



AP&P Agenda

Thursday, November 10, 2016
BE 314
3:00 – 5:30pm

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

Committee Members:

- Jeffrie Ahmad, Faculty Division Rep
- Bonnie Curry, Faculty Division Rep
- 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
- Scott Lee, Faculty Division Rep/Librarian/DE Liaison
- Cynthia Lehman, Faculty Division Rep
- Cynthia Littlefield, Faculty Division Rep
- Marjorie Marquez, Student Rep
- Mark McGovern, Faculty Division Rep
- Alberto Mendoza, Adjunct Rep
- Terry Rezek, Faculty Division Rep
- Tim Sturm, Faculty Division Rep
- Bonnie Suderman, Co-chair
- Deborah Sullivan-Ford, Faculty Division Rep
- Mary Rose Toll, Faculty Division Rep
- LaDonna Trimble, Student Services Dean
- Les Uhazy, Academic Dean
- Darcy Wiewall, Co-chair

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	
II. Approval of Minutes -9/8/2016 -9/22/2016 -10/27/2016	All	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Informational Item -Courses Due Fall 2016 -2016-2017 Meeting Schedule: 2/23/17, 3/9/17, 3/23/17, 4/13/17, 4/27/17, 5/11/17 -Deactivations Impact BUS 203 ENGR 221	<i>Darcy</i>	<u>Issues Discussed:</u> <u>Action Taken:</u>



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<p>MATH 125 KIN 196, 197 NS 110, 111, 120, 121, 122, 200, 230, 231, 232 OT 105 THA 120A, 120B, 120C, 120D, 205 Family Consumer Sciences, AS -Adding a meeting 11/17/2016 -16-17 AP&P Goals</p>		<p><u>Follow Up Items:</u></p>
<p>IV. Action Item – Consent Agenda – Non- substantial Course Rev: ABDY 122, ABDY 123, ABDY 125, ABDY 212, ABDY 213, ABDY 215, ABDY 222, ABDY 223, ABDY 225, ACRV 115, ACRV 122, ACRV 123, ACRV 125, ACRV 212, ACRV 213, ACRV 223, ART 145, AUTO 101, AUTO 113, AUTO 125, AUTO 127, AUTO 128, AUTO 130, AUTO 150, AUTO 151, AUTO 152, AUTO 153, AUTO 175, AUTO 198H, CA 111, CA 141, CFE 150, CFE 151, CFE 152, CFE 155, CFE 156, CFE 157, CHIN 102, CHIN 201, CHIN 202, CT 105, CT 110, DA 103, DA 104, DA 105, DA 107A, DA 107B, DA 107C, DA 108, DA 116, DM 105L, ECON 100, ECON 102, ELEC 110, ELTE 105, ENGR 185, FTEC 113, FTEC 215, GEOG 220, GEOG 221, GEOG 222, GEOG 299, HD 100, HD 102, ID 100, ID 150, ID 160, KIN 110, KIN 145, KIN 200, KIN 230, KIN 240, LAC 100, LAC 200, LAC 299, MOA 102, MUS 111, MUS 121, MUS 142, MUS 166, MUS 167, MUS 251A, MUS 251B, MUS 266, MUSC 112, NF 103, POLS 103, RCP 103, SOC 115, SPAN 202, THA 101</p> <p>AUTO 100, CA 131, CHEM 210, CIS 111, CIS 123, DA 102, DM 101, DM 101L, DM 103, DM 103L, DM 106, DM 110L, DM 112L, NS 200A, NS 202A, OT 101, OT 102, OT 103, OT 113, PHYS 110, PHYS 120, THA 103, THA 115B, THA 116A, THA 116B, THA 117A, THA 118A, THA 118B, THA 121A, THA 225, VN 110, VN 111, VN 112, VN 113</p> <p>DA 102, ELTE 140, GEOG 298C, HD 101, ID 110, ID 120, ID 201, KIN 103, KIN 120, KIN 150, KIN 215, KIN 220, KIN 255, MUS 131,</p>	<p><i>All</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>



