

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

TO: Jeffrie Ahmad Lisa Karlstein Deborah Sullivan-Ford  
Karen Cowell Scott Lee Mary Rose Toll  
Raul Curiel Cynthia Lehman LaDonna Trimble  
Luis Echeverria Cynthia Littlefield Les Uhazy  
Tooraj Gordi Mark McGovern Denise Walker  
Lee Grishman Joe Owens Darcy Wiewall  
Maranatha Javines

Technical Review Committee – Jeffrie Ahmad, Scott Lee, Denise Walker, and Darcy Wiewall

FROM: Ms. Linda Harmon / Dr. Bonnie Suderman

DATE: October 7, 2014

SUBJECT: Agenda and Materials for Academic Policies and Procedures Committee Meeting  
**Thursday, October 9, 2014, BE 324 (Computer Lab), 3:00-5:30pm**

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**2014-2015**  
**Academic Policies & Procedures Committee Meeting No. 3**  
**AGENDA**

**1. CALL TO ORDER AND ROLL CALL**

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

**3. APPROVAL OF MINUTES**

- a. September 25, 2014 Minutes

**4. INFORMATIONAL ITEMS**

- a. 2014-15 AP&P Deadline – Courses and Programs need to be approved by 11/13/2014 for Fall 2015 inclusion
- CORs that need to be revised this 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
- b. CurricUNET Workshops:
- Wednesday, September 10- November 12, 2014, 2-4pm, BE 321
  - Thursday, September 11-November 13, 2014, 1:30-3pm, BE 324
- c. CSUGE/IGETC Course Designation – Dr. Lee Grishman
- |                       |                        |                    |
|-----------------------|------------------------|--------------------|
| • IGETC               | • CSU/GE               | • CSU Transferable |
| 1. AJ 204 – Area J    | 1. CFE 211 – Area D7   | 1. ENGL 100A       |
| 2. GEOG 110 – Area 4E | 2. AJ 210 – Area D10   | 2. ENGL 100C       |
| 3. PSY 200 – Area 4I  | 3. AJ 204 – Area D10   | 3. FTEC 111        |
| 4. SOC 116 – Area 4J  | 4. ART 136 – Area C1   | 4. FTEC 112        |
|                       | 5. GEOG 110 – Area D5  | 5. FTEC 113        |
| • UC/CSU Transferable | 6. HD 102 – Area E     | 6. FTEC 114        |
| 1. SOC 116            | 7. KIN 100 – Area E    | 7. FTEC 117        |
|                       | 8. PSY 200 – Area D9   | 8. ID 240          |
|                       | 9. SOC 116 – Area D4   | 9. NS 101A         |
|                       | 10. SOC 116 – Area D7  | 10. NS 102A        |
|                       | 11. SOC 116 – Area D10 | 11. NS 103A        |
|                       |                        | 12. NS 201A        |
|                       |                        | 13. NS 202A        |
|                       |                        | 14. NS 203A        |
|                       |                        | 15. NS 204A        |
|                       |                        | 16. NS 205A        |
|                       |                        | 17. RADT 205       |

**5. REPORT ITEMS**

- a. Division Report: Change Significant Lapse in Time from 5 years to 36 months
- b. Division Report: Use of newer standard grade when determining GPA

**6. ACTION ITEM**

- a. **Change Significant Lapse in Time from 5 years to 36 months**
- b. **Use of newer standard grade when determining GPA**
- c. **Procedure for Revising the LAS Degrees**
- d. **First Reading: Substantial Course Revision (COR Complete / SLO Complete)**
  - i. SPAN 110 SS, Spanish for Heritage Speakers I
    - Changed title, number, and advisory
  - ii. Online: SPAN 110 SS, Spanish for Heritage Speakers I
  - iii. Hybrid: SPAN 110 SS, Spanish for Heritage Speakers I
- e. **Second Reading: Substantial Course Revision (COR Complete / SLO Complete)**
  - i. GER 201, Intermediate German 1
    - Changed units from 3 to 4, hours from 3 to 4, class maximum from 35 to 25
  - ii. Hybrid: GER 201, Intermediate German 1
- f. **Second Reading: New Course Development**
  - i. PHTC 102L, Directed Photo Lab Studies

**7. INFORMATIONAL ITEMS**

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

Area of Study	Template Attached	Articulation Agreements	PLO	Recommended Plan of Study	CurricUNET Status
1. <i>Agriculture Animal Sciences</i>					
2. <i>Agriculture Business</i>					
3. <i>Agriculture Plant Sciences</i>					
4. <i>Chemistry</i>					
5. Computer Science					Cannot develop, no discipline on campus aligns with coursework
6. Economics					
7. Elementary Teacher Education					Cannot develop, no full-time faculty in area
8. <i>Film, Television and Electronic Media</i>					Cannot develop, no full-time faculty in area
9. Journalism					Cannot develop, no full-time faculty in area
10. Spanish	X	X			Submitted

**b. Completed AVC AA-T/AS-T Degrees**

- 11. Geology – Pending the approval of CHEM 120
- 12. Philosophy – Pending Academic Senate and Board Approval
- 13. Theatre Arts – Pending the approval of THA 115A-B, 116A-B, 117A-B, 118A-B and THA 121A-B

