

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

TO: Jeffrie Ahmad Tom Hutchison LaDonna Trimble  
Richard Coffman Lisa Karlstein Les Uhazy  
De'Nean Coleman-Carew Scott Lee Denise Walker  
Karen Cowell Cynthia Littlefield Darcy Wiewall  
Tooraj Gordi Sharon Lowry TBD, ASO non-voting  
Lee Grishman Donna Meyer  
Linda Harmon Elaine Tsai

Technical Review Committee – Richard Coffman, Scott Lee, and Darcy Wiewall

FROM: Ms. Linda Harmon / Mrs. Sharon Lowry

DATE: September 25, 2012

SUBJECT: Agenda and Materials for Academic Policies and Procedures Committee Meeting  
**Thursday, September 27, 2012, BE 321 (Computer Lab), 3:00-5:30pm**

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**2012-2013**  
**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 14, 2012

**4. INFORMATIONAL ITEMS**

- a. 2012-13 AP&P Deadline – Courses and Programs need to be approved by 11/29/2012 for Fall 2013 inclusion
- b. CORs that need to be revised this academic year – List at the end of the agenda
- c. TMC Degrees that need to be developed and brought to AP&P – Sharon Lowry
- d. Program Revisions in CurricUNET – Contact Melissa prior to creating a program copy
- e. CurricUNET Workshops – COR and Program Development Assistance
- Attendees can claim a maximum of 3 hours of Standard 1 Flex credit
    - 1. Wednesday, October 3, 2012, 2:00-4:00p.m. – BE 321 (Linda Harmon)
    - 2. Wednesday, October 17, 2012, 2:00-4:00p.m. – BE 321 (Linda Harmon)
- f. UC Changes in COR and Textbook Requirements
- Changes our revision cycle to 4 years for UC transferrable courses
  - Discuss, Collect Comments, and Report to AP&P on November 8, 2012
- g. Proficiency Requirements upon Graduation 12-13 College Catalog, page 50, top of third column (Memos are attached)  
Discuss, Collect Comments, and Report to AP&P on November 8, 2012
- **Reading:** Eligibility for College Level Reading (AVC Assessment) or completion of READ 099 with a minimum grade of “P” (Pass), or completion of an Associate Degree or higher from a regionally accredited institution of higher education other than AVC.
  - **Mathematics:** Completion of MATH 102 or higher or CIS 121 with a satisfactory grade or placement by assessment into a math course higher than MATH 102.
  - **Writing:** Completion of ENGL 101 with a minimum grade of “C.” NOTE: Completion of ENGL 101 with a “P” (Pass) option does not satisfy this requirement.
- h. Course to meet both the major and general education requirements for local degrees
- Current Policy: 12-13 College Catalog, page 49, top of third column: No course may be counted as meeting both a GE requirement and a major requirement in any District degree.
  - Evaluate our degrees, discuss with discipline faculty in your divisions and report to AP&P on November 8, 2012
- i. Units changes to an existing course – page 25 of the handbook

5. **CONTINUING AP&P 11-12 AGENDA ITEMS**
  - a. Proficiency Requirements upon Graduation - Reading, Mathematics, and Writing Proficiency levels
  - b. Repeatability of courses – Creating families
  - c. Content Review and Course Validation Process for Prerequisites
  - d. Double counting for local degrees
  
6. **DISCUSSION ITEM**
  - a. PLOs being required prior to AP&P approval of a degree or certificate similar to SLOs and CORs
  
7. **REPORTS (limited to 5 min. each)**
  - a. Current Course Content Review Process within CurricUNET – Linda Harmon (**include process in CurricUNET**)
  - b. Current Course Validation Study Process with Research – Aaron Voelcker and/or Aeron Zentner
  
8. **ACTION ITEM**
  - a. AP 5075: Course Adds and Drops
  - b. AP 4260: Prerequisites, Co-requisites, Advisories, and Limitation on Enrollment
  - c. AP 5031: Instructional Materials Fees
  
9. **ACTION ITEM: CONSENT AGENDA – Non-Substantial Course Revisions**
  - a. AJ 104, Introduction to Corrections
  - b. AUTO 125, Automotive Chassis
  - c. AUTO 126, Automotive Brakes
  - d. AUTO 127, Automotive Suspension, Steering, and Alignment
  - e. AUTO 128, Automotive Power Trains
  - f. AUTO 130, Basic Automatic Transmissions and Transaxles
  - g. AUTO 150, Automotive Electrical Systems
  - h. AUTO 151, Automotive Chassis and Body Electrical Systems
  - i. AUTO 152, Automotive Ignition Systems
  - j. AUTO 153, Automotive Starting and Charging Systems
  - k. AUTO 175, Automotive Fuel, Emissions Systems, and California Clean Air Car Course
  - l. AUTO 176, Automotive Carburetor Fuel Systems
  - m. AUTO 177, Electronic Fuel Injection
  - n. AUTO 231, Automatic Transmissions (General Motors)
  - o. AUTO 232, Automatic Transmissions (Ford and Chrysler)
  - p. AUTO 277, Electronic Engine Controls-General Motors Systems
  - q. AUTO 278, Electronic Engine Controls-Ford/Chrysler Systems
  - r. BIOL 102, 102L, Human Biology
  - s. BIOL 104, Environmental Biology
  - t. CFE 150, Parenting: Infancy
  - u. CFE 151, Parenting: The Preschool Child
  - v. CFE 152, Parenting: The Elementary and Preadolescent Child
  - w. CFE 155, Single Parenting
  - x. CFE 156, Stepparenting and Blended Family
  - y. CFE 157, Parenting the Exceptional Child
  - z. DFST 204, Structure of American Sign Language
  - aa. DFST 205, Numbers, Fingerspelling and Classifiers
  - bb. DFST 206, Creative Signing
  - cc. ELTE 140, Microprocessor Systems I
  - dd. ELTE 220, Microprocessor Systems II
  - ee. ENGL 061, Grammar and Mechanics
  - ff. ERSC 101, Introduction to Earth Science
  - gg. FREN 201, Intermediate French I
  - hh. FTEC 215, Rescue Practices
  - ii. FTEC 222, Wildland Fire Control
  - jj. KIN 120, Advanced Football Techniques
  - kk. KIN 175, Advanced Weight Training for Athletes
  - ll. KIN 191, First Aid and Emergency Care
  - mm. KIN 220, Intercollegiate Football
  - nn. LATN 101, Elementary Latin 1
  - oo. LATN 102, Elementary Latin 2
  - pp. MUS 132, Keyboard Skills II
  - qq. MUS 251B, Advanced Music Theory

- rr. MUS 253A, Intermediate Musicianship
- ss. MUS 253B, Advanced Musicianship
- tt. MUS 255A, Beginning Keyboard Harmony
- uu. MUS 255B, Advanced Keyboard Harmony
- vv. MUSC 102, History of Jazz
- ww. MUSC 103, History of Rock 'n Roll
- xx. MUSC 104, The Music Industry
- yy. MUSC 107, History of Women in Rock Music
- zz. MUSC 112, Commercial Music Theory
- aaa. MUSC 113, Popular Song Writing
- bbb. MUSC 133, Studio Music Production I
- ccc. MUSC 133L, Studio Music Production Lab I
- ddd. MUSC 134, Studio Music Production II
- eee. MUSC 134L, Studio Music Production II Lab
- fff. MUSC 233, Studio Music Production III
- ggg. MUSC 233L, Studio Music Production III Lab
- hhh. MUSC 234, Studio Music Production IV
- iii. MUSC 234L, Studio Music Production IV Lab
- jjj. NF 103, Principles of Food Preparation

**10. ACTION ITEM: FIRST READING – Substantial Course Revision**

**Berkeley Price will arrive at 3:30p.m.**

- a. MUS 121, Voice Class 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Potential loss of General Education transferability if unit value is less than 2
- b. MUS 126, Classical Guitar 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Potential loss of General Education transferability if unit value is less than 2
- c. MUS 142, Musical Theatre Workshop 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Potential loss of General Education transferability if unit value is less than 2
- d. MUS 160, Symphonic Band 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Potential loss of General Education transferability if unit value is less than 2
  - Changed grading method to include pass/no pass option
  - **Reduction of class maximum from 90 to 50 students**
- e. MUS 165, Instrumental Ensemble – Guitar 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- f. MUS 166, Beginning Orchestra 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- g. MUS 167, Intermediate Orchestra 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Reduction of class maximum from 90 to 50 students
- h. MUS 170, Beginning Flute Choir 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- i. MUS 171, Intermediate Flute Choir 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- j. MUS 181, Master Chorale 3 hours lab weekly, 1 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class

