



ANTELOPE VALLEY COLLEGE

AP&P Minutes

Thursday, September 22, 2016
 BE 314
 3:00 – 5:30pm

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

Committee Members:
 Jeffrie Ahmad, Faculty Division Rep
 Kathleen Ballastero, Faculty Division Rep Proxy
 Luis Echeverria, Faculty Division Rep
 Laureano Flores, Technical Education Dean
 Ibrahim Ganley, Faculty Division Rep
 Tooraj Gordi, Faculty Division Rep
 Kerlin Grimaldi Linares, Student Rep
 Lee Grishman, Articulation Officer
 Michael Hutchison, Faculty Division Rep
 Cynthia Lehman, Faculty Division Rep
 Cynthia Littlefield, Faculty Division Rep
 Alberto Mendoza, Adjunct Rep
 Terry Rezek, Faculty Division Rep
 Bonnie Suderman, Co-chair
 Deborah Sullivan-Ford, Faculty Division Rep
 Mary Rose Toll, Faculty Division Rep
 LaDonna Trimble, Student Services Dean
 Les Uhazy, Academic Dean
 Darcy Wiewall, Co-chair

Committee Members Absent:
 Scott Lee, Faculty Division Rep/Librarian/DE Liaison
 Mark McGovern, Faculty Division Rep
 Tim Sturm, Faculty Division Rep

Guests Present:
 Carol Eastin
 Claude Gratton
 Duane Rumsey

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/Bonnie</i>	Dr. Darcy Wiewall called the meeting to order at 3:07pm. She welcomed the committee members to the second meeting of the year.
II. Approval of Minutes -5/12/2016	All	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the 5/12/2016 minutes as presented. Motion carried by all members present.</p> <p><u>Follow Up Items:</u> None.</p>
III. Informational Item -Courses Due Fall 2016 -2016-2017 Meeting Schedule: 9/8/16, 9/22/16, 10/13/16, 10/27/16, 11/10/16, 2/23/17, 3/9/17, 3/23/17, 4/13/17,	<i>Darcy</i>	<p><u>Issues Discussed:</u> Math issue: 7 CSUs that have used MATH 125 and now students have to take MATH 150 which is 2-3 extra courses they have to take. These 7 schools aren't using MATH 148, they're using MATH 150.</p>



ANTELOPE VALLEY COLLEGE

<p>4/27/17, 5/11/17 -CurricUNET Workshops (Room Changes) -Deactivations Impact MATH 125 KIN 196, 197 THA 120A, 120B, 120C, 120D, 205 Family Consumer Sciences, AS</p>		<p>Action Taken: None.</p> <p>Follow Up Items: These items will continue to be on the agenda until the date passes or the issues surrounding them are resolved.</p>
<p>IV. Discussion Item – Distance Ed Form</p>	<p>All</p>	<p>Issues Discussed: Send form to faculty who teach DE courses to get feedback, but all faculty should also look at it, especially those thinking about teaching online.</p> <p>Question to clarify 5a: instructor led group meetings—could be face to face or online group meeting.</p> <p>Question 1: will it be an expectation for faculty to have done this? No, this is just to help ease approval and indicate faculty have received training. Add an “other” option and ask for faculty to specify the other training. <u>Reword question to ask if faculty have taken professional development courses/workshops: answers: No, CVU, Other (they’re now California Virtual Campus (CVC) cvc.edu)</u></p> <p>Question on 3c: Thought it was defined that “blended” meets on campus for instruction specifically. 3a asks the same question which implies that hybrid and blended are the same thing. Add “instruction” as an option on 3c? Leave all options but add instruction?</p> <p>5a: if it has to be synchronous, then are discussion forums and social media considered synchronous? So long as the instructor provides a time they’ll be available on those mediums, then yes.</p> <p>Corrections/additions to be made and then sent out to reps to take to department.</p> <p>Action Taken: None.</p> <p>Follow Up Items: This item will return to the next meeting for review and collection of division comments.</p>
<p>V. Action Item – -AVC General Ed Course</p>	<p>All</p>	<p>Issues Discussed: The committee discussed the AVC General Ed course memo. It</p>



ANTELOPE VALLEY COLLEGE

<p>Inclusion Memo -Memo of all CCE course offerings</p> <p>Consent Agenda – Nonsubstantial Course Rev: -ASTR 101, HIST 110, HIST 111, INT 201, MUS 126, MUS 160, MUS 165, MUS 170, MUS 171, MUS 260, MUS 270, MUS 291, MUS 292, PSY 212</p> <p>Substantial Course Rev: -ASTR 101 Hybrid, CA 221, CFE 213, WELD 240</p> <p>Corporate Community Ed: -Automated External Defibrillator Training -Emergency Response for Home, Community, and Workplace -Managing Arrhythmias of the Heart -CISSP Examination Training</p>		<p>was noted that AJ 210 is now 201 and should be included. The following was also noted:</p> <ul style="list-style-type: none"> • ART: nothing to report • CFE: No feedback • CHEM: include (have Mark doublecheck—he was ill and not at this meeting) • COMM: include • FTV: report at next meeting • MATH: include • MUS: report at next meeting • NF: nothing to report • PHIL: include • PHYS: include (have Mark double check) • PHTC: report at next meeting • PSY: PSY 236 no, all others yes • SOC: include • THA: report at next meeting <p>Action Taken: A motion was made and seconded to approve the memo of all CCE course offerings. Motion carried by all members present.</p> <p>A motion was made and seconded to approve those courses noted under Non-Substantial Course revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to table those courses noted under Substantial Course revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve CISSP Examination Training. Motion carried by all members present.</p> <p>A motion was made and seconded to table Automated External Defibrillator Training, Emergency Response for Home, Community, and Workplace, and Managing Arrhythmias of the Heart as faculty and dean are missing. Motion carried.</p> <p>Follow Up Items: The AVC General Ed memo will return to the next agenda for final review and approval along with the corporate and community ed courses that were tabled.</p>
<p>NEXT MEETING DATE: 10/13/16</p>		<p>The meeting adjourned at 4:09pm.</p>