**c. AA-T/AS-T Degrees Submitted for CCCC Review and Approval**

- 14. Business Administration
- 15. Early Childhood Education
- 16. English
- 17. Geography
- 18. History
- 19. Kinesiology
- 20. Music
- 21. Physics

**d. AA-T/AS-T Degree CCCC Approved Pending Catalog Publication**

- 22. Administration of Justice
- 23. Anthropology
- 24. Geography
- 25. Psychology

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

C-ID DESCRIPTOR	COURSE	STATUS	EXPIRES	STATUS
AJ 110	AJ 101	CONDITIONAL	20-NOV-14	

AJ 120	AJ 102	CONDITIONAL	9-JUN-15	
AJ 160	AJ 210	CONDITIONAL	9-JUN-15	
ANTH 120	ANTH 102	CONDITIONAL	9-JUN-15	
ARTH 150	ART 104	NOT APPROVED		
BIOL 190	BIOL 110	CONDITIONAL	05-AUG-14	
BIOL 140	BIOL 120	NOT APPROVED	05-AUG-14	
BIOL 120B	BIOL 202	CONDITIONAL	29-SEPT-2015	
BUS 125	BUS 201	CONDITIONAL	25-AUG-15	
ECE 120	CFE 101	NOT APPROVED		
ECE 230	CFE 116	CONDITIONAL	30-APR-15	
ECE 220	CFE 211	CONDITIONAL	30-APR-15	
CHEM 101	CHEM 101	NOT APPROVED		
CHEM 110	CHEM 110	NOT APPROVED		
CHEM 120S	CHEM 110, CHEM 120	NOT APPROVED		
COMP 152	CIS 121	NOT APPROVED		
COMM 130	COMM 107	CONDITIONAL	13-JAN-15	
GEOL 121	ERSC 101	NOT APPROVED		
JOUR 210	JOUR 123	NOT APPROVED		
MATH 150	MATH 130	CONDITIONAL	05-AUG-15	
MATH 155	MATH 140	CONDITIONAL	23-FEB-15	
MATH 240	MATH 230	CONDITIONAL	02-JUL-15	
MATH 250	MATH 220	CONDITIONAL	29-SEPT-15	
MATH 230	MATH 250	CONDITIONAL	26-MAR-15	
PHYS 100S	PHYS 101 PHYS 102	CONDITIONAL	13-FEB-14	
PHYS 105	PHYS 101	CONDITIONAL	13-FEB-14	
PHYS 110	PHYS 102	CONDITIONAL	13-FEB-14	
POLS 130	POLS 103	CONDITIONAL	06-JUN-15	
SOCI 120	SOC 200	NOT APPROVED		
SPAN 220	SPAN 101HL	NOT APPROVED		

**b. 2013-2014 Courses by Division that need to be revised and submitted to AP&P**

Course	Degree/Cert /GE Area	Last Taught	Scheduling Restrictions if not approved by 11/14/2013	Status
<b>Language Arts</b>				
COMM 215		None	Cannot schedule 14-15	<i>Submitted</i>
<b>Math/Science</b>				
MATH 070B		Spring 13	Cannot schedule 14-15	
MATH 102A		Fall 12	Cannot schedule 14-15	
MATH 102B		Spring 13	Cannot schedule 14-15	
<b>Social Science</b>				
WE 197		None	Cannot schedule 14-15	
WE 199		Spring 13	Cannot schedule 14-15	
<b>Technical Education</b>				
AUTO 27 6		Fall 13	Cannot schedule 14-15	<i>Submitted</i>

**c. 2014-2015 Course by Division that need to be revised and submitted to AP&P**

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions if not approved by 11/13/2014	Status
D1	ACCT 115			Cannot schedule 15-16	Submitted
D1	ACCT 121			Cannot schedule 15-16	Submitted
D1	AERO 120			Cannot schedule 15-16	Submitted
D1	AERO 121			Cannot schedule 15-16	Submitted
D1	AUTO 100			Cannot schedule 15-16	Submitted
D1	AUTO 101			Cannot schedule 15-16	

