



ANTELOPE VALLEY COLLEGE

AP&P Agenda

Thursday, May 10, 2018
 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 | Cynthia Littlefield, Faculty Division Rep |
| Bonnie Curry, Faculty Division Rep | Mark McGovern, Faculty Division Rep |
| Riley Dwyer, Academic Dean | Alberto Mendoza, Adjunct Rep |
| Jessica Eaton, Articulation Officer | Terry Rezek, Faculty Division Rep |
| Luis Echeverria, Faculty Division Rep | Tim Sturm, Faculty Division Rep |
| Ibrahim Ganley, Faculty Division Rep | Bonnie Suderman, Co-chair |
| Irit Gat, Faculty Division Rep | Deborah Sullivan-Ford, Faculty Division Rep |
| Tooraj Gordi, Faculty Division Rep | LaDonna Trimble, Student Services Dean |
| Richie Neil Hao, Faculty Division Rep | Les Uhazy, Technical Education Dean |
| Michael Hutchison, Faculty Division Rep | Darcy Wiewall, Co-chair |
| Scott Lee, Faculty Division Rep/Librarian/DE Liaison | |

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	
II. Meeting Minutes – -4/26/2018	<i>All</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
III. Informational Item – -2018-2019 Meeting Schedule: 9/13/18, 9/27/18, 10/11/18, 10/25/18, 11/8/18, 2/14/19, 2/28/19, 3/14/19, 3/28/19, 4/11/19, 4/25/19, 5/9/19 -Deactivations Impact AUTO 176 Family Consumer Sciences, AS -Courses due Fall 2018 -CurricUNET Workshops -Termining AP&P Positions: Mr. Tim Sturm Mr. Michael Hutchison Mrs. Cindy Littlefield Mr. Terry Rezek Ms. Riley Dwyer	<i>Darcy</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
IV. Discussion -Committee Goals -Goal 2: Calendar	<i>Darcy</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p>



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<p>-Goal 3: Website/Handbook -Goal 4: Corporate Ed Process</p>		<p><u>Follow Up Items:</u></p>
<p>V. Action Item – -AP&P DETC Representative -IGETC Certificate-Unit reduction -DE Definitions Revised -Avionics Technology Certificate</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>
<p>NEXT MEETING DATE: 9/13/18</p>		

AP&P Agenda Addendum

Thursday, May 10, 2018
BE 314
3:00 – 5:30pm

I. 2018-19 AP&P Deadline – Courses and Programs need to be approved by 11/8/2018 for Fall 2019 inclusion

- CORs due 2016-2017 academic year – List at the end of the agenda
- CORs due 2017-2018 academic year – List at the end of the agenda
- CORs due 2018-2019 academic year – List at the end of the agenda
- TMC Degrees that may need to be developed and brought to AP&P – List at the end of the agenda
- C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda

II. 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 – *Denise Walker*
3. Riley Dwyer, Academic Dean – *Vacant*
4. Jessica Eaton, Articulation Officer – *Tamira Palmetto-Despain*
5. Luis Echeverria, Faculty Division Rep – *Dietra Jackson*
6. Ibrahim Ganley, Faculty Division Rep – *Cynthia Lehman*
7. Irit Gat, Faculty Division Rep – *Nancy Bednar*
8. Tooraj Gordi, Faculty Division Rep – *Mike Tran*
9. Richie Neil Hao, Faculty Division Rep – *Vacant*
10. Michael Hutchison, Faculty Division Rep – *Debra Dickinson*
11. Scott Lee, Faculty Division Rep/Librarian/DE Liaison – *Carolyn Burrell*
12. Cynthia Littlefield, Faculty Division Rep – *Lisa Karlstein*
13. Mark McGovern, Faculty Division Rep – *David Newman*
14. Alberto Mendoza, Adjunct Rep – *Fiorella Chauca*
15. Terry Rezek, Faculty Division Rep – *Lisa Karlstein*
16. Tim Sturm, Faculty Division Rep – *Maria Clinton*
17. Bonnie Suderman, Co-chair – *Les Uhazy*
18. Deborah Sullivan-Ford, Faculty Division Rep – *Kathleen Ballestero*
19. LaDonna Trimble, Student Services Dean – *Gary Roggenstein*
20. Les Uhazy, Technical Education Dean – *Tom O’Neil*
21. Darcy Wiewall, Co-chair – *Mark McGovern*
22. *Position Vacant*, Student Rep – *Vacant*
23. *Position Vacant*, Non-Voting Student Rep – *Vacant*