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<p>MUS 132, MUS 151, MUS 153, MUS 185, MUS 231, MUS 232, MUS 253A, MUS 253B, MUS 255A, MUS 255B, MUSC 113, RCP 105, THA 110, THA 125, THA 220, THA 239</p> <p>Substantial Course Rev: ACRV 100, AFAB 110, AFAB 115, AFAB 120, AFAB 210, ANTH 101, ANTH 101L, ART 101, ATH 102, ATH 103, BUS 101, BUS 111, CA 103, CA 121, ELEC 115, ELEC 130, ENGL 115, ENGR 130L, LATN 101, LATN 102, LATN 201, MATH 230, MGT 201, MUSC 225, NF 100, RCP 101, THA 115A, WELD 130, WELD 145, WELD 212, WELD 240</p> <p>ATH 103L, DA 113, DA 115, DFST 206, MUSC 122, MUSC 141, MUSC 222, MUSC 223, MUSC 273, MUSC 274, NF 110</p> <p>Revised Program: Administrative Assistant, Cert Art History, AA-T Administration of Justice, AS-T Interior Design, AS Interior Design, Cert Level I – General Cert Level II – Performance Specialty Cert Office Specialist, Cert Sociology, AA-T Studio Arts, AA-T</p> <p>New Course Dev: ART 106, ART 119, ART 163, ART 170, MUSC 124A, MUSC 124B, MUSC 124C,</p> <p>Course Deactivation: ENGR 221, KIN 196, KIN 197, OT 105, THA 120A, THA 120B, THA 120C, THA 120D, THA 205</p>		
<p>NEXT MEETING DATE: 2/23/17</p>		

AP&P Agenda Addendum

Thursday, November 10, 2016
BE 314
3:00 – 5:30pm

- a. **2016-17 AP&P Deadline – Courses and Programs need to be approved by 11/10/2016 for Fall 2017 inclusion**
- CORs due 2015-2016 academic year – List at the end of the agenda (Approval NEEDED ASAP)
 - CORs due 2016-2017 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
 - DE Course Approval – 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. **AP&P Meeting Schedule:** 11/10/16 (Courses due 17-18 communicated), 2/23/17, 3/9/17 (May be cancelled), 3/23/17, 4/13/17, 4/27/17, 5/11/17
- c. **Proxy Memo needed for all committee members. Email Darcy Wiewall, CC dean, proxy, and Melissa Jauregui indicating the name of the proxy.**
1. Jeffrie Ahmad, Faculty Division Rep – *Priscilla Jenison*
 2. Bonnie Curry, Faculty Division Rep
 3. Luis Echeverria, Faculty Division Rep – *Tamira Palmetto Despain*
 4. Laureano Flores, Technical Education Dean
 5. Ibrahim Ganley, Faculty Division Rep – *Nancy Bednar*
 6. Tooraj Gordi, Faculty Division Rep – *Mike Tran*
 7. Kerlin Grimaldi Linares, Student Rep
 8. Lee Grishman, Articulation Officer – *Carol Eastin*
 9. Michael Hutchison, Faculty Division Rep – *Debra Dickinson*
 10. Scott Lee, Faculty Division Rep/Librarian/DE Liaison
 11. Cynthia Lehman, Faculty Division Rep – *Matthew Jaffe*
 12. Cynthia Littlefield, Faculty Division Rep – *Lisa Karlstein*
 13. Marjorie Marquez, Non-Voting Student Rep
 14. Mark McGovern, Faculty Division Rep – *David Newman*
 15. Alberto Mendoza, Adjunct Rep
 16. Terry Rezek, Faculty Division Rep – *Lisa Karlstein*
 17. Tim Sturm, Faculty Division Rep – *Maria Clinton*
 18. Bonnie Suderman, Co-chair
 19. Deborah Sullivan-Ford, Faculty Division Rep – *Kathleen Ballestero*
 20. Mary Rose Toll, Faculty Division Rep – *Tom Graves*
 21. LaDonna Trimble, Student Services Dean – *Gary Roggenstein*
 22. Les Uhazy, Academic Dean – *Tom O'Neil*
 23. Darcy Wiewall, Co-chair
- d. **CSUGE/IGETC Course Designation**
- IGETC
 1. BIOL 101 – Area 5B / 5C - Approved
 2. BIOL 205 – Area 5B / 5C - Approved
 3. MATH 116 – Area 2A
 4. MUS 111 – Area 3A
 5. PSY 230 – Area 4I
 6. PSY 232 – Area 4I
 7. PSY 244 – Area 4I
 8. SOC 111 – Area 4J
 9. SOC 120 – Area 4J
 10. SPAN 110SS – Area 6A
 11. SPAN 210SS – Area 3B - Approved
 12. SPAN 220SS – Area 3B and Area 6A - Approved
 - UC Transferable
 1. THA 121A - Approved
 2. THA 121B - Approved
 - CSU/GE
 1. AFAB 130 – Area E
 2. AFAB 130 – Area C2
 3. MATH 116 – Area B4
 4. PSY 244 – Area D9
 5. SOC 120 – Area D0, D7, E
 6. SPAN 220SS – Area C2 - Approved