D1	AUTO 102			Cannot schedule 15-16	
D1	AUTO 110			Cannot schedule 15-16	
D1	AUTO 111			Cannot schedule 15-16	
D1	AUTO 112			Cannot schedule 15-16	
D1	AUTO 198			Cannot schedule 15-16	
D1	AUTO 276			Cannot schedule 15-16	Submitted
D1	BUS 121			Cannot schedule 15-16	Submitted
D1	CA 103	Yes		Cannot schedule 15-16	Submitted
D1	CA 151			Cannot schedule 15-16	Submitted
D1	CA 221	Yes		Cannot schedule 15-16	Submitted
D1	CIS 157			Cannot schedule 15-16	
D1	CIS 161	Yes		Cannot schedule 15-16	
D1	CIS 175	Yes		Cannot schedule 15-16	
D1	CT 102	Yes		Cannot schedule 15-16	Submitted
D1	CT 212			Cannot schedule 15-16	Submitted
D1	FTEC 141			Cannot schedule 15-16	
D1	FTEC 144			Cannot schedule 15-16	
D1	FTEC 149			Cannot schedule 15-16	
D1	FTEC 216			Cannot schedule 15-16	
D1	FTEC 217			Cannot schedule 15-16	
D1	FTEC 295AL			Cannot schedule 15-16	Submitted
D1	FTEC 295B			Cannot schedule 15-16	
D1	FTEC 295BL			Cannot schedule 15-16	
D1	MGT 101			Cannot schedule 15-16	Submitted
D1	MKTG 112			Cannot schedule 15-16	Submitted
D1	MOA 101			Cannot schedule 15-16	Submitted
D1	WELD 101			Cannot schedule 15-16	
D1	WELD 110			Cannot schedule 15-16	
D1	WELD 120			Cannot schedule 15-16	
D1	WELD 130			Cannot schedule 15-16	
D2	AGRI 100	Yes		Cannot schedule 15-16	
D2	AGRI 110	Yes		Cannot schedule 15-16	
D2	AGRI 134	Yes		Cannot schedule 15-16	
D2	AGRI 230	Yes		Cannot schedule 15-16	
D2	BIOL 100			Cannot schedule 15-16	
D2	BIOL 110	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 101	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 102	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 120	Yes		Cannot schedule 15-16	Submitted
D2	GEOG 201			Cannot schedule 15-16	Submitted
D2	GEOG 205			Cannot schedule 15-16	Submitted
D2	MATH 125	Yes		Cannot schedule 15-16	
D2	MATH 130	Yes		Cannot schedule 15-16	
D2	MATH 140	Yes		Cannot schedule 15-16	Submitted
D2	MATH 160	Yes		Cannot schedule 15-16	Submitted
D2	MATH 230	Yes		Cannot schedule 15-16	Submitted
D3	CHIN 101	Yes		Cannot schedule 15-16	

D3	COMM 101	Yes		Cannot schedule 15-16	
D3	COMM 103	Yes		Cannot schedule 15-16	Submitted
D3	COMM 105	Yes		Cannot schedule 15-16	Submitted
D3	COMM 107	Yes		Cannot schedule 15-16	Submitted
D3	COMM 112	Yes		Cannot schedule 15-16	Submitted
D3	COMM 115	Yes		Cannot schedule 15-16	Submitted
D3	COMM 219	Yes		Cannot schedule 15-16	Submitted
D3	DFST 101L			Cannot schedule 15-16	Submitted
D3	DFST 204			Cannot schedule 15-16	Submitted
D3	DFST 205			Cannot schedule 15-16	Submitted
D3	ENGL 111	Yes		Cannot schedule 15-16	Submitted
D3	ENGL 112	Yes		Cannot schedule 15-16	Submitted
D3	ENGL 265	Yes		Cannot schedule 15-16	Submitted
D3	GER 201	Yes		Cannot schedule 15-16	Submitted
D3	JOUR 121	Yes		Cannot schedule 15-16	
D3	JOUR 123	Yes		Cannot schedule 15-16	
D4	AJ 201	Yes		Cannot schedule 15-16	
D4	AJ 206	Yes		Cannot schedule 15-16	Submitted
D4	AJ 800			Cannot schedule 15-16	
D4	AJ 810			Cannot schedule 15-16	
D4	ANTH 101L	Yes		Cannot schedule 15-16	
D4	CFE 106			Cannot schedule 15-16	
D4	CFE 111			Cannot schedule 15-16	
D4	CFE 114			Cannot schedule 15-16	Submitted
D4	CFE 120			Cannot schedule 15-16	Submitted
D4	CFE 212			Cannot schedule 15-16	
D4	ECON 101	Yes		Cannot schedule 15-16	
D4	ED 141			Cannot schedule 15-16	
D4	HIST 101	Yes		Cannot schedule 15-16	
D4	HIST 102	Yes		Cannot schedule 15-16	
D4	HIST 104	Yes		Cannot schedule 15-16	
D4	HIST 105	Yes		Cannot schedule 15-16	
D4	HIST 109	Yes		Cannot schedule 15-16	Submitted
D4	HIST 110	Yes		Cannot schedule 15-16	Submitted
D4	HIST 111	Yes		Cannot schedule 15-16	Submitted
D4	HIST 112	Yes		Cannot schedule 15-16	
D4	HIST 113	Yes		Cannot schedule 15-16	Submitted
D4	HIST 114	Yes		Cannot schedule 15-16	
D4	HIST 115	Yes		Cannot schedule 15-16	
D4	HIST 118	Yes		Cannot schedule 15-16	
D4	HIST 119	Yes		Cannot schedule 15-16	
D4	POLS 101	Yes		Cannot schedule 15-16	Submitted
D4	POLS 200	Yes		Cannot schedule 15-16	
D4	POLS 203	Yes		Cannot schedule 15-16	
D4	SOC 112	Yes		Cannot schedule 15-16	Submitted
D5	ART 100	Yes		Cannot schedule 15-16	
D5	ART 101	Yes		Cannot schedule 15-16	Submitted

