Drugs, Society and Human Behavior

IX. 2018-2019 Programs by Division that need to be revised and submitted to AP&P

Program Title	Program Type
Administration of Justice	A.A. Degree
Administrative Medical Assistant	A.S. Degree
Administrative Medical Assistant	Certificate of Achievement:18 or greater semester
Air Conditioning Specialist	A.S. Degree
Air Conditioning Specialist	Certificate of Achievement:18 or greater semester
Air Conditioning-Refrigeration Specialist	A.S. Degree
Air Conditioning-Refrigeration Specialist	Certificate of Achievement:18 or greater semester

Aircraft Airframe	A.S. Degree
Aircraft Airframe	Certificate of Achievement:18 or greater semester
Aircraft Powerplant	A.S. Degree
Aircraft Powerplant	Certificate of Achievement:18 or greater semester
Arts and Humanities	A.A. Degree
Clinical Medical Assistant	A.S. Degree
Clinical Medical Assistant	Certificate of Achievement:18 or greater semester
Commercial Photography	A.A. Degree
Commercial Photography	Certificate of Achievement:18 or greater semester
Computer Animation	A.A. Degree
Computer Animation	Certificate of Achievement:18 or greater semester
CSU General Education	Certificate of Achievement:18 or greater semester
Deaf Studies: American Sign Language	A.A. Degree
Deaf Studies: American Sign Language	Certificate of Achievement:18 or greater semester
Digital Photographic Imaging	A.A. Degree
Digital Photographic Imaging	Certificate of Achievement:18 or greater semester
Digital Printing	A.A. Degree
Digital Printing	Certificate of Achievement:18 or greater semester
Driveability, Emissions, and Electrical	A.S. Degree
Driveability, Emissions, and Electrical	Certificate of Achievement:18 or greater semester
Math and Sciences	A.A. Degree
Mathematics	A.S. Degree
Medical Assistant	A.S. Degree
Medical Assistant	Certificate of Achievement:18 or greater semester
Office Specialist	A.S. Degree
Office Specialist	Certificate of Achievement:18 or greater semester
Office Technology: Administrative Assistant	A.S. Degree
Office Technology: Administrative Assistant	Certificate of Achievement:18 or greater semester
Physical Sciences	A.S. Degree
Respiratory Therapy	A.S. Degree
School-Aged Child Care	A.A. Degree
School-Aged Child Care	Certificate of Achievement:18 or greater semester
Social/Behavioral Sciences	A.A. Degree
Video Design & Production	A.A. Degree
Video Design & Production	Certificate of Achievement:18 or greater semester
Wildland Fire Technology	Certificate of Achievement:18 or greater semester
Wildland Fire Technology	A.S. Degree

X. Course Deactivations Impact on Other Programs/Courses

- A. AUTO 176 – Program revision required**
- B. MUS 170, 171, 270**
- C. MGT 105, 212**
- D. MKTG 121**
- E. KIN 110, 111, 145, 165, 180, 190**



ANTELOPE VALLEY COLLEGE

<h1>AP&P Minutes</h1>	<p>Thursday, November 9, 2017 BE 314 3:00 – 5:30pm</p>
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Type of Meeting: *Regular*
Note Taker: *Melissa Jauregui, Academic Affairs Specialist*
Please Review/Bring: The past minutes for accuracy.