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

Area of Study	CCCCO Template	Articulation Agreements	PLO	Recommended Plan of Study	CurricUNET Status
1. Agriculture Animal Sciences	X				Not developing

2. Agriculture Business	X				Not developing
3. Agriculture Plant Sciences	X				In Progress
4. Biology	X				In Progress
5. Chemistry	X				In Progress
6. Child and Adolescent Development	X				
7. Computer Science	X				Can develop but units are too high; In Progress; awaiting PHYS 110 and PHYS 120 COR revision to drop units
8. Elementary Teacher Education	X				Cannot develop, no full-time faculty in area
9. Film, Television and Electronic Media	X				In Progress
10. Global Studies	X				
11. Journalism	X				Cannot develop, no full-time faculty in area
12. Nutrition and Dietetics	X				In Progress
13. Public Health Science	X				
14. Social Justice Studies	X				

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

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

g. **2015-2016 Course by Division that need to be revised and submitted to AP&P**

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions	Status
	WELD 240			Cannot schedule 16-17	Agenda

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

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions	Status
Career Technical Education					
	ABDY 122			Cannot schedule 17-18	Agenda
	ABDY 123			Cannot schedule 17-18	Agenda
	ABDY 125			Cannot schedule 17-18	Agenda
	ACRV 213			Cannot schedule 17-18	Agenda
	ACRV 223			Cannot schedule 17-18	Agenda
	AUTO 113			Cannot schedule 17-18	Agenda

	AUTO 125			Cannot schedule 17-18	Agenda
	AUTO 126			Cannot schedule 17-18	Submitted
	AUTO 127			Cannot schedule 17-18	Agenda
	AUTO 128			Cannot schedule 17-18	Agenda
	AUTO 130			Cannot schedule 17-18	Agenda
	AUTO 150			Cannot schedule 17-18	Agenda
	AUTO 151			Cannot schedule 17-18	Agenda
	AUTO 152			Cannot schedule 17-18	Agenda
	AUTO 153			Cannot schedule 17-18	Agenda
	AUTO 175			Cannot schedule 17-18	Agenda
	AUTO 176			Cannot schedule 17-18	Submitted
	AUTO 198H			Cannot schedule 17-18	Agenda
	BUS 105			Cannot schedule 17-18	Submitted
	BUS 111			Cannot schedule 17-18	Agenda
	CA 111			Cannot schedule 17-18	Agenda
	CA 121			Cannot schedule 17-18	Agenda
	CA 131			Cannot schedule 17-18	Agenda
	CA 141			Cannot schedule 17-18	Agenda
	CIS 111	Yes		Cannot schedule 17-18	Agenda
	CIS 123	Yes		Cannot schedule 17-18	Agenda
	ELEC 110			Cannot schedule 17-18	Agenda
	ELEC 115			Cannot schedule 17-18	Agenda
	ELEC 120			Cannot schedule 17-18	Submitted
	ELEC 130			Cannot schedule 17-18	Agenda
	ELTE 105			Cannot schedule 17-18	Agenda
	ELTE 140			Cannot schedule 17-18	Agenda
	MGT 201			Cannot schedule 17-18	Agenda
Health and Safety Sciences					
	ATH 100			Cannot schedule 17-18	Submitted
	ATH 103			Cannot schedule 17-18	Agenda
	ATH 103L			Cannot schedule 17-18	Agenda
	FTEC 113			Cannot schedule 17-18	Agenda
	FTEC 215			Cannot schedule 17-18	Agenda
	KIN 103	Yes		Cannot schedule 17-18	Agenda
	KIN 110	Yes		Cannot schedule 17-18	Agenda
	KIN 120	Yes		Cannot schedule 17-18	Agenda
	KIN 145	Yes		Cannot schedule 17-18	Agenda
	KIN 150	Yes		Cannot schedule 17-18	Agenda
	KIN 197	Yes		Cannot schedule 17-18	Submitted
	KIN 200	Yes		Cannot schedule 17-18	Agenda
	KIN 215	Yes		Cannot schedule 17-18	Agenda
	KIN 220	Yes		Cannot schedule 17-18	Agenda
	KIN 230	Yes		Cannot schedule 17-18	Agenda
	KIN 240	Yes		Cannot schedule 17-18	Agenda
	KIN 255	Yes		Cannot schedule 17-18	Agenda
	NF 103			Cannot schedule 17-18	Agenda
	NF 110			Cannot schedule 17-18	Agenda
	NS 101A			Cannot schedule 17-18	Submitted
	NS 102A			Cannot schedule 17-18	Submitted
	NS 103A			Cannot schedule 17-18	Submitted
	NS 121			Cannot schedule 17-18	Course Deactivation Submitted
	RCP 103			Cannot schedule 17-18	Agenda
	RCP 105			Cannot schedule 17-18	Agenda