D5	ART 102	Yes		Cannot schedule 15-16	Submitted
D5	ART 110	Yes		Cannot schedule 15-16	Submitted
D5	ART 140	Yes		Cannot schedule 15-16	Submitted
D5	ART 210	Yes		Cannot schedule 15-16	Submitted
D5	ATH 102			Cannot schedule 15-16	
D5	FTV 242			Cannot schedule 15-16	
D5	FTV 244			Cannot schedule 15-16	
D5	FTV 251			Cannot schedule 15-16	
D5	FTV 261		Never	Cannot schedule 15-16	
D5	HE 101	Yes		Cannot schedule 15-16	Submitted
D5	KIN 101	Yes		Cannot schedule 15-16	Submitted
D5	KIN 111	Yes		Cannot schedule 15-16	
D5	KIN 115	Yes		Cannot schedule 15-16	Submitted
D5	KIN 128	Yes		Cannot schedule 15-16	Submitted
D5	KIN 135	Yes		Cannot schedule 15-16	Submitted
D5	KIN 140	Yes		Cannot schedule 15-16	
D5	KIN 155	Yes		Cannot schedule 15-16	Submitted
D5	KIN 160	Yes		Cannot schedule 15-16	
D5	KIN 180	Yes		Cannot schedule 15-16	Submitted
D5	KIN 193	Yes		Cannot schedule 15-16	Submitted
D5	KIN 194	Yes		Cannot schedule 15-16	Submitted
D5	KIN 195	Yes		Cannot schedule 15-16	Submitted
D5	KIN 205	Yes		Cannot schedule 15-16	Submitted
D5	KIN 210	Yes		Cannot schedule 15-16	
D5	KIN 225	Yes		Cannot schedule 15-16	
D5	KIN 265	Yes		Cannot schedule 15-16	
D5	PHOT 250	Yes		Cannot schedule 15-16	
D5	THA 121	Yes		Cannot schedule 15-16	Submitted
S1	HD 198			Cannot schedule 15-16	Submitted
S1	HD 198A			Cannot schedule 15-16	Submitted
S1	HD 198C			Cannot schedule 15-16	Submitted
S1	HD 198O			Cannot schedule 15-16	Submitted

### 23. ADJOURNMENT

#### NON-DISCRIMINATION POLICY

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

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

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: September 25, 2014  
LOCATION: BE 324 – Computer Room  
TIME: 3:06 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Tom Hutchison	Tom O’Neil, proxy	Karen Cowell, CTE Dean Cynthia Lehman, Div. 4 Rep LaDonna Trimble, SS Dean Les Uhazy, AA Dean
Jennifer Corona	Maranatha Javines	Joe Owens	
Luis Echeverria	Lisa Karlstein	Bonnie Suderman	
Tooraj Gordi	Scott Lee	Deborah Sullivan-Ford	
Lee Grishman	Cynthia Littlefield	Denise Walker	
Linda Harmon	Mark McGovern	Darcy Wiewall	
Anne Hemsley	Donna Meyer		
GUESTS PRESENT			
Kyle Jacobsen	Heidi Preschler	Michael Tran	
David Newman	Jeff Stephens	Xinmin Zhu	

**2014-2015**  
**Academic Policies & Procedures Committee Meeting No. 2**  
**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

A motion was made and seconded to call the September 25, 2014 AP&P Committee Meeting to order at 3:06p.m. Mrs. Linda Harmon, AP&P Faculty Co-Chair, called the meeting to order at 3:06p.m. Motion carried.

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

Mrs. Linda Harmon announced that the Chancellor’s Office approved two new TMC degrees: Anthropology and Geography. She indicated that with today’s review and hopefully approval of the AA-T in Philosophy our college will only be one degree away from our 100% compliance with the SB 1440 requirements. The AA-T in Spanish should be on the next AP&P agenda. Dr. Darcy Wiewall requested an update on the possibility of a catalog addendum as there are several students that would like to graduate with the Anthropology degree this spring semester. Dr. Bonnie Suderman suggested that Mrs. Melissa Jauregui and herself meet to discuss the details and encouraged Dr. Wiewall to be present as well. After this meeting, Dr. Suderman will provide an update for the committee.

**3. APPROVAL OF MINUTES**

**a. September 11, 2014 Minutes**

A motion was made and seconded to approve the minutes for September 11, 2014. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. 2014-15 AP&P Deadline – Courses and Programs need to be approved by 11/13/2014 for Fall 2015 inclusion**

- CORs that need to be revised this 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

Mrs. Linda Harmon encouraged the representatives to work with their faculty as many courses have not yet been submitted and are in jeopardy of being removed from the 2015-2016 college catalog if not approved by November 13, 2014.

**b. CurricUNET Workshops:**

- Wednesday, September 10- November 12, 2014, 2-4pm, BE 321
- Thursday, September 11-November 13, 2014, 1:30-3pm, BE 324

Mrs. Linda Harmon reminded the representatives that they need to be present for at least one of these trainings or conduct a training on a day that fits into their schedule. She asked them to email Mrs. Melissa Jauregui the day and time that works for them.

