



ANTELOPE VALLEY COLLEGE

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

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



ANTELOPE VALLEY COLLEGE

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



ANTELOPE VALLEY COLLEGE

<p>Consent Agenda – Non-Substantial Course Rev:</p> <ul style="list-style-type: none"> - CIS 157 - DFST 101L - ED 141 - ELTE 125, 130, 135, 235 - ENGL 111, 112, 113, 265 - ESL 018, 019, 020, 023, 028, 030, 033, 038, 040, 043, 048, 050P, 053, 058 - GER 201 - HD 105 - JOUR 121 - MATH 065 - POLS 101 - PSCI 101 - RADT 205 - WELD 110, 120 <p>Substantial Course Revision:</p> <ul style="list-style-type: none"> - CFE 202 - ESL 053 Hybrid, 058 Hybrid - GEOG 205, 205 Hybrid - IATH 220, 265, 285 - KINF 130, 140, 150, 151, 160, 180 - KINT 102, 103, 104, - MATH 065 Hybrid, 116 - POLS 101 Hybrid, 101 Online - VN 109, 110, 111, 112 <p>New Course Development:</p> <ul style="list-style-type: none"> - MKTG 131 <p>Course Deactivations:</p> <ul style="list-style-type: none"> - BUS 203 - MGT 105, 212 - MKTG 121 <p>Program Revisions:</p> <ul style="list-style-type: none"> - General Business, AS and Cert - Vocational Nursing, Cert <p>Program Deactivations:</p> <ul style="list-style-type: none"> - Business Administration, AA - Management, AS and Cert - Marketing, AS and Cert - Small Business Management, AS and Cert 	<p>Action Taken:</p> <p>A motion was made and seconded to approve CCE The Wonderful World of Wine. After a brief review of the course material presented, a question was asked regarding the enrollment fee and material fee. Cathy Hart was present to answer questions and requested the documentation reflect a \$110 per person enrollment fee, while the material fee is actually \$0. The committee agreed revisions were not needed. Motion carried by all members present.</p> <p>A motion was made and seconded to amend the agenda to include the following distance education courses: GER 201 online, JOUR 121 online, HD 105 online, ENGL 111 online, and ENGL 112 online. Motion carried.</p> <p>A motion was made and seconded to approve the courses noted under Consent Agenda-Non-Substantial Course Revision except ESL 053, ESL 058, and MATH 065. Courses noted in this list have been reviewed and approved by the AP&P Representative, Dean, and AP&P Cochair. Motion carried.</p> <p>A motion was made and seconded to table ESL 053 hybrid, ESL 058 hybrid, and MATH 065 hybrid due to revisions needed for the distance education form. Motion carried.</p> <p>A motion was made and seconded to approve the courses noted under Substantial Course Revision with the exception of the tabled courses. After a review of each course individually, the committee agreed to approval of all noted courses with the inclusion of SCANS competencies in the objectives for VN 109, VN 110, VN 111, and VN 112. Motion carried with noted edits.</p> <p>A motion was made and seconded to approve MKTG 131 New Course Development. After a review of the course, the committee agreed to the approval but only if the course deactivations and program revisions are also approved. Motion carried with noted contingency.</p> <p>A motion was made and seconded to approve the noted course deactivations. After a review of the list, the committee agreed to the approval but only if the program revisions are also approved. Motion carried with noted contingency.</p> <p>A motion was made and seconded to approve program revisions for General Business AS and Cert. After a review of each program, Dr. Ganley expressed concerns in removing the</p>
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ANTELOPE VALLEY COLLEGE

		<p>economics requirement from the AS degree. Faculty members present were asked to provide at least three examples of California colleges that offer a degree in business without requiring economics. Motion failed. Prior noted motion related to this item as fail as a result.</p> <p>A motion was made and seconded to approve the noted program changes to the Vocation Nursing Certificate. After a review of the program, no edits were noted or discussed. Motion carried.</p> <p>A motion was made and seconded to table the noted program deactivations. Motion carried.</p> <p><u>Follow Up Items:</u> Failed motions and tabled items will return to the next agenda for additional committee consideration.</p>
<p>NEXT MEETING DATE: 11/30/17</p>		<p>A motion was made and seconded to adjourn the AP&P meeting at 4:50p. Motion carried.</p>