- Changed grading method to include pass/no pass option
  - Reduction of class maximum from 120 to 70 students
- k. MUS 183, Master Chorale Sectional 1.5 hours lab weekly, .5 unit
- Changed grading method to include pass/no pass option
- l. MUS 185, Concert Choir 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
- m. MUS 191, Treble Choir-Children's Music 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- n. MUS 201, History of Music in Western Civilization I 3 hours lec weekly, 3 units
- Course not taught in the last 2 years, being renewed to keep in the catalog
- o. MUS 202, History of Music in Western Civilization II 3 hours lec weekly, 3 units
- Course not taught in the last 2 years, being renewed to keep in the catalog
- p. MUS 258, Composition 3 hours lec/lab weekly, 2 units
- Course not taught in the last 2 years, being renewed to keep in the catalog
- q. MUS 260, Concert Band 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Reduction of class maximum from 75 to 50 students
- r. MUS 266, Advanced Orchestra 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Reduction of class maximum from 75 to 50 students
- s. MUS 270, Advanced Flute Choir 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- t. MUS 291, Applied Music 1.5 hours lab weekly, .5 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Increase of class maximum from 5 to 25 students
- u. MUS 292, Applied Music Performance 1.5 hours lab weekly, .5 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
- v. MUSC 122, Stage Voice 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- w. MUSC 123, Stage Voice Workshop 27 hours lab total, .5 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- x. MUSC 124, Jazz Improvisation 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- y. MUSC 173, Beginning Jazz Ensemble 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- z. MUSC 273, Intermediate Jazz Ensemble 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- aa. MUSC 274, Advanced Jazz Ensemble 3 hours lab weekly, 1 unit
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- David Newby will arrive at 3:30p.m.**
- bb. MUS 153, Beginning Musicianship
- Adding Prerequisite: Completion of MUS 111 or the equivalent.
- Michael McCully will arrive at 3:30p.m.**

- cc. MUSC 141, Concert Attendance 3 hours lab total, 1 unit
  - Changed units and hours to be in line with repeatability however total hours does not equal 1 unit
  - Changed LHE earned to be in line with a laboratory class
- dd. MUSC 143, Live Sound Reinforcement 3 hours lab total, 1 unit
  - Changed units and hours to be in line with repeatability however total hours does not equal 1 unit
  - Changed LHE earned to be in line with a laboratory class
- ee. MUSC 175, Beginning Rock Band 3 hours lab total, 1 unit
  - Changed units and hours to be in line with repeatability however total hours does not equal 1 unit
  - Changed LHE earned to be in line with a laboratory class
- ff. MUSC 176, Beg Rock Band Workshop 27 hours lab total, .5 unit
  - Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class

**Richard Coffman**

- gg. GEOL 102, Historical Geology
  - Change to Advisory:  
Eligibility for College Level Reading, ENGL 099 and MATH 070  
Replaced with:  
Completion of or concurrent enrollment in GEOL 101, and Eligibility for College Level Reading, ENGL 101 and MATH 102.
  - Proficiency links still need to be completed for Writing and Mathematics.

**Jonet Leighton and Eugenie Trow will arrive at 3:30p.m.**

- hh. THA 125, Intermediate Acting Workshop 4 hours lec/lab weekly, 3 units
  - Removed repeatability
- ii. THA 130, Improvisation 4 hours lec/lab weekly, 3 units
  - Removed repeatability
  - Requesting AVC/GE Area C and IGETC Area 3A designation
- jj. THA 215, Acting for the Camera 4 hours lec/lab weekly, 3 units
  - Removed repeatability
  - UC designation was added to the course description however the course transferability still states CSU only and the General Education areas were not updated.
- kk. THA 218, Audition Techniques for the Actor 4 hours lec/lab weekly, 3 units
  - Removed repeatability
  - UC designation was added to the course description however the course transferability still states CSU only and the General Education areas were not updated.
- ll. THA 220, Fundamentals of Directing 4 hours lec/lab weekly, 3 units
  - Removed repeatability
- mm. THA 239, Intercultural and Women's Theatre 4 hours lec/lab weekly, 3 units
  - Changed class from Lecture to Lecture/Lab increasing the class hours from 3 to 4; units remain the same
  - Changed LHE from Lecture rate to Lecture/Lab rate
  - Requesting IGETC Area 3A designation

**David Babb will arrive 3:55**

- nn. ART 145, 2-D Design Basics
  - Title change from Design and Color Basics
  - Removed Corequisite of ART 145L

**Jeff Stephens will arrive 4:00p.m.**

- oo. RCP 103, 103CL, Concepts in Respiratory Care
  - Reduction of clinic class maximum from 24 to 6 students
- pp. RCP 105, 105CL, Fundamental of Clinical Respiratory Care
  - Reduction of clinic class maximum from 24 to 6 students
- qq. RCP 202, 202CL, Fundamentals of Intensive Respiratory Care
  - Reduction of clinic class maximum from 24 to 6 students
- rr. RCP 203, 203CL, Seminar and Practicum in Respiratory Care I
  - Reduction of clinic class maximum from 24 to 6 student
- ss. RCP 204, 204CL, Seminar and Practicum in Respiratory Care II
  - Reduction of clinic class maximum from 24 to 6 student

**Ron Chapman will arrive at 4:15p.m.**

- tt. SOC 105, The Mexican American in Contemporary Society
  - Add Prerequisite: Completion of SOC 101
- uu. SOC 110, Ethnic Relations
- vv. SOC 115, Marriage and Family Life
  - Add Prerequisite: Completion of SOC 101

ww.SOC 120, Drugs, Society and Human Behavior

- Change to Advisory:  
Eligibility for ENGL 099, and Completion of SOC 112  
Replaced with:  
Eligibility for ENGL 101.

**Freddy Aviles will arrive at 4:15p.m.**

xx. SOC 200, Research Methods for the Social Sciences

- Change title from Research Methods for the Social Science

**11. ACTION ITEM: New Course Development – First Reading**

**Michael Pesses will arrive at 4:15p.m.**

a. GEOL 102L, Historical Geology Laboratory

**Ann Volk will arrive at 4:10p.m.**

b. NF 103, Principles of Food Preparation

**12. ACTION ITEM – Course Deactivations**

- MUS 161, Instrumental Ensemble - Woodwinds
- MUS 162, Beginning Clarinet Choir
- MUS 163, Instrumental Ensemble - Brass
- MUS 164, String Ensemble
- MUS 168, Intermediate Clarinet Choir
- MUS 186, Gospel Choir
- MUS 189, Keyboard Ensemble
- MUS 262, Advanced Clarinet Choir
- MUS 268, Musical Theatre Orchestra
- PE 187, Yell and Song Leading
- PE 188, Pep Squad Leadership
- PE 189, Cheer Conditioning

**13. INFORMATIONAL ITEM – Course Deactivations**

a. SPAN 120A, Elementary Spanish for Teachers 1

**14. ADDITIONAL INFORMATION – SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P**

Area of Study	Template Attached	Articulation Agreements	CurricUNET Status
1. Administration of Justice/Criminal Justice	X	X	Submitted – Tech Review
2. Anthropology			Degree is not ready for us to adopt
3. Art History a. Template needs to be revised to exclude courses from List B that require more than 3 units.	X	X	Submitted – Awaiting Dean and Rep
4. Business Administration a. Enter the C-ID Designator for ECON -ECON 101 is ECON 202 -ECON 102 is ECON 210 (per Political Science Template)	X	NEEDED	Submitted
5. Computer Science			
6. Early Childhood Education	NEEDED		Submitted
7. Elementary Teacher Education			
8. English			
9. Geography	NEEDED		Submitted
10. Geology	NEEDED		Submitted – Awaiting Dean and Rep
11. History	NEEDED		Submitted – Awaiting Dean and Rep
12. Journalism			
13. Kinesiology a. Template needs to be revised	X	NEEDED	Submitted – Awaiting Faculty
14. Music	X		Process Started in CurricUNET
15. Physics	X	NA	Submitted – Awaiting Dean and Rep
16. Political Science	X	X	Submitted
17. Psychology	X	NEEDED	Submitted – Awaiting Div Fac
18. Sociology			Submitted – Awaiting Div Fac

19. Studio Arts a. Units may be too high on our courses b. Template needs to be revised	X	NEEDED	Submitted – Awaiting Faculty
20. Theatre Arts a. Units may be too high on our courses	X	NEEDED	Submitted – Awaiting Faculty