**c. CSUGE/IGETC Course Designation – Dr. Lee Grishman**

- IGETC
  1. AJ 204 – Area J
  2. AJ 210 – Area J
  3. GEOG 110 – Area 4E
  4. PSY 200 – Area 4I
  5. SOC 116 – Area 4J
- UC/CSU Transferable
  1. SOC 116
- CSU/GE
  1. CFE 211 – Area D7
  2. AJ 210 – Area D10
  3. AJ 204 – Area D10
  4. ART 136 – Area C1
  5. GEOG 110 – Area D5
  6. HD 102 – Area E
  7. KIN 100 – Area E
  8. PSY 200 – Area D9
  9. SOC 116 – Area D4
  10. SOC 116 – Area D7
  11. SOC 116 – Area D10
- CSU Transferable
  1. ENGL 100A
  2. ENGL 100C
  3. FTEC 111
  4. FTEC 112
  5. FTEC 113
  6. FTEC 114
  7. FTEC 117
  8. ID 240
  9. NS 101A
  10. NS 102A
  11. NS 103A
  12. NS 201A
  13. NS 202A
  14. NS 203A
  15. NS 204A
  16. NS 205A
  17. RADT 205

Dr. Grishman reminded the committee members that AJ 210 will not be submitted for IGETC as it does not qualify, however it will be submitted for CSU GE in the spring.

**d. Significant Lapse in Time (Attachments)**

Mrs. Linda Harmon indicated that the documents needed to discuss this item with the divisions were not provided until this week. As a result, the information is attached to this agenda and representatives will be asked to report back to the committee on October 9, 2014. She reminded that members that two items will need to be discussed at the division level: 1) change in the significant lapse in time from 5 years to 36 months, and 2) the use of the newer standard grade when calculating the student's GPA.

**5. ACTION ITEM**

**a. Consent Agenda: Non-substantial Course Revisions (COR Complete / SLO Complete)**

**i. MATH 150, Calculus and Analytic Geometry**

A motion was made and seconded to approve item 5a Non-substantial course revisions. Motion carried. A second motion was made and seconded to approve the course content for the course listed under item 5a. Motion carried.

**b. First Reading: Substantial Course Revision (COR Complete / SLO Complete)**

**i. CHEM 110, General Chemistry**

A motion was made and seconded to approve CHEM 110, General Chemistry course revisions. Dr. David Newman was present to discuss the course revisions. After a brief review, the committee requested a revision to exclude the homework assignments and hours associated with "other." With the approval of the Dr. Newman, the change was made during the meeting. Motion carried. A second motion was made and seconded to approve the course content for CHEM 110, General Chemistry. Motion carried.

**ii. GER 201, Intermediate German 1**

A motion was made and seconded to approve GER 201, Intermediate German 1 course revisions. Ms. Heidi Preschler was present to discuss the course revisions. After a brief review, the committee requested edits as noted in the approval process, which were to bring the course content in line with the required outline format, adjust the homework section to reflect student work outside of class, and adjustments to the recommended textbook listing. Motion carried with only those revisions being completed by Friday, October, 3, 2014.

**iii. MATH 220, Linear Algebra**

A motion was made and seconded to approve MATH 220, Linear Algebra course revisions. Mr. Michael Tran was present to discuss the course revisions. After a brief review, no revisions were requested. Motion carried. A second motion was made and seconded to approve the course content for MATH 220, Linear Algebra. Motion carried.

**iv. RCP 102, Clinical Preparation for Respiratory Care**

A motion was made and seconded to approve RCP 102, Clinical Preparation for Respiratory Care course revisions. Mr. Jeff Stephens and Dr. Tom O'Neil, dean proxy, were present to discuss the course revisions. After a brief review, a question was asked regarding the number of course hours and homework hours in relationship to the units earned by students. Mr. Jeff Stephens was not sure how the



hours were identified however Dr. Cowell should be contacted for clarification. Motion carried pending clarification of units and hours.

**c. First Reading: New Course Development**

**i. PHTC 102L, Directed Photo Lab Studies**

A motion was made and seconded to approve PHTC 102L, Directed Photo Lab Studies new course development. Ms. Lisa Karlstein was present to discuss the course development. After a brief review, a question was asked regarding the number of course hours and homework hours in relationship to the units earned by students as lab classes cannot have homework hours assigned. Ms. Lisa Karlstein indicated that she would remove the information listed in that section. It was also requested that the content be adjusted and AVC area E needs to be removed per Dr. Grishman as this can only be included for those courses that are 3 units minimum. Motion failed.

**d. First Reading: New Program Development**

**i. Associate in Arts in Philosophy for Transfer, AA-T Degree**

A motion was made and seconded to approve the Associate in Arts in Philosophy for Transfer, AA-T Degree. Dr. Xinmin Zhu was present to discuss the new degree development. After a brief moment, it was decided that edits were not needed as the program aligned correctly with the ADT model approved jointly by CCC and CSU faculty. Motion carried.

**e. Course Deactivation Requests**

**i. CFE 168, F Rate Pre-Service Training**

**ii. CFE 169, D Rate Pre-Service Training**

A motion was made and seconded to approve designating the courses listed under item 5e as deactivated. Motion carried.