	RCP 202			Cannot schedule 17-18	Submitted
	VN 110			Cannot schedule 17-18	Agenda
	VN 111			Cannot schedule 17-18	Agenda
	VN 113			Cannot schedule 17-18	Agenda
Math, Science and Engineering					
	DRFT 250			Cannot schedule 17-18	Submitted
	ENGR 185	Yes		Cannot schedule 17-18	Agenda
	ENGR 221	Yes		Cannot schedule 17-18	Course Deactivation Submitted
	GEOG 102L			Cannot schedule 17-18	Submitted
	GEOG 220			Cannot schedule 17-18	Agenda
	GEOG 221	Yes		Cannot schedule 17-18	Agenda
	GEOG 222			Cannot schedule 17-18	Agenda
	GEOG 298C			Cannot schedule 17-18	Submitted
	GEOG 299			Cannot schedule 17-18	Agenda
	MATH 125	Yes		Cannot schedule 17-18	Course Deactivation Submitted
	WDTO 101			Cannot schedule 17-18	Submitted
Arts and Humanities					
	ART 145	Yes		Cannot schedule 17-18	Agenda
	DA 102	Yes		Cannot schedule 17-18	Agenda
	DA 103	Yes		Cannot schedule 17-18	Agenda
	DA 104	Yes		Cannot schedule 17-18	Agenda
	DA 105	Yes		Cannot schedule 17-18	Agenda
	DA 107B	Yes		Cannot schedule 17-18	Agenda
	DA 107C	Yes		Cannot schedule 17-18	Agenda
	DA 108	Yes		Cannot schedule 17-18	Agenda
	DA 113	Yes		Cannot schedule 17-18	Agenda
	DA 115	Yes		Cannot schedule 17-18	Agenda
	DA 116	Yes		Cannot schedule 17-18	Agenda
	CHIN 102	Yes		Cannot schedule 17-18	Agenda
	CHIN 201	Yes		Cannot schedule 17-18	Agenda
	CHIN 202	Yes		Cannot schedule 17-18	Agenda
	DFST 206			Cannot schedule 17-18	Agenda
	DM 101			Cannot schedule 17-18	Agenda
	DM 101L			Cannot schedule 17-18	Agenda
	DM 103			Cannot schedule 17-18	Agenda
	DM 103L			Cannot schedule 17-18	Agenda
	DM 105L			Cannot schedule 17-18	Agenda
	DM 106			Cannot schedule 17-18	Agenda
	DM 106L			Cannot schedule 17-18	Submitted
	DM 110L			Cannot schedule 17-18	Agenda
	DM 112L			Cannot schedule 17-18	Agenda
	FREN 201	Yes		Cannot schedule 17-18	Submitted
	FREN 202	Yes		Cannot schedule 17-18	Submitted
	FREN 203	Yes		Cannot schedule 17-18	Submitted
	FTV 101	Yes		Cannot schedule 17-18	Submitted
	FTV 107	Yes		Cannot schedule 17-18	Submitted
	FTV 108	Yes		Cannot schedule 17-18	Submitted
	FTV 201	Yes		Cannot schedule 17-18	Submitted
	FTV 203	Yes	Never	Cannot schedule 17-18	Submitted
	FTV 215			Cannot schedule 17-18	Submitted
	FTV 220			Cannot schedule 17-18	Submitted
	FTV 230	Yes		Cannot schedule 17-18	Submitted
	INT 101			Cannot schedule 17-18	Submitted