III. CSUGE/IGETC Course Designation

- IGETC
 1. MATH 116 – Area 2A
 2. MUS 111 – Area 3A
 3. PSY 230 – Area 4I
 4. PSY 232 – Area 4I
 5. PSY 244 – Area 4I
 6. SOC 111 – Area 4J
 7. SOC 120 – Area 4J
 8. SPAN 110SS – Area 6A
- UC Transferable
- 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

IV. 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. Child and Adolescent Development	X				
5. Computer Science	X				Can develop
6. Elementary Teacher Education	X				In Progress

7. Environmental Sciences	X				
8. Film, Television and Electronic Media	X				Fully Approved
9. Global Studies	X				
10. Hospitality Management	X				
11. Journalism	X				Cannot develop, no full-time faculty in area
12. Law, Public Policy, and Society	X				
13. Nutrition and Dietetics	X				In Progress
14. Public Health Science	X				
15. Social Justice Studies	X				
16. Social Work and Human Services	X				

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

COURSE	C-ID DESC.	STATUS	EXPIRES	ADT	STATUS
AG-EH 112L	AGRI 234	CONDITIONAL	11/14/17		
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 150 MATH 160	MATH 900S	CONDITIONAL	9/2017	Chemistry Mathematics Physics	Submitted
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		

VI. **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					
	AUTO 176			Cannot schedule 17-18	Submitted - Pending Faculty revise program

VII. **2017-2018 Course by Division that need to be revised and submitted to AP&P**

Div	Course	UC Transferable	Last Offered	Scheduling Restrictions	Status
Health and Safety Sciences					
	KIN 100			Cannot schedule 18-19	Submitted – Agenda
	KIN 102			Cannot schedule 18-19	Submitted – Agenda
	KIN 115			Cannot schedule 18-19	Submitted - Agenda
	KIN 140			Cannot schedule 18-19	Submitted - Agenda

VIII. **2018-2019 Course by Division that need to be revised and submitted to AP&P**

Div	Course	Last Offered	Scheduling Restrictions	Status
AAH	ART 104, History of Modern and Contemporary Art in the 20th Century			
AAH	ART 150, 3-D Design Basics			Submitted
AAH	ART 216, Life Drawing			Submitted
AAH	DA 101 Dance Appreciation			
AAH	DA 106 Ballroom Dance			
AAH	DA 122 Intermediate Ballet			Submitted
AAH	DA 123 Intermediate Modern Dance			Submitted
AAH	DA 124 Intermediate Jazz Dance			
AAH	DA 125 Intermediate Tap Dance			
AAH	DA 202 Advanced Ballet			
AAH	DA 203 Advanced Modern Dance			
AAH	DA 204 Advanced Jazz Dance			
AAH	DA 205 Advanced Tap Dance			
AAH	DFST 101 American Sign Language I			
AAH	DFST 102 American Sign Language II			
AAH	DFST 201 American Sign Language III			
AAH	DFST 202 American Sign Language IV			
AAH	DM 113 Photoshop I			
AAH	DM 113L Photoshop I Lab			
AAH	DM 115 Graphic Communications I			
AAH	DM 115L Graphic Communications I Lab			
AAH	DM 127 Web Design and Production I			
AAH	DM 127L Web Design and Production I Lab			
AAH	DM 128 Web Design and Production II			
AAH	DM 128L Web Design and Production II Lab			
AAH	DM 133 Digital Printing I			
AAH	DM 133L Digital Printing I Lab			
AAH	DM 143 Computer 2-D Animation			
AAH	DM 143L Computer 2-D Animation Lab			
AAH	DM 145 Computer 3-D Animation			
AAH	DM 145L Computer 3-D Animation Lab			
AAH	DM 203 Graphic Design II			
AAH	DM 203L Graphic Design II Lab			
AAH	DM 205 Digital Illustration			
AAH	DM 205L Digital Illustration Lab			
AAH	DM 206 Video Design and Production II			
AAH	DM 206L Video Design and Production II Lab			
AAH	DM 213 Photoshop II			
AAH	DM 213L Photoshop II Lab			
AAH	DM 215 Graphic Communications II			
AAH	DM 215L Graphic Communications II Lab			
AAH	DM 233 Digital Printing II			
AAH	DM 233L Digital Printing II Lab			
AAH	DM 246 Portfolio and Job Search			