<p><u>Committee Members Present:</u> Jeffrie Ahmad, Faculty Division Rep Bonnie Curry, Faculty Division Rep Riley Dwyer, Academic Dean Jessica Eaton, Articulation Officer Luis Echeverria, Faculty Division Rep Ibrahim Ganley, Faculty Division Rep Irit Gat, Faculty Division Rep Richie Neil Hao, Faculty Division Rep Michael Hutchison, Faculty Division Rep Scott Lee, Faculty Division Rep/Librarian/DE Liaison Cynthia Littlefield, Faculty Division Rep Mark McGovern, Faculty Division Rep Alberto Mendoza, Adjunct Rep Terry Rezek, Faculty Division Rep Tim Sturm, Faculty Division Rep Bonnie Suderman, Co-chair Deborah Sullivan-Ford, Faculty Division Rep Michael Tran, proxy Les Uhazy, Technical Education Dean Darcy Wiewall, Co-chair</p>	<p><u>Committee Members Absent:</u> Tooraj Gordi, Faculty Division Rep LaDonna Trimble, Student Services Dean</p> <p><u>Guests Present:</u> Kathleen Ballestero Glenn Haller Cathy Hart William Kitto Michael Pesses Ande Sanders Liz Sundberg John Vento</p>
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Items	Person	Action
<p>I. Opening Comments from the Co-chair</p>	<p><i>Darcy/ Bonnie</i></p>	<p>Dr. Darcy Wiewall called the meeting to order at 3:06pm and welcomed the committee members to the meeting.</p> <p>Dr. Jessica Eaton, Articulation Officer, updated the committee on a change to general education approval, which is that we will no longer be allowed to back date our approval request except in the area of B4. Moving forward approvals will be effective the following catalog year.</p>
<p>II. Meeting Minutes – -10/12/2017 -10/26/2017</p>	<p><i>All</i></p>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the minutes for 10/12/2017 and 10/26/2017 as presented. After a brief review of each, Mr. Alberto Mendoza requested the October 12 minutes be updated to reflect that he did attend the meeting. Motion carried with one abstention and noted revisions.</p>



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		<p><u>Follow Up Items:</u> None.</p>
<p>III. Informational Item – -2017-2018 Meeting Schedule: 11/30/17, 2/22/18, 3/8/18, 3/22/18, 4/12/18, 4/26/18, 5/10/18</p> <p>-Deactivations Impact AUTO 176 CT 212 KIN 110, 111, 145, 165, 180, 190 Family Consumer Sciences, AS</p> <p>-Courses due Fall 2017</p>	<p><i>Darcy</i></p>	<p><u>Issues Discussed:</u> Dr. Darcy Wiewall reminded the committee members of the continued informational items and requested the representatives to speak with their faculty regarding the deactivation impact courses and programs to ensure they move through the approval process.</p> <p>The scheduled AP&P spring meetings are noted as well.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> The items noted here will return as information items until they can be approved. Faculty should work with their representatives to determine why courses or programs cannot be approved at this time and what issues remain.</p>
<p>IV. Report Item – -TOP/CIP/SAM/SO Code Review -Courses Not Taught in 2 or more yrs -Courses Never Taught</p>		<p><u>Issues Discussed:</u> -TOP/CIP/SAM/SO Code Review Arts and Humanities -MUSC 112: SAM D -MUSC 222: SAM C -MUSC 223: SAM C -MUSC 225: SAM C -MUSC 124B & 124C: SAM C -ART 145 & 150 possibly move to DM -SPAN All Courses: SOC 25-1124 -Courses Not Taught in 2 or more yrs No additional reports provided. -Courses Never Taught No additional reports provided.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> The noted report items will return to a future meeting as a compiled list of curricular changes for formal approval.</p>
<p>V. Action Item – -CCE The Wonderful World of Wine</p>	<p><i>All</i></p>	<p><u>Issues Discussed:</u> None.</p>