	LAC 100			Cannot schedule 17-18	Agenda
	LAC 200			Cannot schedule 17-18	Agenda
	LAC 299			Cannot schedule 17-18	Agenda
	LATN 101	Yes		Cannot schedule 17-18	Agenda
	LATN 102	Yes		Cannot schedule 17-18	Agenda
	LATN 201	Yes		Cannot schedule 17-18	Agenda
	MUS 111	Yes		Cannot schedule 17-18	Agenda
	MUS 121	Yes		Cannot schedule 17-18	Agenda
	MUS 131	Yes		Cannot schedule 17-18	Agenda
	MUS 132	Yes		Cannot schedule 17-18	Agenda
	MUS 142	Yes		Cannot schedule 17-18	Agenda
	MUS 151	Yes		Cannot schedule 17-18	Agenda
	MUS 153	Yes		Cannot schedule 17-18	Agenda
	MUS 166	Yes		Cannot schedule 17-18	Agenda
	MUS 167	Yes		Cannot schedule 17-18	Agenda
	MUS 183	Yes		Cannot schedule 17-18	Course Deactivation Submitted
	MUS 185	Yes		Cannot schedule 17-18	Agenda
	MUS 231	Yes		Cannot schedule 17-18	Agenda
	MUS 232	Yes		Cannot schedule 17-18	Agenda
	MUS 251A	Yes		Cannot schedule 17-18	Agenda
	MUS 251B	Yes		Cannot schedule 17-18	Agenda
	MUS 253A	Yes		Cannot schedule 17-18	Agenda
	MUS 253B	Yes		Cannot schedule 17-18	Agenda
	MUS 255A	Yes		Cannot schedule 17-18	Agenda
	MUS 255B	Yes		Cannot schedule 17-18	Agenda
	MUS 266	Yes		Cannot schedule 17-18	Agenda
	MUSC 112			Cannot schedule 17-18	Agenda
	MUSC 113			Cannot schedule 17-18	Agenda
	MUSC 141			Cannot schedule 17-18	Agenda
	MUSC 222			Cannot schedule 17-18	Agenda
	MUSC 223			Cannot schedule 17-18	Agenda
	MUSC 225			Cannot schedule 17-18	Agenda
	MUSC 273	Yes		Cannot schedule 17-18	Agenda
	MUSC 274	Yes		Cannot schedule 17-18	Agenda
	SPAN 202	Yes		Cannot schedule 17-18	Agenda
	THA 101	Yes		Cannot schedule 17-18	Agenda
	THA 110	Yes		Cannot schedule 17-18	Agenda
	THA 125	Yes		Cannot schedule 17-18	Agenda
	THA 205	Yes		Cannot schedule 17-18	Course Deactivation Submitted
	THA 220	Yes		Cannot schedule 17-18	Agenda
	THA 239	Yes		Cannot schedule 17-18	Agenda
Social and Behavioral Sciences					
	ANTH 101	Yes		Cannot schedule 17-18	Agenda
	CFE 150			Cannot schedule 17-18	Agenda
	CFE 151			Cannot schedule 17-18	Agenda
	CFE 152			Cannot schedule 17-18	Agenda
	CFE 155			Cannot schedule 17-18	Agenda
	CFE 156			Cannot schedule 17-18	Agenda
	CFE 157			Cannot schedule 17-18	Agenda
	CT 105			Cannot schedule 17-18	Agenda
	CT 110			Cannot schedule 17-18	Agenda
	ECON 100	Yes		Cannot schedule 17-18	Agenda
	ECON 102	Yes		Cannot schedule 17-18	Agenda

	ID 100			Cannot schedule 17-18	Agenda
	ID 110			Cannot schedule 17-18	Agenda
	ID 120			Cannot schedule 17-18	Agenda
	ID 150			Cannot schedule 17-18	Agenda
	ID 160			Cannot schedule 17-18	Agenda
	ID 201			Cannot schedule 17-18	Agenda
	POLS 103	Yes		Cannot schedule 17-18	Agenda
	POLS 202	Yes		Cannot schedule 17-18	Submitted
	SOC 115	Yes		Cannot schedule 17-18	Agenda
Student Services and Counseling					
	HD 100			Cannot schedule 17-18	Agenda
	HD 101			Cannot schedule 17-18	Agenda
	HD 102			Cannot schedule 17-18	Agenda
Extended Services					
	LIB 101			Cannot schedule 17-18	Submitted