AAH	DM 246L Portfolio and Job Search Lab			
AAH	DM 298 Special Studies in Digital Media			
AAH	DM 298L Special Studies in Digital Media Lab			
AAH	FTV 103 Introduction to Television			
AAH	FTV 121 Introduction to Digital Filmmaking			
AAH	FTV 155 Film Festival Analysis			
AAH	GER 101 Elementary German 1			
AAH	GER 102 Elementary German 2			
AAH	INT 202 Sign Language Interpreting I			
AAH	INT 203 Sign Language Interpreting II			
AAH	INT 204 Sign/English Transliteration			
AAH	INT 205 Interpreting in Specialized Settings			
AAH	INT 206 Introduction to Sign to English Interpreting (Voicing)			
AAH	MUS 101 Music Appreciation *(DE)*			
AAH	MUSC 133 Studio Music Production I			Submitted
AAH	MUSC 133L Studio Music Production I Lab			Submitted
AAH	MUSC 134 Studio Music Production II			Submitted
AAH	MUSC 134L Studio Music Production II Lab			Submitted
AAH	MUSC 143 Live Sound Reinforcement			
AAH	MUSC 233 Studio Music Production III			Submitted
AAH	MUSC 233L Studio Music Production III Lab			Submitted
AAH	MUSC 234 Studio Music Production IV			Submitted
AAH	MUSC 234L Studio Music Production IV Lab			Submitted
AAH	PHIL 109 World Religion			
AAH	PHIL 110 Introduction to Logic *(DE)*			
AAH	PHOT 107 History of Photography *(DE)*			
AAH	PHOT 213 Life Photography			
AAH	PHOT 213L Life Photography Lab			
AAH	PHTC 101 Beginning Black and White Photography			
AAH	PHTC 101L Beginning Black and White Photography Lab			
AAH	PHTC 125 Beginning Digital Photography			
AAH	PHTC 125L Beginning Digital Photography Lab			
AAH	PHTC 150 Beginning Color Photography			
AAH	PHTC 150L Beginning Color Photography Lab			
AAH	PHTC 201 Advanced Black and White Photography			
AAH	PHTC 201L Advanced Black and White Photography Lab			
AAH	PHTC 203 Foundations of Cameras and Composition			
AAH	PHTC 203L Foundations of Cameras and Composition Lab			
AAH	PHTC 205 Documentary and Photojournalism			
AAH	PHTC 205L Documentary and Photojournalism Lab			
AAH	PHTC 211 Wedding, Portrait and Event Photography			
AAH	PHTC 211L Wedding, Portrait and Event Photography Lab			
AAH	PHTC 215 Photography Studio Practices			
AAH	PHTC 215L Photography Studio Practices Lab			
AAH	PHTC 275 Advanced Digital Photography			
AAH	PHTC 275L Advanced Digital Photography Lab			
AAH	PHTC 298 Special Studies in Photography			