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<p>Consent Agenda – Non-Substantial Course Rev:</p> <ul style="list-style-type: none"> - CIS 157 - DFST 101L - ED 141 - ELTE 125, 130, 135, 235 - ENGL 111, 112, 113, 265 - ESL 018, 019, 020, 023, 028, 030, 033, 038, 040, 043, 048, 050P, 053, 058 - GER 201 - HD 105 - JOUR 121 - MATH 065 - POLS 101 - PSCI 101 - RADT 205 - WELD 110, 120 <p>Substantial Course Revision:</p> <ul style="list-style-type: none"> - CFE 202 - ESL 053 Hybrid, 058 Hybrid - GEOG 205, 205 Hybrid - IATH 220, 265, 285 - KINF 130, 140, 150, 151, 160, 180 - KINT 102, 103, 104, - MATH 065 Hybrid, 116 - POLS 101 Hybrid, 101 Online - VN 109, 110, 111, 112 <p>New Course Development:</p> <ul style="list-style-type: none"> - MKTG 131 <p>Course Deactivations:</p> <ul style="list-style-type: none"> - BUS 203 - MGT 105, 212 - MKTG 121 <p>Program Revisions:</p> <ul style="list-style-type: none"> - General Business, AS and Cert - Vocational Nursing, Cert <p>Program Deactivations:</p> <ul style="list-style-type: none"> - Business Administration, AA - Management, AS and Cert - Marketing, AS and Cert - Small Business Management, AS and Cert 	<p>Action Taken:</p> <p>A motion was made and seconded to approve CCE The Wonderful World of Wine. After a brief review of the course material presented, a question was asked regarding the enrollment fee and material fee. Cathy Hart was present to answer questions and requested the documentation reflect a \$110 per person enrollment fee, while the material fee is actually \$0. The committee agreed revisions were not needed. Motion carried by all members present.</p> <p>A motion was made and seconded to amend the agenda to include the following distance education courses: GER 201 online, JOUR 121 online, HR 105 online, ENGL 111 online, and ENGL 112 online. Motion carried.</p> <p>A motion was made and seconded to approve the courses noted under Consent Agenda-Non-Substantial Course Revision except ESL 053, ESL 058, and MATH 065. Courses noted in this list have been reviewed and approved by the AP&P Representative, Dean, and AP&P Cochair. Motion carried.</p> <p>A motion was made and seconded to table ESL 053 hybrid, ESL 058 hybrid, and MATH 065 hybrid due to revisions needed for the distance education form. Motion carried.</p> <p>A motion was made and seconded to approve the courses noted under Substantial Course Revision with the exception of the tabled courses. After a review of each course individually, the committee agreed to approval of all noted courses with the inclusion of SCANS competencies in the objectives for VN 109, VN 110, VN 111, and VN 112. Motion carried with noted edits.</p> <p>A motion was made and seconded to approve MKTG 131 New Course Development. After a review of the course, the committee agreed to the approval but only if the course deactivations and program revisions are also approved. Motion carried with noted contingency.</p> <p>A motion was made and seconded to approve the noted course deactivations. After a review of the list, the committee agreed to the approval but only if the program revisions are also approved. Motion carried with noted contingency.</p> <p>A motion was made and seconded to approve program revisions for General Business AS and Cert. After a review of each program, Dr. Ganley expressed concerns in removing the</p>
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		<p>economics requirement from the AS degree. Faculty members present were asked to provide at least three examples of California colleges that offer a degree in business without requiring economics. Motion failed. Prior noted motion related to this item as fail as a result.</p> <p>A motion was made and seconded to approve the noted program changes to the Vocation Nursing Certificate. After a review of the program, no edits were noted or discussed. Motion carried.</p> <p>A motion was made and seconded to table the noted program deactivations. Motion carried.</p> <p><u>Follow Up Items:</u> Failed motions and tabled items will return to the next agenda for additional committee consideration.</p>
<p>NEXT MEETING DATE: 11/30/17</p>		<p>A motion was made and seconded to adjourn the AP&P meeting at 4:50p. Motion carried.</p>



<h1>AP&P Minutes</h1>	<p>Thursday, November 30, 2017 BE 314 4:00 – 5:30pm</p>
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Type of Meeting: *Regular*
Note Taker: *Melissa Jauregui, Academic Affairs Specialist*
Please Review/Bring: The past minutes for accuracy.