**6. INFORMATIONAL ITEMS**

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

Area of Study	Template Attached	Articulation Agreements	PLO	Recommended Plan of Study	CurricUNET Status
1. Agriculture Animal Sciences					
2. Agriculture Business					
3. Agriculture Plant Sciences					
4. Chemistry					
5. Computer Science					Cannot develop, no discipline on campus aligns with coursework
6. Economics					
7. Elementary Teacher Education					Cannot develop, no full-time faculty in area
8. Film, Television and Electronic Media					Cannot develop, no full-time faculty in area
9. Journalism					Cannot develop, no full-time faculty in area
10. Philosophy	X	X			Submitted
11. Spanish	X	X			Submitted

**b. Completed AVC AA-T/AS-T Degrees**

12. Geology – Pending the approval of CHEM 120

13. Theatre Arts – Pending the approval of THA 115A-B, 116A-B, 117A-B, 118A-B and THA 121A-B

**c. AA-T/AS-T Degrees Submitted for CCCCCO Review and Approval**

14. Business Administration

16. English

18. History

20. Music

15. Early Childhood Education

17. Geography

19. Kinesiology

21. Physics

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

C-ID DESCRIPTOR	COURSE	STATUS	EXPIRES	STATUS
AJ 110	AJ 101	CONDITIONAL	20-NOV-14	

AJ 120	AJ 102	CONDITIONAL	9-JUN-15	
AJ 160	AJ 210	CONDITIONAL	9-JUN-15	
ANTH 120	ANTH 102	CONDITIONAL	9-JUN-15	
ARTH 150	ART 104	NOT APPROVED		
BIOL 190	BIOL 110	CONDITIONAL	05-AUG-14	
BIOL 140	BIOL 120	NOT APPROVED	05-AUG-14	
BIOL 120B	BIOL 202	CONDITIONAL	29-SEPT-2015	
BUS 125	BUS 201	CONDITIONAL	25-AUG-15	
ECE 120	CFE 101	NOT APPROVED		
ECE 230	CFE 116	CONDITIONAL	30-APR-15	
ECE 220	CFE 211	CONDITIONAL	30-APR-15	
CHEM 101	CHEM 101	NOT APPROVED		
CHEM 110	CHEM 110	NOT APPROVED		
CHEM 120S	CHEM 110, CHEM 120	NOT APPROVED		
COMP 152	CIS 121	NOT APPROVED		
COMM 130	COMM 107	CONDITIONAL	13-JAN-15	
GEOL 121	ERSC 101	NOT APPROVED		
JOUR 210	JOUR 123	NOT APPROVED		
<b>KIN 101</b>	<b>KIN 191</b>	<b>CONDITIONAL</b>	<b>17-DEC-13</b>	
MATH 150	MATH 130	CONDITIONAL	05-AUG-15	
MATH 155	MATH 140	CONDITIONAL	23-FEB-15	
MATH 240	MATH 230	CONDITIONAL	02-JUL-15	
MATH 250	MATH 220	CONDITIONAL	29-SEPT-15	
MATH 230	MATH 250	CONDITIONAL	26-MAR-15	
<b>PHYS 100S</b>	<b>PHYS 101 PHYS 102</b>	<b>CONDITIONAL</b>	<b>13-FEB-14</b>	
<b>PHYS 105</b>	<b>PHYS 101</b>	<b>CONDITIONAL</b>	<b>13-FEB-14</b>	
<b>PHYS 110</b>	<b>PHYS 102</b>	<b>CONDITIONAL</b>	<b>13-FEB-14</b>	
POLS 130	POLS 103	CONDITIONAL	06-JUN-15	
SOCI 120	SOC 200	NOT APPROVED		
SPAN 220	SPAN 101HL	NOT APPROVED		

e. 2013-2014 Courses by Division that need to be revised and submitted to AP&P

Course	Degree/Cert /GE Area	Last Taught	Scheduling Restrictions if not approved by 11/14/2013	Status
<b>Language Arts</b>				
COMM 215		None	Cannot schedule 14-15	<i>Submitted</i>
<b>Math/Science</b>				
MATH 070B		Spring 13	Cannot schedule 14-15	
MATH 102A		Fall 12	Cannot schedule 14-15	
MATH 102B		Spring 13	Cannot schedule 14-15	
<b>Social Science</b>				
WE 197		None	Cannot schedule 14-15	
WE 199		Spring 13	Cannot schedule 14-15	
<b>Technical Education</b>				
AUTO 27 6		Fall 13	Cannot schedule 14-15	<i>Submitted</i>

f. 2014-2015 Course by Division that need to be revised and submitted to AP&P

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions if not approved by 11/13/2014	Status
D1	ACCT 115			Cannot schedule 15-16	Submitted
D1	ACCT 121			Cannot schedule 15-16	Submitted
D1	AERO 120			Cannot schedule 15-16	
D1	AERO 121			Cannot schedule 15-16	
D1	AUTO 100			Cannot schedule 15-16	Submitted
D1	AUTO 101			Cannot schedule 15-16	