AAH	PHTC 298L Special Studies in Photography Lab			
AAH	SPAN 201 Intermediate Spanish 1			
COUN	HD 103 Career Planning *(DE)*			
CTE	ACCT 205, Managerial Accounting			
CTE	AUTO 231 Automatic Transmissions (General Motors)			
CTE	AUTO 232 Automatic Transmissions (Ford and Chrysler)			
CTE	AUTO 277 Electronic Engine Controls-General Motors Systems			
CTE	AUTO 278 Electronic Engine Controls-Ford/Chrysler Systems			
CTE	BUS 113, Business Communication *(DE)*			
CTE	BUS 212 Woman in Organization *(DE)*			
CTE	CA 171 Introduction to Networking *(DE)*			
CTE	CA 176 Windows Server Networking			
CTE	CA 182 Network Security			
CTE	CA 183 Security Countermeasures			
CTE	CIS 101 Introduction to Computer Information Science *(DE)*			
CTE	CIS 141 Introduction to Basic Programming			
CTE	CIS 145 Introduction to Visual Basic.Net Programming *(DE)*			
CTE	DRFT 130 Architectural Drafting I			
CTE	DRFT 240, Electronic Drafting			
CTE	ELEC 140 Commercial/Industrial Wiring and Cabling			Submitted
CTE	ELEC 150 Electrical Maintenance			
CTE	ELEC 160 Fundamentals of Motor Control			
CTE	ELEC 220 Advanced Motor Control-PLC			
CTE	ELEC 250 Electricians Journeyman Review			
CTE	ELTE 180 Microprocessor Systems			Submitted
CTE	ELTE 220 Microprocessor Systems II			
CTE	MGT 101 Management Principles *(DE)*			
CTE	MKTG 101 Principles of Marketing			
HSS	ATH 102L Practical Applications of Athletic Training I Lab			
HSS	FTEC 102 (I-200) Basic Incident Command System			
HSS	FTEC 111 Fire Protection Organization			
HSS	FTEC 112 Fire Prevention Technology			
HSS	FTEC 114 Building Construction for Fire Protection			
HSS	FTEC 115 Fire Behavior and Combustion			
HSS	FTEC 117 Preparing to be a Firefighter			
HSS	FTEC 120 (S-212) Wildfire Power Saws			
HSS	FTEC 122 Wildland Firefighter			
HSS	FTEC 125 Haz Mat First Responder Operations			
HSS	FTEC 126 Wildland Fire Behavior			
HSS	FTEC 127 Wildland Firefighter Safety and Survival			
HSS	FTEC 128 Wildland Fire Operations			
HSS	FTEC 129 Wildland Public Information Officer, Prevention and Investigation			
HSS	FTEC 130 Wildland Fire Logistics, Finance and Planning			
HSS	FTEC 131 (L-280) Followership to Leadership			
HSS	FTEC 132 (S-131) Advanced Firefighter Training			
HSS	FTEC 137 (S-211) Portable Pumps and Water Use			

HSS	FTEC 138 Wildland Engine Firefighter			
HSS	FTEC 141 (S-234) Ignition Operations			
HSS	FTEC 142 (P-151) Wildfire Origin and Cause Determination			
HSS	FTEC 144 (S-230) Single Resource Crew Boss			
HSS	FTEC 149 (S-260) Interagency Incident Business Management			
HSS	FTEC 150 (S-270) Basic Air Operations			
HSS	FTEC 222 Wildland Fire Control			
HSS	FTEC 240 Fuel Management and Fire Use			
HSS	FTEC 250 (I-300) Intermediate Incident Command System			
HSS	FTEC 295A Firefighter 1 Academy Module A			
HSS	FTEC 295AL Firefighter 1 Academy Module A Lab			
HSS	FTEC 295B Firefighter 1 Academy Module B			
HSS	FTEC 295BL Firefighter 1 Academy Module B Lab			
HSS	HE 201 Women's Health Issues			Submitted
HSS	NF 102 Nutrition and Food for Children			
HSS	RADT 103 Radiographic Positioning and Procedures I			
HSS	RADT 106 Radiographic Clinical Practicum IA			
HSS	RADT 107 Radiographic Positioning and Procedures II			
HSS	RADT 201 Radiographic Clinical Practicum III			
HSS	RADT 202 Radiographic Pathology			
HSS	RADT 207 Advanced Radiographic Procedures			
HSS	RCP 203 Seminar and Practicum in Respiratory Care I			
LIB	LIB 107 Information Literacy *(DE)*			
LIB	LIB 110 Introduction to Internet Research *(DE)*			
MSE	BIOL 201 General Human Anatomy *(DE)*			Submitted
MSE	BIOL 202 General Human Physiology *(DE)*			Submitted
MSE	GEOG 102 Physical Geography: Earth's Weather and Climate *(DE)*			
MSE	GEOG 105 Cultural Geography			
MSE	GEOG 106 California Geography			
MSE	MATH 135, Plane Trigonometry			
MSE	MATH 220 Linear Algebra			
MSE	PHYS 211 General Physics			Submitted
PALM	WE 199 Occupational Work Experience			
RL	ENGL 102 Critical Thinking and Literature *(DE)*			
RL	ENGL 103 Critical Thinking and Research *(DE)*			
RL	ENGL 221 American Literature, 1400-1865			
RL	ENGL 222 American Literature, 1865-Present			
RL	ENGL 225 English Literature, 800-1750			
RL	ENGL 227 English Literature, 1750-Present			
RL	ENGL 230 World Literature I			
RL	ENGL 231 World Literature 2			
RL	ENGL 235 Shakespeare: Tragedies and Histories			
RL	ENGL 236 Shakespeare: Comedies, Romances and Sonnets			
RL	ENGL 240 Studies in Poetry			
RL	ENGL 242 Studies in Fiction			
RL	ENGL 246 Studies in Drama			
RL	ENGL 250 Cross-Cultural Literature in America			