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

- 21. Communication Studies
- 22. Mathematics

**15. 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
<b>Business, Computer Studies and Economic Development</b>			
CA 107, Micro Hardware/Software Support		Cannot schedule 13-14	Submitted – Dean
CIS 157, Introduction to LINUX		Cannot schedule 13-14	Submitted – Dean
CIS 173, Intro to C++ Programming		Cannot schedule 13-14	Submitted – Dean
RE 101, Real Estate Principles		Cannot schedule 13-14	Submitted
RE 105, Real Estate Practices		Cannot schedule 13-14	Submitted
RE 111, Real Estate Finance		Cannot schedule 13-14	Submitted
RE 121, Legal Aspects of Real Estate		Cannot schedule 13-14	Submitted
RE 131, Real Estate Appraisal		Cannot schedule 13-14	Submitted
RE 141, Escrow Principles		Cannot schedule 13-14	Submitted
RE 161, Property Management		Cannot schedule 13-14	Submitted
<b>Counseling/Student Services</b>			
EOPS 060, Enrichment Class		Cannot schedule 13-14	Submitted – Awaiting Dean
<b>Health Sciences</b>			
CFE 150, Parenting: Infancy		Cannot schedule 13-14	Submitted – Agenda
CFE 151, Parenting: Preschool Child		Cannot schedule 13-14	Submitted – Dean & AP&P Rep
CFE 152, Parenting: Elem Preadolescent		Cannot schedule 13-14	Submitted – Agenda
CFE 155, Single Parenting		Cannot schedule 13-14	Submitted – Agenda
CFE 156, Step-parenting Blended Family		Cannot schedule 13-14	Submitted – Agenda
CFE 157, Parenting Exceptional Child		Cannot schedule 13-14	Submitted – Agenda
NF 110, Sports Nutrition		Cannot schedule 13-14	Submitted – Dean & AP&P Rep
<b>Instructional Resources/Extended Services</b>			
LIB 101, Intro to Library Research		Cannot schedule 13-14	Submitted
LIB 105, Libraries and Information		Cannot schedule 13-14	
<b>Language Arts</b>			
CHIN 101, Elementary Chinese I		Cannot schedule 13-14	Submitted
CHIN 102, Elementary Chinese 2		Cannot schedule 13-14	Submitted
COMM 217, Gender and Communication		Cannot schedule 13-14	Submitted – Faculty
DFST 101L, ASL I Skill Building Lab		Cannot schedule 13-14	Submitted
DFST 204, Struct of American Sign Lang		Cannot schedule 13-14	Submitted
DFST 205, Numbers, Fingerspelling, Classifiers		Cannot schedule 13-14	Submitted
DFST 206, Creative Signing		Cannot schedule 13-14	Submitted
ENGL 061, Grammar and Mechanics		Cannot schedule 13-14	Submitted
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	Submitted
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	<i>Submitted</i>
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	Submitted
FREN 102, Elementary French 2		Cannot schedule 13-14	
FREN 201, Intermediate French 1		Cannot schedule 13-14	Submitted
FREN 202, Intermediate French 2		Cannot schedule 13-14	<i>Submitted</i>
FREN 203, Advanced French		Cannot schedule 13-14	<i>Submitted</i>
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	<i>Submitted</i>
LATN 101, Elementary Latin 1		Cannot schedule 13-14	Submitted
LATN 102, Elementary Latin 2		Cannot schedule 13-14	Submitted
LATN 201, Intermediate Latin		Cannot schedule 13-14	<i>Submitted</i>
SPAN 102HL, Elementary Spanish for Heritage Learners II		Cannot schedule 13-14	Submitted
<b>Mathematics &amp; Engineering</b>			
DRFT 250, Introduction 3-D Cad Drafting		Cannot schedule 13-14	
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	
<b>Science</b>			
ASTR 101L, Astronomy Laboratory		Cannot schedule 13-14	<i>Submitted</i>
BIOL 102, Human Biology		Cannot schedule 13-14	Submitted – <i>Agenda</i>
CHEM 212, Organic Chemistry Support Laboratory		Cannot schedule 13-14	
ERSC 101 Introduction to Earth Sciences		Cannot schedule 13-14	<i>Submitted</i>
GEOG 102L, Phys Geog Lab: Earth's Weather & Climate		Cannot schedule 13-14	<i>Submitted</i>
GEOG 102, Phys Geog: Earth's Weather & Climate		Cannot schedule 13-14	<i>Submitted</i>
GEOG 298A, Special Studies in GIS		Cannot schedule 13-14	Submitted– <i>Awaiting Faculty</i>
GEOG 298B, Special Studies in GIS		Cannot schedule 13-14	Submitted– <i>Awaiting Faculty</i>
GEOG 298C, Special Studies in GIS		Cannot schedule 13-14	Submitted– <i>Awaiting Faculty</i>
GEOL 102, Historical Geology		Cannot schedule 13-14	Submitted – <i>Agenda</i>
<b>Kinesiology, Athletics and Dance</b>			
KIN 110, Advanced Baseball Techniques		Cannot schedule 13-14	
KIN 120, Advanced Football Techniques		Cannot schedule 13-14	Submitted – <i>Agenda</i>
KIN 175, Adv Weight Training for Ath		Cannot schedule 13-14	Submitted – <i>Agenda</i>
KIN 187, Yell/Song Leading, Sum or Fall		Cannot schedule 13-14	Course Deactivation
KIN 188, Pep Squad Leadership		Cannot schedule 13-14	Course Deactivation
KIN 189, Cheer Conditioning		Cannot schedule 13-14	Course Deactivation
KIN 191, First Aid&Emergency Care		Cannot schedule 13-14	Submitted – <i>Agenda</i>
KIN 200, Intercollegiate Baseball		Cannot schedule 13-14	



KIN 220, Intercollegiate Football		Cannot schedule 13-14	Submitted – <i>Agenda</i>
KIN 230, Intercollegiate Women's Soccer		Cannot schedule 13-14	<i>Submitted</i>
<b>Social and Behavioral Sciences</b>			
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	<i>Submitted</i>
ANTH 112, Native North Americans		Cannot schedule 13-14	
ANTH 130, Field Archaeology in Latin America		Cannot schedule 13-14	<i>Submitted</i>
ANTH 140, Intro to Archaeology		Cannot schedule 13-14	
SOC 105, Mexican Amer Contemp Society		Cannot schedule 13-14	Submitted – <i>Agenda</i>
SOC 111, Issues Concepts in Aging		Cannot schedule 13-14	<i>Submitted</i>
SOC 115, Marriage and Family Life		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac, AP&amp;P Rep &amp; Dean</i>
SOC 120, Drugs Society Human Behavior		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac &amp; AP&amp;P Rep</i>
<b>Technical Education</b>			
AUTO 125, Automotive Chassis		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 126, Automotive Brakes		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 127, Auto Suspension, Steering, Align		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 128, Automotive Power Trains		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 130, Basic Auto Trans/Transaxles		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 150, Auto Electrical Systems		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 151, Auto Chassis/Body Elect System		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 152, Automotive Ignition Systems		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 153, Auto Starting/Charging Systems		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 175, Auto Fuel, Emissions, CA Cln Air		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 176, Auto Carburetor Fuel Systems		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 177, Electronic Fuel Injection		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 198H, Adv. Emissions Diagnostics Trng Seminar		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
AUTO 198, Automotive Seminars		Cannot schedule 13-14	
AUTO 231, General Motors Auto Trans		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 232, Ford/Chrysler Auto Trans		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 277, Elect Eng Controls-GM Systems		Cannot schedule 13-14	Submitted – <i>Agenda</i>
AUTO 278, Elect Eng Controls-Ford/Chrys		Cannot schedule 13-14	Submitted – <i>Agenda</i>
FTEC 215, Rescue Practices		Cannot schedule 13-14	Submitted – <i>Agenda</i>
FTEC 222, Wildland Fire Control		Cannot schedule 13-14	Submitted – <i>Agenda</i>
<b>Visual and Performing Arts</b>			
ART 145L, Design and Color Lab		Cannot schedule 13-14	
ART 145, Design and Color		Cannot schedule 13-14	<i>Submitted</i>
ART 160, Painting/Drawing Techniques		Cannot schedule 13-14	
ART 219, Intermediate Illustration		Cannot schedule 13-14	
FTV 101, Introduction to Film		Cannot schedule 13-14	<i>Submitted</i>
FTV 103, Intro to Television		Cannot schedule 13-14	<i>Submitted</i>
FTV 107, History of Film, Pre 1950		Cannot schedule 13-14	<i>Submitted</i>
FTV 108, History of Film, 1950-Present		Cannot schedule 13-14	<i>Submitted</i>
FTV 121, Introduction to Digital Filmmaking		Cannot schedule 13-14	<i>Submitted</i>
FTV 134, Intro to Screenwriting		Cannot schedule 13-14	<i>Submitted</i>
FTV 155, Film Festival Analysis		Cannot schedule 13-14	<i>Submitted</i>
FTV 201, Intercultural & Women's Film		Cannot schedule 13-14	<i>Submitted</i>
FTV 203, African-American Cinema		Cannot schedule 13-14	<i>Submitted</i>
FTV 215, Directing for Film & Video		Cannot schedule 13-14	<i>Submitted</i>
FTV 220, Advanced Screenwriting		Cannot schedule 13-14	<i>Submitted</i>