i. Course Deactivations Impact on Other Programs/Courses

- **BUS 203**
 - i. Program Restricted Elective:**
 - Business Administration, AS
 - General Business, Cert
 - General Business, AS
- **ENGR 221 – No impact**
- **KIN 196, 197 – No impact**
- **MATH 125**
 - i. Program Required Core:**
 - Real Estate Salesperson, Cert – Submitted in CurricUNET
 - Real Estate Broker, Cert – Submitted in CurricUNET
 - Real Estate, AS – Submitted in CurricUNET
 - *LAS – Math and Science – Option I – AA*
 - ii. Program Restricted Elective:**
 - Office Specialist, Cert – Submitted in CurricUNET
 - Office Specialist, AS – Submitted in CurricUNET
 - Administrative Assistant, Cert – Submitted in CurricUNET
 - Administrative Assistant, AS – Submitted in CurricUNET
- **MATH 130**
 - i. Program Required Core:**
 - Engineering Technology, Cert – Submitted in CurricUNET change noted
 - Engineering Technology, AS – Submitted in CurricUNET change noted
 - *LAS: Math and Science – Option I, AA*
- **NS 110, 111, 120, 121, 122, 200, 230, 231, 232**
 - i. Program Required Core:**
 - Registered Nursing, AS
- **OT 105 – No impact**
- **THA 120A, 120B, 120C, 120D – No impact**
- **THA 205 – No impact**



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AP&P Minutes

Thursday, September 8, 2016
 BE 314
 3:00 – 5:30pm

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

Committee Members:
 Jeffrie Ahmad, Faculty Division Rep
 Luis Echeverria, Faculty Division Rep
 Laureano Flores, Technical Education Dean
 Ibrahim Ganley, Faculty Division Rep
 Tooraj Gordi, Faculty Division Rep
 Kerlin Grimaldi, Student Rep
 Lee Grishman, Articulation Officer
 Cynthia Lehman, Faculty Division Rep
 Cynthia Littlefield, Faculty Division Rep
 Mark McGovern, Faculty Division 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:
 Michael Hutchison, Faculty Division Rep
 Scott Lee, Faculty Division Rep/Librarian/DE Liaison
 Tim Sturm, Faculty Division Rep

Guests Present:
 Rae Agahari
 Fredy Aviles
 Kathleen Ballestero
 Peter Chege
 Carol Eastin
 Lisa Karlstein
 Duane Rumsey
 Sherrie Zhu

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/Bonnie</i>	Dr. Darcy Wiewall called the meeting to order at 3:10pm. She welcomed the committee members to the first 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 amend the agenda to table this item. Motion carried by all members present.</p> <p><u>Follow Up Items:</u> This item will return to the next agenda for approval.</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, 4/27/17, 5/11/17	<i>Darcy</i>	<p><u>Issues Discussed:</u> Dr. Darcy Wiewall encouraged all members to track their division courses through CurricUNET to ensure they are all approved by the Fall 2016 deadline. She also brought to their attention the meeting schedule and curricUNET workshops, requesting each committee member to send an email to</p>



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<p>-CurricUNET Workshops -General Ed Patterns and Associate Degrees -AVC GE Report -Memo of all CCE course offerings -Deactivations Impact MATH 125 KIN 196, 197 THA 120A, 120B, 120C, 120D, 205 Family Consumer Sciences, AS</p>		<p>Melissa Jauregui indicating which workshop they are able to cover or an alternative date and time that works well with their schedule.</p> <p>Also shared with the committee, the changed to the coming Chancellor’s Office Program and Course Approval Handbook, which allows us once again to offer any general ed pattern to students completing our local degrees.</p> <p>Dr. Wiewall requested the committee members to review and take back to their divisions the following:</p> <ul style="list-style-type: none"> • AVC GE Report • Memo of all CCE Course Offerings • Deactivations list <p>Comments and concerns are to be collected and reported at a future meetings.</p> <p>Action Taken: None.</p> <p>Follow Up Items: The following items will return to a future agenda for formal approval:</p> <ul style="list-style-type: none"> • AVC GE Report • Memo of all CCE Course Offerings • Deactivations list <p>Committee members are to report back their division concerns at that time.</p>
<p>IV. Discussion Item – Committee Training SWOT Analysis Curriculum Checklist Data Usage Course/Program Revision Cycle</p>	<p>All</p>	<p>Issues Discussed: Dr. Darcy Wiewall indicated that Committee Training and additional faculty professional development are essential to our committee’s success. She requested committee members to consider participating in a group that would develop training material for presentation to the whole group or whole campus.</p> <p>She also brought to the committee’s attention the SWOT Analysis, which was presented at the Curriculum Institute. She requested the committee to keep this in the back of their minds as this will resurface in the spring term.</p> <p>Dr. Wiewall indicated that a Curriculum Checklist was also presented at the Curriculum Institute and has proven very useful in her review of courses in CurricUNET. This will return for formal review and approval by the committee.</p>