RL	ENGL 253 African American Literature			
RL	ENGL 256 Hispanic and Latin American Literatures			
RL	ENGL 257 Native American Literature			
RL	ENGL 259 Gender, Image, and Rhetoric			
RL	ENGL 279 Science Fiction and Dystopic Literature			
RL	ENGL 299 Special Topics in Literature			
RL	ESL 099 Advanced Composition *(DE)*			
RL	LAC 098 Math for Nursing			Submitted
RL	LAC 099 Dosage Calculation			Submitted
RL	LAC 900 Supervised Tutoring			Submitted
RL	LAC 901 Supervised Learning Assistance			Submitted
SBS	AJ 102, Criminal Law *(DE)*			
SBS	AJ 110, Terrorism Investigation			
SBS	AJ 201, Police in Society			
SBS	AJ 204, Juvenile Procedures			
SBS	AJ 208 Introduction to Forensic Science			
SBS	ANTH 102, Introduction to Cultural Anthropology			
SBS	ANTH 130, Field Archaeology in Latin America			
SBS	ANTH 140, Introduction to Archaeology			
SBS	CFE 109, Supervision and Administration of Childhood Programs I			
SBS	CFE 110 Supervision and Administration of Childhood Programs II			
SBS	ECON 110 Economics of the Underclass			
SBS	ID 220 Designing Residential Interiors			
SBS	ID 230 Fundamentals of Lighting Design			
SBS	ID 240 Fundamentals of Computer Aided Drafting and Design (CADD)			
SBS	ID 250 Professional Interior Design Business Practices			
SBS	ID 260 Residential Space Planning			
SBS	POLS 120 International Organizations			
SBS	POLS 201 Contemporary International Relations			
SBS	PSY 200 Introduction to Research Methods in Psychology			Submitted
SBS	PSY 233 Personal and Social Adjustment			Submitted
SBS	PSY 234 Abnormal Psychology			Submitted
SBS	PSY 235 Child Psychology			Submitted
SBS	PSY 244 Introduction to Counseling			Submitted
SBS	SOC 111 Issues and concepts in Aging *(DE)*			
SBS	SOC 116 Sociology of Gender and Sexuality			Submitted
SBS	SOC 120 Drugs, Society and Human Behavior			

IX. 2018-2019 Programs by Division that need to be revised and submitted to AP&P

Div	Program Title	Program Type	Status
AAH	DFST: Deaf Studies: American Sign Language	A.A. Degree	
AAH	DFST: Deaf Studies: American Sign Language	Certificate of Achievement:18 or greater units	Submitted
AAH	DM: Computer Animation	A.A. Degree	
AAH	DM: Computer Animation	Certificate of Achievement:18 or greater units	
AAH	DM: Digital Photographic Imaging	A.A. Degree	
AAH	DM: Digital Photographic Imaging	Certificate of Achievement:18 or greater units	