FTV 230, Digital Cinematography		Cannot schedule 13-14	<i>Submitted</i>
FTV 242, Writing and Pre-Production of the Short Film		Cannot schedule 13-14	<i>Submitted</i>
FTV 244, Production & Post-Production of the Short Film		Cannot schedule 13-14	<i>Submitted</i>
FTV 251, Contemporary American Independent Film		Cannot schedule 13-14	<i>Submitted</i>
FTV 261, Religion and Cinema		Cannot schedule 13-14	<i>Submitted</i>
MUS 121, Voice Class		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 132, Keyboard Skills II		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 142, Musical Theatre Workshop		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 153, Beginning Musicianship		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 164, String Ensemble		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
MUS 165, Instrumental Ensemble - Guitar		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 166, Beginning Orchestra		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 167, Intermediate Orchestra		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 181, Master Chorale		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 183, Master Chorale Sectional		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 185, Concert Choir		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 186, Gospel Choir		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
MUS 189, Keyboard Ensemble		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
MUS 191, Treble Choir-Children's Music		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 253A, Intermediate Musicianship		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 253B, Advanced Musicianship		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 258, Composition		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 266, Advanced Orchestra		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 268, Musical Theatre Orchestra		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
MUSC 102, History of Jazz		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 103, History of Rock 'n Roll		Cannot schedule 13-14	<i>Submitted</i>
MUSC 104, The Music Industry		Cannot schedule 13-14	<i>Submitted</i>
MUSC 107, History of Women in Rock Music		Cannot schedule 13-14	<i>Submitted</i>
MUSC 112, Commercial Music Theory		Cannot schedule 13-14	<i>Submitted</i>
MUSC 113, Writing Music for Songs		Cannot schedule 13-14	<i>Submitted</i>
MUSC 122, Stage Voice		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 123, Stage Voice Workshop		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 124, Jazz Improvisation		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 133L, Studio Music Production I Lab		Cannot schedule 13-14	<i>Submitted</i>
MUSC 133, Studio Music Production I		Cannot schedule 13-14	<i>Submitted</i>
MUSC 134L, Studio Music Production II Lab		Cannot schedule 13-14	<i>Submitted</i>
MUSC 134, Studio Music Production II		Cannot schedule 13-14	<i>Submitted</i>
MUSC 141, Concert Attendance		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 143, Live Sound Reinforcement		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 173, Beginning Jazz Ensemble		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 175, Beginning Rock Band		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 176, Beginning Rock Band Workshop		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUSC 222, Popular Vocal Performance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 223, Popular Instrumental Performance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 224, Jazz Improvisation Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 225, Commercial Music Ensemble		Cannot schedule 13-14	
MUSC 233L, Studio Music Production III Lab		Cannot schedule 13-14	<i>Submitted</i>

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

## 16. 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 Ms. Maria Clinton, 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 13, 2012  
LOCATION: BE 321 – Computer Room  
TIME: 3:06 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Tom Hutchison	Elaine Tsai	Lee Grishman, Articulation
Richard Coffman	Lisa Karlstein	LaDonna Trimble	
De'Nean Coleman-Carew	Scott Lee	Les Uhazy	
Karen Cowell	Cynthia Littlefield	Denise Walker	
Tooraj Gordi	Sharon Lowry	Darcy Wiewall	
Linda Harmon	Donna Meyer		
GUESTS PRESENT			
Magdalena Caproiu	Eugenie Trow		
Jonet Leighton	Gary Roggenstien		

**2012-2013**  
**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 13, 2012 AP&P Committee Meeting to order at 3:06 p.m. Mrs. Linda Harmon, AP&P Faculty Co-Chair, called the meeting to order at 3:06 p.m. Motion carried.

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

*Mrs. Linda Harmon requested a motion to amend the agenda to add items 7z-jj. A motion was made and seconded to add items 7z-jj. Motion carried.*

**3. APPROVAL OF MINUTES**

**a. August 23, 2012**

A motion was made and seconded to approve item 3a. August 23, 2012 meeting minutes. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. 2012-13 AP&P Deadline – Courses and Programs need to be approved by 11/29/2012 in order to be included in the 2013/14 College Catalog and Fall 2013 class schedule**

Mrs. Linda Harmon requested the representatives to encourage their faculty to enter their courses into CurricUNET since the deadline is fast approaching.

**b. CORs that need to be revised this academic year – List at the end of the agenda**

Mrs. Linda Harmon stated that we have over 120 courses already entered into CurricUNET moving through the approval process. She asked the representatives to encourage faculty to attend a CurricUNET training if they need assistance bringing their courses forward.

**c. TMC Degrees that need to be developed and brought to AP&P – List at the end of the agenda**

Mrs. Linda Harmon stated that 14 degrees are currently in the process. She requested the representatives to encourage faculty to adopt the degrees and enter them into CurricUNET.

**d. CurricUNET Workshops – COR and Program Development Assistance**

- Attendees can claim a maximum of 3 hours of Standard 1 Flex credit
  1. Friday, September 14, 2012, 9:00-12:00p.m. – BE 321 (Darcy Wiewall)
  2. Wednesday, September 19, 2012, 1:00-4:00p.m. – BE 321 (Scott Lee)
  3. Thursday, September 20, 2012, 1:30-4:00p.m. – BE 321 (Richard Coffman)
  4. Tuesday, September 25, 2012, 2:00-4:00p.m. – BE 321 (Linda Harmon)
  5. Wednesday, October 3, 2012, 2:00-4:00p.m. – BE 321 (Linda Harmon)
  6. Wednesday, October 17, 2012, 2:00-4:00p.m. – BE 321 (Linda Harmon)

Mrs. Linda Harmon stated that the CurricUNET trainings have been very successful. In today's training over six courses should be submitted in Chinese, Film and Television, and Spanish. She requested that the representatives encourage faculty to attend the trainings if they need assistance.

**5. CONTINUING AP&P 11-12 AGENDA ITEMS**

- a. Proficiency Requirements upon Graduation - Reading, Mathematics, and Writing Proficiency levels**
- b. Repeatability of courses**
- c. Content Review and Course Validation Process for Prerequisites**
- d. Double counting for local degrees**
- e. AP 5075 Course Adds and Drops**

Mrs. Linda Harmon reminded the representatives that these items are carrying over from last academic year and indicated that these items will be discussed in the near future.

**6. REPORTS (limited to 5 min. each)**

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

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

Mrs. Linda Harmon requested that each division report any response from their area. Two divisions, Social and Behavioral Sciences and Visual and Performing Arts, indicated their divisions have not yet met, while all other division representatives indicated that they have reported but no comments were made. Mrs. Linda Harmon stated a majority on this item has been reached so it will be sent forward to the College Coordinating Council.

**b. AP 4260: Prerequisites, Co-requisites, Advisories, and Limitation on Enrollment**

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

Mrs. Linda Harmon requested that each division report any response from their area. Two divisions, Social and Behavioral Sciences and Visual and Performing Arts, indicated their divisions have not yet met, while Language Arts faculty requested the word "solely" be removed, Science had a response the will be forwarded to Linda and Melissa, and all other division representatives indicated that they have reported but no comments were made. Mrs. Linda Harmon stated a majority on this item has been reached so it will be sent forward to the College Coordinating Council.

**c. AP 5031: Instructional Materials Fees**

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

Mrs. Linda Harmon requested that each division report any response from their area. Two divisions, Social and Behavioral Sciences and Visual and Performing Arts, indicated their divisions have not yet met, while Language Arts faculty felt that the "varying periods of time" should be specific to an actual time period. Mrs. Lowry stated that if this language is mandated by law, we may not have the right to change the language. Dr. Scott Lee along with several representatives wondered why we are reviewing a document that we are not allowed to change. Dr. De'Neen Coleman-Carew requested that the committee know when we are simply inform faculty of the change rather than requesting them to reword the language. All other division representatives indicated that they have reported but no comments were made. Mrs. Linda Harmon stated a majority on this item has been reached so it will be sent forward to the College Coordinating Council.

**d. UC Changes in COR and Text Requirements – Dr. Lee Grishman**

- CORs must be no older than 5 years to retain transferability

- Texts must not be older than 7 years from the date of publication. Exceptions: Courses such as Computer Science and other technical disciplines which require updated texts for currency must be within 5 years of publication to retain transferability.