D1	AUTO 102			Cannot schedule 15-16	
D1	AUTO 110			Cannot schedule 15-16	
D1	AUTO 111			Cannot schedule 15-16	
D1	AUTO 112			Cannot schedule 15-16	
D1	AUTO 198			Cannot schedule 15-16	
D1	AUTO 276			Cannot schedule 15-16	Submitted
D1	BUS 121			Cannot schedule 15-16	Submitted
D1	CA 103	Yes		Cannot schedule 15-16	Submitted
D1	CA 151			Cannot schedule 15-16	Submitted
D1	CA 221	Yes		Cannot schedule 15-16	Submitted
D1	CIS 157			Cannot schedule 15-16	
D1	CIS 161	Yes		Cannot schedule 15-16	
D1	CIS 175	Yes		Cannot schedule 15-16	
D1	CT 102	Yes		Cannot schedule 15-16	Submitted
D1	CT 212			Cannot schedule 15-16	Submitted
D1	FTEC 141			Cannot schedule 15-16	
D1	FTEC 144			Cannot schedule 15-16	
D1	FTEC 149			Cannot schedule 15-16	
D1	FTEC 216			Cannot schedule 15-16	
D1	FTEC 217			Cannot schedule 15-16	
D1	FTEC 295AL			Cannot schedule 15-16	Submitted
D1	FTEC 295B			Cannot schedule 15-16	
D1	FTEC 295BL			Cannot schedule 15-16	
D1	MGT 101			Cannot schedule 15-16	Submitted
D1	MKTG 112			Cannot schedule 15-16	Submitted
D1	MOA 101			Cannot schedule 15-16	Submitted
<del>D1</del>	<del>RCP 101</del>	-	-	<del>Cannot schedule 15-16</del>	DONE
<del>D1</del>	<del>RCP 104</del>	-	-	<del>Cannot schedule 15-16</del>	DONE
<del>D1</del>	<del>RCP 201</del>	-	-	<del>Cannot schedule 15-16</del>	DONE
D1	WELD 101			Cannot schedule 15-16	
D1	WELD 110			Cannot schedule 15-16	
D1	WELD 120			Cannot schedule 15-16	
D1	WELD 130			Cannot schedule 15-16	
D2	AGRI 100	Yes		Cannot schedule 15-16	
D2	AGRI 110	Yes		Cannot schedule 15-16	
D2	AGRI 134	Yes		Cannot schedule 15-16	
D2	AGRI 230	Yes		Cannot schedule 15-16	
D2	BIOL 100			Cannot schedule 15-16	
<del>D2</del>	<del>BIOL 101</del>	Yes	-	<del>Cannot schedule 15-16</del>	DONE
D2	BIOL 110	Yes		Cannot schedule 15-16	Submitted
<del>D2</del>	<del>BIOL 120</del>	Yes	-	<del>Cannot schedule 15-16</del>	DONE
D2	CHEM 101	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 102	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 110	Yes		Cannot schedule 15-16	Submitted
D2	CHEM 120	Yes		Cannot schedule 15-16	Submitted
<del>D2</del>	<del>GEOG 102L</del>	-	-	<del>Cannot schedule 15-16</del>	DONE
D2	GEOG 201			Cannot schedule 15-16	Submitted

D2	GEOG 205			Cannot schedule 15-16	Submitted
D2	MATH 125	Yes		Cannot schedule 15-16	
D2	MATH 130	Yes		Cannot schedule 15-16	
D2	MATH 140	Yes		Cannot schedule 15-16	Submitted
D2	MATH 150	Yes		Cannot schedule 15-16	Submitted
D2	MATH 160	Yes		Cannot schedule 15-16	Submitted
D2	MATH 230	Yes		Cannot schedule 15-16	Submitted
D3	CHIN 101	Yes		Cannot schedule 15-16	Submitted
D3	COMM 101	Yes		Cannot schedule 15-16	
D3	COMM 103	Yes		Cannot schedule 15-16	Submitted
D3	COMM 105	Yes		Cannot schedule 15-16	Submitted
D3	COMM 107	Yes		Cannot schedule 15-16	Submitted
D3	COMM 112	Yes		Cannot schedule 15-16	
D3	COMM 115	Yes		Cannot schedule 15-16	Submitted
D3	COMM 219	Yes		Cannot schedule 15-16	Submitted
D3	DFST 101L			Cannot schedule 15-16	Submitted
D3	DFST 204			Cannot schedule 15-16	Submitted
D3	DFST 205			Cannot schedule 15-16	Submitted
D3	ENGL 111	Yes		Cannot schedule 15-16	Submitted
D3	ENGL 112	Yes		Cannot schedule 15-16	Submitted
D3	ENGL 265	Yes		Cannot schedule 15-16	Submitted
D3	GER 201	Yes		Cannot schedule 15-16	Submitted
D3	JOUR 121	Yes		Cannot schedule 15-16	
D3	JOUR 123	Yes		Cannot schedule 15-16	
D4	AJ 201	Yes		Cannot schedule 15-16	
D4	AJ 206	Yes		Cannot schedule 15-16	Submitted
D4	AJ 800			Cannot schedule 15-16	
D4	AJ 810			Cannot schedule 15-16	
D4	ANTH 101L	Yes		Cannot schedule 15-16	
D4	CFE 106			Cannot schedule 15-16	
D4	CFE 111			Cannot schedule 15-16	
D4	CFE 114			Cannot schedule 15-16	
D4	CFE 120			Cannot schedule 15-16	Submitted
D4	CFE 168			Cannot schedule 15-16	Submitted
D4	CFE 169			Cannot schedule 15-16	Submitted
D4	CFE 212			Cannot schedule 15-16	
D4	ECON 101	Yes		Cannot schedule 15-16	
D4	ED 141			Cannot schedule 15-16	
D4	HIST 101	Yes		Cannot schedule 15-16	
D4	HIST 102	Yes		Cannot schedule 15-16	
D4	HIST 104	Yes		Cannot schedule 15-16	
D4	HIST 105	Yes		Cannot schedule 15-16	
D4	HIST 107	Yes	-	Cannot schedule 15-16	DONE
D4	HIST 108	Yes	-	Cannot schedule 15-16	DONE
D4	HIST 109	Yes		Cannot schedule 15-16	Submitted
D4	HIST 110	Yes		Cannot schedule 15-16	Submitted
D4	HIST 111	Yes		Cannot schedule 15-16	Submitted