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		<p>It was also communicated that the committee should look at course and program data before approving revised courses and programs. The college catalog should list those courses and programs that are actively being offered. In some disciplines there are courses that haven't been offered for years nor are they listed on any programs. Moving forward this committee should develop a process and establish an expectation for non-substantial and substantial course revisions.</p> <p>Course/Program Revision Cycles are also a concern when courses undergo a non-substantial course revision for the past three revisions in a row. Perhaps it would be more appropriate to limit the number of non-substantial revisions done in a row. Dr. Wiewall requested the committee to think about this issue so it can be addressed in the spring term.</p> <p>Action Taken: None.</p> <p>Follow Up Items: These items will appear on a future agenda to provide more opportunity for discussion and implementation of new processes.</p>
<p>V. Action Item – DE Liaison Appointment</p> <p>Consent Agenda – Nonsubstantial Course Rev: -ASTR 101, BIOL 102, BIOL 104, CFE 102, CFE 103, MUS 126, MUS 160, MUS 165, MUS 170, MUS 171, MUS 260, MUS 270, MUS 291, MUS 292, MUSC 102, MUSC 103, MUSC 104, MUSC 107, MUSC 124, MUSC 173, MUS 175, PHIL 101, PHIL 105, PHIL 106, PSY 101, PSY 201, PSY 230, PSY 232</p> <p>Substantial Course Rev: -ART 103, ASTR 101 Hybrid, CFE 102 Online, PHIL 106 Hybrid, PSY 101 Online and Hybrid, RE 141, WELD 240</p> <p>Instructional Material Fee: -ART 132, 135, 136, 137</p>	<p>All</p>	<p>Issues Discussed: A discussion occurred regarding the need for a DE Liaison. It would be expected that this person would be a member of AP&P and the Distance Education Committee. The appointed person would approve all DE forms prior to AP&P review. After a moment, Mary Rose Toll volunteered to fill the position until Dr. Scott Lee returned. Dr. Darcy Wiewall thanked her for volunteering and indicated that much of our issues with the current form will be resolved with the implementation of the new form. Also it is important to note that instructor will initiate contact and students will have regular and effective contact with the instructor.</p> <p>Action Taken: A motion was made and seconded to approve the appointment of Mary Rose Toll as the DE liaison. Motion carried by all members present.</p> <p>A motion was made and seconded to amend the agenda to table MUS 126, MUS 160, MUS 165, MUS 170, MUS 171, MUS 260, MUS 270, MUS 291, MUS 292 as well as all the Corporate</p>



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<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>Community Education courses listed. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the Nonsubstantial Courses listed. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the ART 103. After a moment, the faculty member present requested minor changes to the content. Motion carried with revisions by all members present.</p> <p>A motion was made and seconded to table ASTR 101 Hybrid at the request of the faculty. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the PHIL 106 Hybrid. After a moment, the faculty member present requested the committee to deactivate the distance education portion only as it has never been taught. Motion carried to deactivate the Hybrid by all members present.</p> <p>A motion was made and seconded to approve CFE 102 Online, PSY 101 Online and Hybrid, and RE 141. A request was made to explicitly indicate how the instructor will initiate contact with students in the distance education course. Motion carried by all members present with revision to the distance education courses as approved by the representatives.</p> <p>A motion was made and seconded to table WELD 240 since a faculty representative was not present to discuss the course revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the increase to the noted instructional material fees. Motion carried by all members present.</p> <p><u>Follow Up Items:</u> The tabled courses will return to a future agenda for review.</p>
<p>NEXT MEETING DATE: 9/22/16</p>		<p>The meeting adjourned at 4:51pm.</p>



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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>



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<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>



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<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>