Dr. Grishman reiterated the requirements listed above and indicated when a course is approved as CSU or IGETC general education course we need to now follow these revision guidelines. A brief discussion took place regarding the current Title 5 revision requirements which is a six year cycle and this new requirement would change our cycle to every four years. Mrs. Lowry indicated this change is substantial and may require us to have some conversations at the division level. She asked the representatives to take this information back to their division so this item can return to the agenda on November 8, 2012 as a report item. Dr. Darcy Wiewall requested clarity on what she should discuss with her division since this seems to be a mandatory change to our revision cycle. Mrs. Sharon Lowry indicated that dialogue needs to occur at the division level and brought back to this committee so the change is not a surprise to the faculty.

## 7. Non-Substantial Course Revisions – Consent Agenda

- a. **AJ 101, Introduction to Administration of Justice**
- b. **AJ 103, Criminal Evidence**
- c. **AJ 203, Narcotics Control**
- d. **AJ 204, Juvenile Procedures**
- e. **AJ 207, Probation and Parole**
- f. **AUTO 113, Advanced Engine Rebuilding (Advanced)**
- g. **CA 111, Word Processing – Microsoft Word**
- h. **ELTE 105, Introduction to Robotics**
- i. **GEOG 221, Spatial Analysis in Geographic Information Systems (GIS)**
- j. **CCA – KIN 103, Aerobic Conditioning**
- k. **CCA – KIN 145, Advanced Women's Fast-Pitch Softball Techniques**
- l. **CCA – KIN 150, Beginning Swimming**
- m. **CCA – KIN 151, Intermediate Swimming**
- n. **CCA – KIN 152, Fitness Swimming**
- o. **CCA – KIN 157, Advanced Volleyball**
- p. **CCA – KIN 165, Advanced Track Techniques**
- q. **CCA – KIN 170, Beginning Weight Lifting**
- r. **CCA – KIN 173, Intermediate Weight Lifting**
- s. **KIN 215, Intercollegiate Cross Country**
- t. **KIN 240, Intercollegiate Women's Softball**
- u. **KIN 255, Intercollegiate Track**
- v. **MGT 201, Small Business Management**
- w. **CCA – POLS 103, Comparative Government**
- x. **CCA – POLS 202, Ethnic Politics in America**
- y. **CCA – PSY 236, Developmental Psychology**
- z. **CCA – ART 103, History of Non-Western Art**
- aa. **CCA – ART 104, History of Modern and Contemporary Art in the 20th Century**
- bb. **ART 230, Human Figure Painting**
- cc. **CCA – MUS 101, Music Appreciation**
- dd. **CCA – MUS 105, World Music**
- ee. **CCA – MUS 111, Fundamentals of Music**
- ff. **CCA – MUS 131, Keyboard Skills I**
- gg. **CCA – MUS 151, Beginning Music Theory**
- hh. **CCA – MUS 231, Keyboard Skills III**
- ii. **CCA – MUS 232, Keyboard Skills IV**
- jj. **CCA – MUS 251A, Intermediate Music Theory**

Mrs. Linda Harmon requested a motion to approve items 7a-jj Consent Items for Non-Substantial course revisions. A motion was made and seconded to approve items 7a-jj. Motion carried. A second motion was made and seconded to approve the course content for items 7j-r, 7w-aa, and 7cc-jj. Motion carried.

## 8. Substantial Course Revision – First Reading

**Andrea Sanders will arrive at 3:45p.m.**

- a. **CFE 113, Inclusive Early Childhood Education** **3 hours lecture, 3 units**
  - Course not taught in the last two years/updates made to keep it current
  - Updated Textbook

A motion was made and seconded to approve the course revisions made to PSY 211, Intro Chicano Psychology. Ms. Cathy Overdorf was present as the faculty proxy to discuss the reason the course has not

been offered. She indicated the course will be part of the TMC once approved. Mrs. Linda Harmon stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

**Lance Hodge will arrive at 3:45p.m.**

- b. EMT 101, Emergency Medical Technician (EMT) 4 hours lec/4.5 hours lab wk, 5.5 units**
- Added Limitation on Enrollment
  - Substantial revision to course description

A motion was made and seconded to approve the course revisions made to PSY 211, Intro Chicano Psychology. Ms. Denise Walker was present as the faculty proxy to discuss the revisions made to the course, which were to the lab hours. Mrs. Linda Harmon stated that there does not seem to be any changes to the hours in CurricUNET. Ms. Walker stated that she would discuss this with the instructor and report back to the committee. Motion failed.

**Richard Coffman**

- c. CCA – GEOL 101L, Physical Geology Lab 3 hours lec weekly, 1 units**
- A motion was made and seconded to approve the course revisions made to PSY 211, Intro Chicano Psychology. Dr. Richard Coffman was present to discuss the revisions made to the course. Mrs. Linda Harmon stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

**Magdalena Caproiu will arrive at 3:15p.m.**

- d. MATH 099, Individualized Self-Study Mathematics 4 hours lec weekly, 1-32 units**
- Updated description as requested by AP&P to be in alignment with the A and B option for MATH
- A motion was made and seconded to approve the course revisions made to MATH 099, Individualized Self-Study Mathematics. Dr. Magdalena Caproiu was present to discuss the changes made to the course. Mrs. Melissa Jauregui stated that a comment was noted in CurricUNET indicating that the objectives should be linked to the methods of evaluations. Motion carried pending revisions.

**Berkeley Price will arrive at 4:00p.m.**

- e. CCA – MUS 121, Voice Class 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Potential loss of General Education transferability if unit value is less than 2
- f. CCA – MUS 126, Classical Guitar 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Potential loss of General Education transferability if unit value is less than 2
- g. MUS 165, Instrumental Ensemble – Guitar 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- h. MUS 167, Intermediate Orchestra 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Reduction of class maximum from 90 to 50 students
- i. MUS 170, Beginning Flute Choir 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- j. MUS 171, Intermediate Flute Choir 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
- k. MUS 181, Master Chorale 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability
  - Changed LHE earned to be in line with a laboratory class
  - Changed grading method to include pass/no pass option
  - Reduction of class maximum from 120 to 70 students
- l. MUS 183, Master Chorale Sectional 1.5 hours lab weekly, .5 unit**
- Changed grading method to include pass/no pass option
- m. MUS 191, Treble Choir-Children's Music 3 hours lab weekly, 1 unit**
- Changed units and hours to be in line with repeatability

- Changed LHE earned to be in line with a laboratory class
- n. **CCA – MUS 201, History of Music in Western Civilization I**      **3 hours lec weekly, 3 units**
  - Course not taught in the last 2 years, being renewed to keep in the catalog
- o. **CCA – MUS 202, History of Music in Western Civilization II**      **3 hours lec weekly, 3 units**
  - Course not taught in the last 2 years, being renewed to keep in the catalog

**Michael McCully will arrive at 4:15p.m.**

- p. **CCA – MUSC 141, Concert Attendance**      **3 hours lab total, 1 unit**
  - Changed units and hours to be in line with repeatability however total hours does not equal 1 unit
  - Changed LHE earned to be in line with a laboratory class

A motion was made and seconded to table items 8e-p since the instructor is not present to discuss the revisions. Motion carried.

**Eugenie Trow will arrive at 4:15p.m.**

- q. **CCA – THA 101, Introduction to Theatre**      **3 hours lec weekly, 3 units**
  - Title change from Theatre Appreciation

A motion was made and seconded to approve the course revisions made to PSY 211, Intro Chicano Psychology. Ms. Eugenie Trow and Ms. Jonet Leighton were present to discuss the revisions made to the course, which were to align the title to the C-id descriptor for the TMC degree. Mrs. Linda Harmon stated that a comment was noted in CurricUNET indicating that the course content seemed limited. Ms. Eugenie Trow stated that the content is in line with several other courses at the four year level. Motion carried without revision.

#### 9. Instructional Material Fee

- a. **KIN 197, Lifeguard Training**  
Increase to **\$35.00** from **\$3.00**
- b. **VN 110, Self-Care: Fundamentals and Pharmacology**  
Increase to **\$26.00** from **\$24.00**
- c. **VN 111, Nursing to Promote Self-Care Agency in the Child-Bearing Family and Pediatric Patient**  
Increase to **\$26.00** from **\$24.00**
- d. **VN 113, Nursing Leadership to Promote Self-Care Agency in the Adult**  
Increase to **\$45.00** from **\$41.00**

A motion was made and seconded to approve the requested increase to the instructional material fees for items 9a-d. Mrs. Linda Harmon stated that no comments were noted in CurricUNET indicating that revisions were necessary. Motion carried.