D4	HIST 112	Yes		Cannot schedule 15-16	
D4	HIST 113	Yes		Cannot schedule 15-16	Submitted
D4	HIST 114	Yes		Cannot schedule 15-16	
D4	HIST 115	Yes		Cannot schedule 15-16	
D4	HIST 118	Yes		Cannot schedule 15-16	
D4	HIST 119	Yes		Cannot schedule 15-16	
D4	POLS 101	Yes		Cannot schedule 15-16	Submitted
D4	POLS 200	Yes		Cannot schedule 15-16	
D4	POLS 203	Yes		Cannot schedule 15-16	
D4	SOC 112	Yes		Cannot schedule 15-16	Submitted
D5	ART 100	Yes		Cannot schedule 15-16	
D5	ART 101	Yes		Cannot schedule 15-16	Submitted
D5	ART 102	Yes		Cannot schedule 15-16	
D5	ART 110	Yes		Cannot schedule 15-16	Submitted
D5	ART 140	Yes		Cannot schedule 15-16	Submitted
D5	ART 210	Yes		Cannot schedule 15-16	Submitted
D5	ATH 102			Cannot schedule 15-16	
D5	FTV 242			Cannot schedule 15-16	
D5	FTV 244			Cannot schedule 15-16	
D5	FTV 251			Cannot schedule 15-16	
D5	FTV 261		Never	Cannot schedule 15-16	
D5	HE 101	Yes		Cannot schedule 15-16	Submitted
D5	KIN 101	Yes		Cannot schedule 15-16	Submitted
D5	KIN 111	Yes		Cannot schedule 15-16	
D5	KIN 115	Yes		Cannot schedule 15-16	Submitted
D5	KIN 128	Yes		Cannot schedule 15-16	Submitted
D5	KIN 135	Yes		Cannot schedule 15-16	Submitted
D5	KIN 140	Yes		Cannot schedule 15-16	
D5	KIN 155	Yes		Cannot schedule 15-16	
D5	KIN 160	Yes		Cannot schedule 15-16	
D5	KIN 180	Yes		Cannot schedule 15-16	
D5	KIN 193	Yes		Cannot schedule 15-16	Submitted
D5	KIN 194	Yes		Cannot schedule 15-16	Submitted
D5	KIN 195	Yes		Cannot schedule 15-16	Submitted
D5	KIN 205	Yes		Cannot schedule 15-16	
D5	KIN 210	Yes		Cannot schedule 15-16	
D5	KIN 225	Yes		Cannot schedule 15-16	
D5	KIN 265	Yes		Cannot schedule 15-16	
D5	PHOT 250	Yes		Cannot schedule 15-16	
D5	THA 121	Yes		Cannot schedule 15-16	Submitted
S1	HD 198			Cannot schedule 15-16	Submitted
S1	HD 198A			Cannot schedule 15-16	Submitted
S1	HD 198C			Cannot schedule 15-16	Submitted
S1	HD 198O			Cannot schedule 15-16	Submitted

**7. DISCUSSION ITEMS – AGENDA ADDENDUM**  
**a. Credit for Advanced Placement (AP) Exams**

Dr. Lee Grishman indicated that there is a need for AVC faculty to review the exams given for AP credit in six areas: Studio Arts, Environmental Science, Italian, Japanese, Chinese and Human Geography. He passed out the six exam packets to the corresponding division representative and requested that they coordinate with the faculty in the area to be sure the review is conducted. Faculty simply need to review the packet and determine whether incoming AVC students should be allowed to receive credit for the successful completion of those exams. He asked the representative to report back to the AP&P committee so an action item can be added to a future agenda.

**b. In-class Reading and Writing Assignments**

Mrs. Melissa Jauregui announced that the Chancellor's Office recently returned two courses for revision requesting in-class reading and writing assignments be noted on the course outline of record. In past years this data had not been collected and therefore a space currently does not exist within CurricUNET to capture this data. Dr. Bonnie Suderman indicated that she spoke with Mr. Edward Knudson, AVC President, who indicated that the information will be requested during the COR review process from this point forward. When the course outline of record is due for revision, then the faculty can note the in-class reading and writing assignments at that time. Mrs. Linda Harmon indicated that the section could be listed in the Homework link of CurricUNET but a formal change to the system will be brought to AP&P first before the change is made. This will return to an AP&P agenda in the spring for approval so the section can be available to collect the data as of Fall 2015.

**8. ADJOURNMENT**

A motion was made and seconded to adjourn the 9/25/14 AP&P Committee meeting at 4:23 p.m. Mrs. Linda Harmon asked the members to log into CurricUNET and track the progress within the approval process for each course and program in their area to be sure they are moving along. If the courses or programs are sitting, be sure to contact the person who can move it forward. Motion carried

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