<p><u>Committee Members:</u> Jeffrie Ahmad, Faculty Division Rep Bonnie Curry, Faculty Division Rep Riley Dwyer, Academic Dean Jessica Eaton, Articulation Officer Ibrahim Ganley, Faculty Division Rep Irit Gat, Faculty Division Rep Tooraj Gordi, Faculty Division Rep Richie Neil Hao, Faculty Division Rep Michael Hutchison, Faculty Division Rep Scott Lee, Faculty Division Rep/Librarian/DE Liaison Mark McGovern, Faculty Division Rep Alberto Mendoza, Adjunct Rep Terry Rezek, Faculty Division Rep Tim Sturm, Faculty Division Rep Bonnie Suderman, Co-chair Deborah Sullivan-Ford, Faculty Division Rep Les Uhazy, Technical Education Dean Darcy Wiewall, Co-chair</p>	<p><u>Committee Members Absent:</u> Luis Echeverria, Faculty Division Rep Cynthia Littlefield, Faculty Division Rep LaDonna Trimble, Student Services Dean</p> <p><u>Guests Present:</u> Stacey Adams Kathleen Ballestero Greg Bormann Jonathan Compton Nate Dillon Glenn Haller Gary Heaton-Smith Mark Hoffer David Newby Zia Nisani Kevin North Melissa Ramiro Duane Rumsey Ken Shafer Elizabeth Sundberg</p>
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Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	<p>Dr. Darcy Wiewall called the meeting to order at 4:03pm and welcomed the committee members to the last meeting of the fall semester. She expressed her appreciation for their attendance as this is a special added meeting.</p> <p>A motion was made and seconded to amend the agenda to remove the minutes as they were both approved at the last meeting; add ENGL 101 COR and Distance Ed; move FTV 243 to New Course Development; and note the next meeting at 2/22/18. Motion carried by all members present.</p>
II. Meeting Minutes – -10/12/2017 -10/26/2017	<i>All</i>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> Item removed per motion above.</p> <p><u>Follow Up Items:</u> None.</p>



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<p>III. Informational Item –</p> <p>-2017-2018 Meeting Schedule: 11/30/17, 2/22/18, 3/8/18, 3/22/18, 4/12/18, 4/26/18, 5/10/18</p> <p>-Deactivations Impact AUTO 176 CT 212 KIN 110, 111, 145, 165, 180, 190 Family Consumer Sciences, AS</p> <p>-Courses due Fall 2017</p>	<p><i>Darcy</i></p>	<p><u>Issues Discussed:</u> Dr. Darcy Wiewall requested committee member note the meeting schedule in this section and requested they work with faculty in their area to ensure the items listed under deactivation impact are resolve and become an action item at a future meeting.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>IV. Report Item –</p> <p>-TOP/CIP/SAM/SO Code Review -Courses Not Taught in 2 or more yrs -Courses Never Taught</p>		<p><u>Issues Discussed:</u> No additional reports were provided at this meeting.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> A compiled list of curricular changes will be presented to the committee at a future meeting for consideration of approval.</p>
<p>V. Action Item –</p> <p>Consent Agenda – Non-Substantial Course Rev:</p> <ul style="list-style-type: none"> - DFST 106 - ESL 053, 058 - MATH 065, 070, 102, 128, 150, 160 <p>Substantial Course Revision:</p> <ul style="list-style-type: none"> - BIOL 100, 100 Online - ECON 101, 101 Hybrid, 101 Online - ENGL 101, 101 Online - ESL 053 Hybrid, 058 Hybrid - FTV 107, 108 - GER 202 Online - HE 101 Online - HIST 107, 107 Hybrid, 107 Online - IATH 101, 102, 205, 210, 215, 225, 230, 240, 245, 250, 255, 270, 280 - KINF 100, 107, 108, 132, 144, 161, 181, 190, 192, 193, 195, 220, 240, 244, 260, 280 - KINT 100, 240, 241, 242, 243 - MATH 065 Hybrid, 070 Hybrid, 102 Hybrid, 128 Hybrid - MGT 121, 121 Hybrid, 121 Online - VN 113 <p>New Course Development:</p> <ul style="list-style-type: none"> - CT 220 	<p><i>All</i></p>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the courses noted under Consent Agenda-Non-Substantial Course revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the courses noted under Substantial Course Revision. After a review of each course individually the following changes were noted:</p> <ul style="list-style-type: none"> • BIOL 100 Online: tabled • ESL 053 Hybrid, ESL 058 Hybrid: tabled • FTV 107 and FTV 108: edits made to requisites during meeting • HE 101 online: removed from agenda as it was approved 10/27/18 • IATH 225: correction made during meeting • MATH 128 Hybrid: removed from curricunet and committee consideration at request of department chair and dean • VN 113: scans competencies noted during meeting <p>Motion carried with noted edits and exceptions.</p>