#### 10. INFORMATIONAL ITEM – Course Deactivations: First Reading

- a. **MUS 161, Instrumental Ensemble - Woodwinds**
- b. **MUS 162, Beginning Clarinet Choir**
- c. **MUS 163, Instrumental Ensemble - Brass**
- d. **MUS 164, String Ensemble**
- e. **MUS 168, Intermediate Clarinet Choir**
- f. **MUS 186, Gospel Choir**
- g. **MUS 189, Keyboard Ensemble**
- h. **MUS 262, Advanced Clarinet Choir**
- i. **MUS 268, Musical Theatre Orchestra**
- j. **PE 187, Yell and Song Leading**
- k. **PE 188, Pep Squad Leadership**
- l. **PE 189, Cheer Conditioning**

Mrs. Linda Harmon stated that this is an informational item for Dr. Lee Grishman to investigate the impact of this requested change and for faculty to be sure this does not adversely affect any degree programs. It will return to the agenda as an action item at our next meeting.

#### 11. ADDITIONAL INFORMATION – SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P

Area of Study	CurricUNET Status
1. Administration of Justice/Criminal Justice	<i>Submitted – Articulation &amp; Rep</i>
2. Anthropology	
3. Art History	<i>Submitted – Awaiting Dean and Rep</i>
4. Business Administration	<i>Ready to be submitted</i>
5. Computer Science	
6. Early Childhood Education	<i>Ready to be submitted</i>
7. Elementary Teacher Education	



8. English	
9. Geography	<i>Submitted</i>
10. Geology	<i>Submitted – Awaiting Dean and Rep</i>
11. History	<i>Submitted – Awaiting Dean and Rep</i>
12. Journalism	
13. Kinesiology	<i>Submitted – Awaiting Faculty</i>
14. Music	
15. Physics	<i>Submitted – Awaiting Dean and Rep</i>
16. Political Science	<i>Submitted</i>
17. Psychology	<i>Submitted – Awaiting Div Fac</i>
18. Sociology	<i>Submitted – Awaiting Div Fac</i>
19. Studio Arts	<i>Submitted – Awaiting Faculty</i>
20. Theatre Arts	<i>Submitted – Awaiting Faculty</i>

Mrs. Linda Harmon requested an update on each of the above degrees.

- Dr. Darcy Wiewall stated that the Anthropology degree was recently approved however the template is not yet available. Once it becomes available she will be adopting the degree.
- Donna Meyer stated that she is not aware of any news for the adaptation of the Computer Science TMC degree. She will speak with the faculty and request an update.
- Dr. Darcy Wiewall stated that she will work with her dean to get an update on the Elementary Teacher Education TMC degree.
- Ms. Jeffrie Ahmad stated that Mr. Mark Hoffer has been working on this degree and is almost ready to enter it into CurricUNET.
- Mrs. Linda Harmon stated that we do not have enough course work in Journalism nor do we have faculty in this area that would develop the necessary courses in order for us to adopt the degree.
- Ms. Lisa Karlstein stated that she would consult with the faculty in the music area and report back to the committee. She also requested clarification on the Studio Arts degree and its current status. Mrs. Melissa Jauregui stated that the instructors need to pull down the assist documents and linked within CurricUNET for each course listed without a C-id descriptor or where requested in the template.
- Ms. Cindy Littlefield asked if an assist document needs to be attached in CurricUNET for each movement course listed on her degree. Dr. Grishman stated that if the course is listed on the template then an assist document needs to be attached. The discipline faculty could pick and choose which courses to list on the TMC, which would benefit the students in this major if the faculty lists as many courses as possible. Mrs. Sharon Lowry stated that she would recommend the faculty narrow the scope of the degree by only linking those courses that would fulfill the major. Mrs. Melissa Jauregui stated that the TMC template states that if the course is listed in that section, an assist document needs to be on file for approval. Mrs. Lowry also stated that the aquatics courses should not be listed because the college may shut down the pool. Cindy Littlefield stated that if we have the courses then they need to be attached to the program.

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

- 21. Communication Studies
- 22. Mathematics

**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
<b>Business, Computer Studies and Economic Development</b>			
CA 107, Micro Hardware/Software Support		Cannot schedule 13-14	<i>Submitted – Dean</i>
CA 111, Word Processing-Microsoft Word		Cannot schedule 13-14	<i>Submitted – Agenda</i>
CIS 157, Introduction to LINUX		Cannot schedule 13-14	<i>Submitted – Dean</i>
CIS 173, Intro to C++ Programming		Cannot schedule 13-14	<i>Submitted – Dean</i>
MGT 201, Small Business Management		Cannot schedule 13-14	<i>Submitted – Agenda</i>
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	

<b>Counseling/Student Services</b>			
EOPS 060, Enrichment Class		Cannot schedule 13-14	Submitted – <i>Awaiting Dean</i>
<b>Health Sciences</b>			
CFE 150, Parenting: Infancy		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
CFE 151, Parenting: Preschool Child		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
CFE 152, Parenting: Elem Preadolescent		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
CFE 155, Single Parenting		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
CFE 156, Step-parenting Blended Family		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
CFE 157, Parenting Exceptional Child		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
NF 110, Sports Nutrition		Cannot schedule 13-14	<i>Submitted – Dean &amp; AP&amp;P Rep</i>
<b>Instructional Resources/Extended Services</b>			
LIB 101, Intro to Library Research		Cannot schedule 13-14	<i>Submitted</i>
LIB 105, Libraries and Information		Cannot schedule 13-14	
<b>Language Arts</b>			
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	<i>Submitted – Dean</i>
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	Submitted
FREN 102, Elementary French 2		Cannot schedule 13-14	
FREN 201, Intermediate French 1		Cannot schedule 13-14	Submitted
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	<i>Submitted</i>
LATN 101, Elementary Latin 1		Cannot schedule 13-14	Submitted

LATN 102, Elementary Latin 2		Cannot schedule 13-14	Submitted
LATN 201, Intermediate Latin		Cannot schedule 13-14	
SPAN 102HL, Elementary Spanish for Heritage Learners II		Cannot schedule 13-14	Submitted
<b>Mathematics &amp; Engineering</b>			
DRFT 250, Introduction 3-D Cad Drafting		Cannot schedule 13-14	
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	
<b>Science</b>			
ASTR 101L, Astronomy Laboratory		Cannot schedule 13-14	Submitted
BIOL 102, Human Biology		Cannot schedule 13-14	Submitted
CHEM 212, Organic Chemistry Support Laboratory		Cannot schedule 13-14	
ERSC 101 Introduction to Earth Sciences		Cannot schedule 13-14	Submitted
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 – Agenda
GEOG 298A, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty Revision
GEOG 298B, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty Revision
GEOG 298C, Special Studies in GIS		Cannot schedule 13-14	Submitted– Awaiting Faculty Revision
GEOL 102, Historical Geology		Cannot schedule 13-14	Submitted – Tech Review
<b>Kinesiology, Athletics and Dance</b>			
KIN 103, Aerobic Conditioning		Cannot schedule 13-14	Submitted – Agenda
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	Submitted – Agenda
KIN 150, Beginning Swimming		Cannot schedule 13-14	Submitted – Agenda
KIN 151, Intermediate Swimming		Cannot schedule 13-14	Submitted – Agenda
KIN 152, Fitness Swimming		Cannot schedule 13-14	Submitted – Agenda
KIN 157, Advanced Volleyball		Cannot schedule 13-14	Submitted – Agenda
KIN 165, Advanced Track Techniques		Cannot schedule 13-14	Submitted – Agenda
KIN 170, Beginning Weight Lifting		Cannot schedule 13-14	Submitted – Agenda
KIN 173, Intermediate Weight Lifting		Cannot schedule 13-14	Submitted – Agenda
KIN 175, Adv Weight Training for Ath		Cannot schedule 13-14	
KIN 187, Yell/Song Leading, Sum or Fall		Cannot schedule 13-14	Course Deactivation
KIN 188, Pep Squad Leadership		Cannot schedule 13-14	Course Deactivation
KIN 189, Cheer Conditioning		Cannot schedule 13-14	Course Deactivation
KIN 191, First Aid&Emergency Care		Cannot schedule 13-14	Submitted
KIN 200, Intercollegiate Baseball		Cannot schedule 13-14	
KIN 215, Intercollegiate Cross Country		Cannot schedule 13-14	Submitted – Agenda
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	Submitted – Agenda
KIN 255, Intercollegiate Track		Cannot schedule 13-14	Submitted – Agenda
<b>Social and Behavioral Sciences</b>			
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	Submitted – Agenda
POLS 202, Ethnic Politics in America		Cannot schedule 13-14	Submitted – Agenda
PSY 236, Developmental Psychology		Cannot schedule 13-14	Submitted – Agenda
SOC 105, Mexican Amer Contemp Society		Cannot schedule 13-14	Submitted – Awaiting Discipline/Div Fac, AP&P Rep & Dean
SOC 111, Issues Concepts in Aging		Cannot schedule 13-14	
SOC 115, Marriage and Family Life		Cannot schedule 13-14	Submitted – Awaiting Discipline/Div Fac, AP&P Rep & Dean
SOC 120, Drugs Society Human Behavior		Cannot schedule 13-14	Submitted – Awaiting Discipline/Div Fac & AP&P Rep
<b>Technical Education</b>			
AJ 101, Intro to Admin of Justice		Cannot schedule 13-14	Submitted – Agenda
AJ 103, Criminal Evidence		Cannot schedule 13-14	Submitted – Agenda
AJ 203, Narcotics Control		Cannot schedule 13-14	Submitted – Agenda
AJ 204, Juvenile Procedures		Cannot schedule 13-14	Submitted – Agenda
AJ 207, Probation and Parole		Cannot schedule 13-14	Submitted – Agenda
AUTO 125, Automotive Chassis		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 126, Automotive Brakes		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 127, Auto Suspension, Steering, Align		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 128, Automotive Power Trains		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 130, Basic Auto Trans/Transaxles		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 150, Auto Electrical Systems		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 151, Auto Chassis/Body Elect System		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 152, Automotive Ignition Systems		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 153, Auto Starting/Charging Systems		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 175, Auto Fuel, Emissions, CA Cln Air		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 176, Auto Carburetor Fuel Systems		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 177, Electronic Fuel Injection		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 198H, Adv. Emissions Diagnostics Trng Seminar		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 198, Automotive Seminars		Cannot schedule 13-14	
AUTO 231, General Motors Auto Trans		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 232, Ford/Chrysler Auto Trans		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 277, Elect Eng Controls-GM Systems		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
AUTO 278, Elect Eng Controls-Ford/Chrys		Cannot schedule 13-14	Submitted – Awaiting AP&P Rep
ELTE 105, Introduction to Robotics		Cannot schedule 13-14	Submitted – Agenda
FTEC 215, Rescue Practices		Cannot schedule 13-14	Submitted
FTEC 222, Wildland Fire Control		Cannot schedule 13-14	Submitted
<b>Visual and Performing Arts</b>			
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 – Awaiting Faculty Revision
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	
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	Submitted – <i>Agenda</i>
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	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUS 153, Beginning Musicianship		Cannot schedule 13-14	Submitted – <i>Faculty since 10/07/2011</i>
MUS 164, String Ensemble		Cannot schedule 13-14	Submitted – <i>Dean</i>
MUS 165, Instrumental Ensemble - Guitar		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 166, Beginning Orchestra		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUS 167, Intermediate Orchestra		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 181, Master Chorale		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 183, Master Chorale Sectional		Cannot schedule 13-14	Submitted – <i>Agenda</i>
MUS 185, Concert Choir		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUS 186, Gospel Choir		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
MUS 189, Keyboard Ensemble		Cannot schedule 13-14	Course Deactivation Submitted
MUS 191, Treble Choir-Children's Music		Cannot schedule 13-14	Submitted – <i>Agenda</i>
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	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUS 266, Advanced Orchestra		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUS 268, Musical Theatre Orchestra		Cannot schedule 13-14	Course Deactivation Submitted – <i>Agenda</i>
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	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUSC 123, Stage Voice Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>

MUSC 124, Jazz Improvisation		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
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>Agenda</i>
MUSC 143, Live Sound Reinforcement		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 173, Beginning Jazz Ensemble		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUSC 175, Beginning Rock Band		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUSC 176, Beginning Rock Band Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUSC 222, Popular Vocal Performance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 223, Popular Instrumental Performance		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
MUSC 224, Jazz Improvisation Workshop		Cannot schedule 13-14	Submitted – <i>Awaiting Faculty</i>
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	Submitted – <i>Awaiting Discipline/Div Fac</i>
MUSC 274, Advanced Jazz Ensemble		Cannot schedule 13-14	Submitted – <i>Awaiting Discipline/Div Fac</i>
THA 101, Theatre Appreciation		Cannot schedule 13-14	Submitted – <i>Agenda</i>
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 9/13/12 AP&P Committee meeting at 4:42 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 get in contact with the person who can move it forward. 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 Ms. Maria Clinton, 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.*

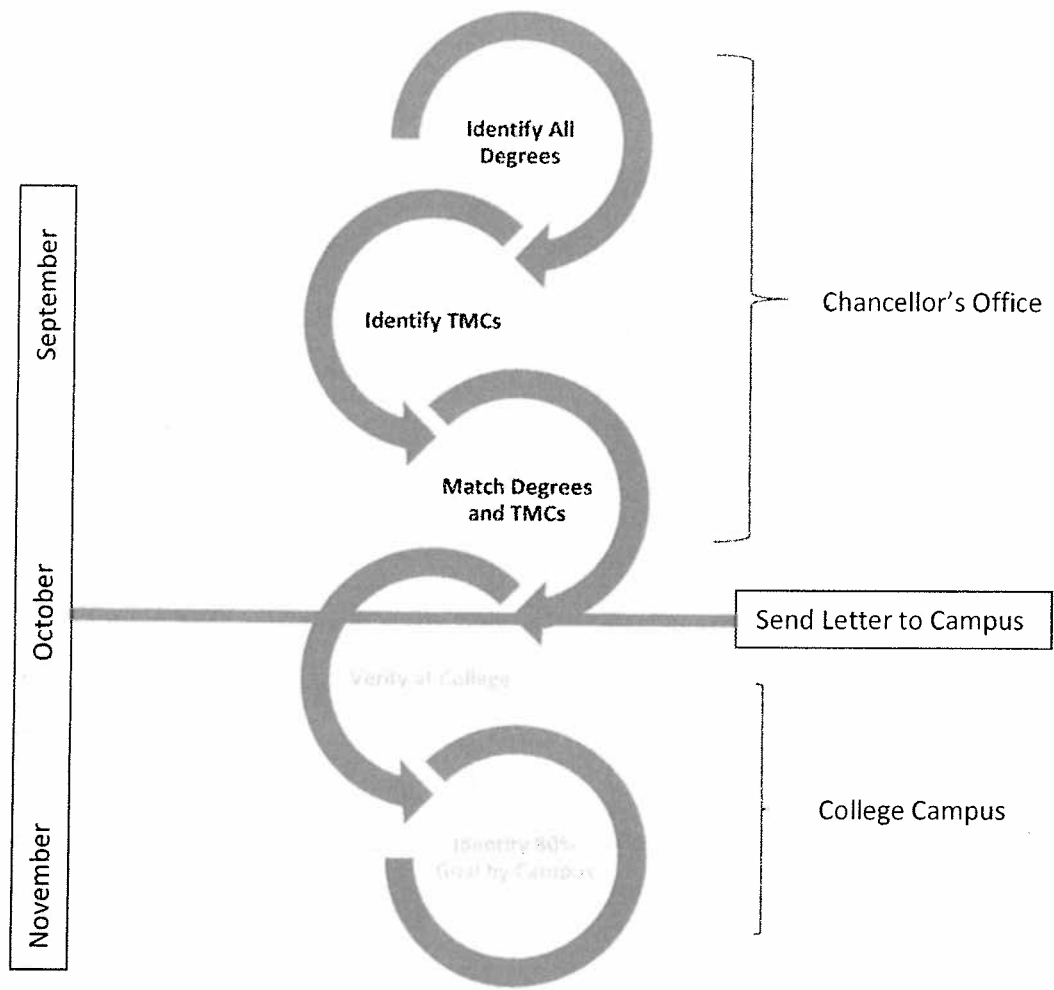
COLLEGE TITLE	PROGRAM TITLE	TOP CODE	PROGRAM TYPES	Existing 1440	Potential 1440
ANTELOPE VALLEY	Administration of Justice	210500	A.A. DEGREE		
ANTELOPE VALLEY	Administrative Medical Assistant	120820	A.S. DEGREE		
ANTELOPE VALLEY	Air Conditioning Specialist	94600	A.S. DEGREE		
ANTELOPE VALLEY	Air Conditioning-Refrigeration Specialist	94600	A.S. DEGREE		
ANTELOPE VALLEY	Aircraft Airframe	95010	A.S. DEGREE		
ANTELOPE VALLEY	Aircraft Fabrication and Assembly Technician	95050	A.S. DEGREE		
ANTELOPE VALLEY	Aircraft Fabrication and Assembly Technician	95050	A.S. DEGREE		
ANTELOPE VALLEY	Aircraft Powerplant	95020	A.S. DEGREE		
ANTELOPE VALLEY	Arts and Humanities	490310	A.A. DEGREE		
ANTELOPE VALLEY	Auto Collision Repair Specialist	94900	A.S. DEGREE		
ANTELOPE VALLEY	Auto Refinishing Specialist	94900	A.S. DEGREE		
ANTELOPE VALLEY	Automotive Collision Repair and Refinishing Specialist	94900	A.S. DEGREE		
ANTELOPE VALLEY	Biology	40100	A.S. DEGREE		
ANTELOPE VALLEY	Business Administration	50500	A.S. DEGREE		
ANTELOPE VALLEY	Business Computer Information Science	70200	A.S. DEGREE		
ANTELOPE VALLEY	Child & Family Education	130500	A.A. DEGREE		
ANTELOPE VALLEY	Clinical Medical Assistant	120810	A.S. DEGREE		
ANTELOPE VALLEY	Clothing and Textiles	130300	A.A. DEGREE		
ANTELOPE VALLEY	Commercial Photography	101200	A.A. DEGREE		
ANTELOPE VALLEY	Communication Studies	150600	AA-T Degree (transfer)		
ANTELOPE VALLEY	Computer Animation	61440	A.A. DEGREE		
ANTELOPE VALLEY	Computer Applications	70210	A.S. DEGREE		
ANTELOPE VALLEY	Computer Networking Multi-Platform	70810	A.S. DEGREE		
ANTELOPE VALLEY	Computer Software Developer	70710	A.S. DEGREE		
ANTELOPE VALLEY	Deaf Studies: American Sign Language	85000	A.A. DEGREE		
ANTELOPE VALLEY	Deaf Studies: Interpreter Training	85010	A.A. DEGREE		
ANTELOPE VALLEY	Digital Photographic Imaging	101200	A.A. DEGREE		
ANTELOPE VALLEY	Digital Printing	61450	A.A. DEGREE		
ANTELOPE VALLEY	Drafting/Computer Aided Design	95300	A.S. DEGREE		
ANTELOPE VALLEY	Driveability, Emissions, and Electrical	94800	A.S. DEGREE		
ANTELOPE VALLEY	Electrical Technology	95220	A.S. DEGREE		
ANTELOPE VALLEY	Electronics Technology	93400	A.S. DEGREE		
ANTELOPE VALLEY	Engine and Drive Trains	94800	A.S. DEGREE		
ANTELOPE VALLEY	Engineering	90100	A.S. DEGREE		
ANTELOPE VALLEY	Engineering Technology	92400	A.S. DEGREE		
ANTELOPE VALLEY	English	150100	A.A. DEGREE		
ANTELOPE VALLEY	English	150100	A.A. DEGREE		
ANTELOPE VALLEY	Environmental Horticulture	10900	A.S. DEGREE		
ANTELOPE VALLEY	Escrow	51110	A.S. DEGREE		