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<ul style="list-style-type: none"> - FTV 243 - MKTG 131, 131 Online, 131 Hybrid - MUS 169 - MUSC 108, 108 Online - NS 101L, 102L, 201L, 202L <p>Course Deactivations:</p> <ul style="list-style-type: none"> - BUS 203 - CT 212 - KIN 110, 111, 113, 145, 165, 180, 190 - MGT 105, 212 - MKTG 121 <p>Program Revisions:</p> <ul style="list-style-type: none"> - Biological Sciences, AS - Fashion Design AA and Cert - General Business, AS and Cert - Kinesiology, AA-T - Mechanical Engineering, AS - Music, AA-T - Yoga Instructor Cert <p>New Program Dev:</p> <ul style="list-style-type: none"> - Commercial Music, AA - Electrical Engineering, AS - Film, Television, and Electronic Media, AS-T <p>Program Deactivations:</p> <ul style="list-style-type: none"> - Business Administration, AA - Kinesiology, AA - Management, AS and Cert - Marketing, AS and Cert - Small Business Management, AS and Cert 		<p>A discussion occurred regarding regular and effective contact, passive student initiated, asynchronous vs synchronous, and faculty initiated contact. Bonnie Suderman, Les Uhazy and Scott Lee were the major contributors to the conversation and agreed the committee needed to all agree on this issue. A request was made to have this return to a future agenda so the committee can develop guidelines that will be used in all future DE approvals.</p> <p>A motion was made and seconded to approve the courses noted under New Course Development. After a review of each course individually the following was noted:</p> <ul style="list-style-type: none"> • MUS 169: repeatability contingent on CSU repeat rules • MUSC 108: scans competencies noted • NS 101L, 102L, 201L, and 202L: program must be developed and follow in the spring for committee consideration <p>Motion carried for all noted courses with revisions as listed above.</p> <p>A motion was made and seconded to approve the courses listed under course deactivation. Motion carried.</p> <p>A motion was made and seconded to approve the programs listed under Program Revisions. After a review of each program individually, the following were noted:</p> <ul style="list-style-type: none"> • General Business AS & Cert: Faculty member presented offered the list of California colleges that offer the degree without economics and agreed to remove PLO 5 with reapproval of the outcomes committee/Dr. Ganley opposed the approval of the AS program • Mechanical Engineering AS: clarification provided that local GE is used to keep the total units at 60 <p>Motion carried for all listed programs with noted edits and one opposition to General Business AS only.</p> <p>A motion was made and seconded to approve the program listed under New Program Development. After a review of each program individually, the follow notes were made:</p> <ul style="list-style-type: none"> • Electrical Engineering AS: clarification provided that local GE is used to keep the total units at 60 <p>Motion carried for all listed programs.</p> <p>A motion was made and seconded to approve the programs listed under program deactivation. Motion carried.</p>
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		<p><u>Follow Up Items:</u> All tabled items will return to a future agenda for committee consideration.</p>
<p>NEXT MEETING DATE: 2/22/18</p>		<p>A motion was made and seconded to adjourn the AP&P meeting at 5:50p. Motion carried.</p>