COLLEGE TITLE	PROGRAM TITLE	TOP CODE	PROGRAM TYPES	Existing 1440	Potential 1440
ANTELOPE VALLEY	Family & Consumer Ed.: Child & Family Development	130100	A.A. DEGREE		
ANTELOPE VALLEY	Family & Consumer Ed.: Consumer Education	130100	A.A. DEGREE		
ANTELOPE VALLEY	Family & Consumer Ed.: Interior Design	130100	A.A. DEGREE		
ANTELOPE VALLEY	Family & Consumer Ed.: Nutrition & Foods	130100	A.A. DEGREE		
ANTELOPE VALLEY	Family & Consumer Ed: Clothing & Textiles	130100	A.A. DEGREE		
ANTELOPE VALLEY	Fire Technology	213300	A.S. DEGREE		
ANTELOPE VALLEY	General Aircraft Maintenance	95000	A.S. DEGREE		
ANTELOPE VALLEY	General Aircraft Maintenance	95000	A.S. DEGREE		
ANTELOPE VALLEY	General Business	50100	A.S. DEGREE		
ANTELOPE VALLEY	Graphic Design	61460	A.A. DEGREE		
ANTELOPE VALLEY	Health Information Technology	122300	A.S. DEGREE		
ANTELOPE VALLEY	Instructional Aide	80200	A.A. DEGREE		
ANTELOPE VALLEY	Interactive Media: Web Design	61410	A.A. DEGREE		
ANTELOPE VALLEY	Interior Design	130200	A.A. DEGREE		
ANTELOPE VALLEY	Landscape Construction	10910	A.S. DEGREE		
ANTELOPE VALLEY	Management	50600	A.S. DEGREE		
ANTELOPE VALLEY	Marketing	50900	A.S. DEGREE		
ANTELOPE VALLEY	Math and Sciences	490200	A.A. DEGREE		
ANTELOPE VALLEY	Mathematics	170100	AS-T Degree (transfer)		
ANTELOPE VALLEY	Mathematics	170100	A.S. DEGREE		
ANTELOPE VALLEY	Medical Assistant	120800	A.S. DEGREE		
ANTELOPE VALLEY	Music	100400	A.A. DEGREE		
ANTELOPE VALLEY	Office Specialist	51400	A.S. DEGREE		
ANTELOPE VALLEY	Office Technology: Administrative Assistant	51400	A.S. DEGREE		
ANTELOPE VALLEY	Physical Education	83500	A.A. DEGREE		
ANTELOPE VALLEY	Physical Sciences	190100	A.S. DEGREE		
ANTELOPE VALLEY	Professional Bookkeeping	50200	A.S. DEGREE		
ANTELOPE VALLEY	Radiologic Technology	122500	A.S. DEGREE		
ANTELOPE VALLEY	Real Estate Broker	51100	A.S. DEGREE		
ANTELOPE VALLEY	Refrigeration Specialist	94600	A.S. DEGREE		
ANTELOPE VALLEY	Registered Nursing	123010	A.S. DEGREE		
ANTELOPE VALLEY	Respiratory Therapy	121000	A.S. DEGREE		
ANTELOPE VALLEY	School-Aged Child Care	130550	A.A. DEGREE		
ANTELOPE VALLEY	Small Business Management	50640	A.S. DEGREE		
ANTELOPE VALLEY	Social/Behavioral Sciences	220100	A.A. DEGREE		
ANTELOPE VALLEY	Video Design & Production	61410	A.A. DEGREE		
ANTELOPE VALLEY	Welding	95650	A.S. DEGREE		
ANTELOPE VALLEY	Wildland Fire Technology	213310	A.S. DEGREE		

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# Process for Establishing Long Term Goal For Development of AA-T and AS-T Degrees



Antelope Valley College  
Language Arts Division

April 26, 2012

To: Maria Clinton, Co-Chair  
Sharon Lowry, Co-Chair  
Members of the AP&P Committee

From: Jeffrie Ahmad, AP&P Division Representative

Subject: Wording Change Suggestions for Reading Proficiency Requirements

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The following suggestions have been submitted to me for committee members to consider as a substitution for the current AVC Catalog wording on page 50 under Proficiency Requirements, point A.

Version 1

A. Reading

Eligibility for College Level Reading (AVC assessment) or completion of READ 099 with a minimum grade of "P" (Pass), or completion of an Associate Degree or higher from a regionally accredited institution of higher education other than AVC.

Version 2

A. Reading—Can be met in one of three ways:

1. Eligibility for College Level Reading on AVC assessment test.
2. Completion of Reading 099 with a grade of "P" (Pass).
3. Completion of an Associate Degree or higher from a regionally accredited institution.

May 15, 2012

To: Sharon Lowry, Linda Harmon, and the members of the AP&P Committee

From: Tooraj Gordi, AP&P Representative

Mathematics Department

Subject: Mathematics Proficiency for AVC Graduation

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Mathematics Department is proposing that the following change to be made to the catalog requirements for the mathematics proficiency for AVC graduation. The current 2011-2012 catalog requirements reads:

**Completion of MATH 102 or higher or CIS 121 with a minimum grade of "C".**

Change the requirements to:

**Completion of MATH 102 or higher or CIS 121 with a satisfactory grade or placement by assessment into a math course higher than MATH 102.**

The catalog and title 5 definition of a satisfactory grade is a grade A, B, C, or P.

The recommended change was sent to all math faculty members for their feedback and it was generally accepted.

Antelope Valley College  
Language Arts Division

May 10, 2012

To: Linda Harmon/Mrs. Sharon Lowry, Co-Chairs  
Members of the AP&P Committee

From: Jeffrie Ahmad, Language Arts Representative

Subject: Catalog Wording for Writing Proficiency Graduation Requirement

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In the current AVC catalog the wording on page 50 for writing proficiency for AVC graduation reads:

WRITING

Completion of ENGL 101 with a minimum grade of "C."

The Language Arts Division is requesting the following change:

WRITING

Completion of English 101 with a minimum grade of "C." Note: Completion of English 101 with the "P" (Pass) option does not satisfy this requirement.