AAH	DM: Digital Printing	A.A. Degree	
AAH	DM: Digital Printing	Certificate of Achievement:18 or greater units	
AAH	DM: Video Design & Production	A.A. Degree	
AAH	DM: Video Design & Production	Certificate of Achievement:18 or greater units	
AAH	LAS: Arts and Humanities	A.A. Degree	Submitted
AAH	PHTC: Commercial Photography	A.A. Degree	
AAH	PHTC: Commercial Photography	Certificate of Achievement:18 or greater units	
COUN	CSU General Education	Certificate of Achievement:18 or greater units	
CTE	ACRV: Air Conditioning Specialist	A.S. Degree	Submitted
CTE	ACRV: Air Conditioning Specialist	Certificate of Achievement:18 or greater units	
CTE	ACRV: Air Conditioning-Refrigeration Specialist	A.S. Degree	Submitted
CTE	ACRV: Air Conditioning-Refrigeration Specialist	Certificate of Achievement:18 or greater units	Submitted
CTE	AERO: Aircraft Airframe	A.S. Degree	
CTE	AERO: Aircraft Airframe	Certificate of Achievement:18 or greater units	
CTE	AERO: Aircraft Powerplant	A.S. Degree	
CTE	AERO: Aircraft Powerplant	Certificate of Achievement:18 or greater units	
CTE	AUTO: Driveability, Emissions, and Electrical	A.S. Degree	
CTE	AUTO: Driveability, Emissions, and Electrical	Certificate of Achievement:18 or greater units	
CTE	MOA: Clinical Medical Assistant	A.S. Degree	
CTE	MOA: Clinical Medical Assistant	Certificate of Achievement:18 or greater units	
CTE	MOA: Medical Assistant	A.S. Degree	
CTE	MOA: Medical Assistant	Certificate of Achievement:18 or greater units	
CTE	OT: Administrative Medical Assistant	A.S. Degree	Submitted
CTE	OT: Administrative Medical Assistant	Certificate of Achievement:18 or greater units	Submitted
CTE	OT: Office Specialist	A.S. Degree	Submitted
CTE	OT: Office Specialist	Certificate of Achievement:18 or greater units	Submitted
CTE	OT: Office Technology: Administrative Assistant	A.S. Degree	Submitted
CTE	OT: Office Technology: Administrative Assistant	Certificate of Achievement:18 or greater units	Submitted
HSS	FTEC: Wildland Fire Technology	Certificate of Achievement:18 or greater units	
HSS	FTEC: Wildland Fire Technology	A.S. Degree	
HSS	RCP: Respiratory Therapy	A.S. Degree	Submitted
MSE	LAS: Math and Sciences	A.A. Degree	Submitted
MSE	MATH: Mathematics	A.S. Degree	
MSE	PSCI: Physical Sciences	A.S. Degree	Submitted
SBS	AJ:Administration of Justice	A.A. Degree	
SBS	CFE: School-Aged Child Care	A.A. Degree	
SBS	CFE: School-Aged Child Care	Certificate of Achievement:18 or greater units	
SBS	LAS: Social/Behavioral Sciences	A.A. Degree	Submitted

X. Course Deactivations Impact on Other Programs/Courses
A. AUTO 176 – Program revision required



ANTELOPE VALLEY COLLEGE

AP&P Minutes	Thursday, April 26, 2018 BE 314 3:00 – 5:30pm
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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:</u> Jeffrie Ahmad, Faculty Division Rep Bonnie Curry, Faculty Division Rep Riley Dwyer, Academic Dean Luis Echeverria, Faculty Division Rep Ibrahim Ganley, Faculty Division Rep Irit Gat, Faculty Division Rep Tooraj Gordi, 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 Tamira Palmetto Despain, Proxy Terry Rezek, Faculty Division Rep Tim Sturm, Faculty Division Rep Bonnie Suderman, Co-chair Deborah Sullivan-Ford, Faculty Division Rep LaDonna Trimble, Student Services Dean Les Uhazy, Technical Education Dean Darcy Wiewall, Co-chair</p>	<p><u>Committee Members Absent:</u> Jessica Eaton, Articulation Officer</p> <p><u>Community Members Present:</u> Cathy Hart</p>
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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 expressed her apologies for missing the last meeting but appreciated Dr. Mark McGovern’s work in running the meeting. She stated that she was in San Diego with the anthropology students.
II. Meeting Minutes – -4/12/2018	<i>All</i>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the meeting minutes for 4/12/2018 as presented. After a review of the document, no edits were requested. Motion carried, with 7 abstentions: Bonnie Suderman, Darcy Wiewall, Riley Dwyer, Mike Hutchison, Cynthia Littlefield, LaDonna Trimble, Tamira Palmetto Despain.</p>



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		<p><u>Follow Up Items:</u> None.</p>
<p>III. Informational Item –</p> <ul style="list-style-type: none"> -2017-2018 Meeting Schedule: 5/10/18 -Deactivations Impact AUTO 176 Family Consumer Sciences, AS -Courses due Fall 2018 -CurricUNET Workshops -CCE Course: Explore a Career as an Administrative Medical Assistant (Denied by MOA Faculty) - IGETC Certificate of Achievement Unit Issue 	<p><i>Darcy</i></p>	<p><u>Issues Discussed:</u></p> <p>Dr. Wiewall reminded the committee members that our next meeting on 5/10/18 is the last for this academic year. She also requested members to work to resolve the issues surrounding the deactivation impact list.</p> <p>The courses and programs due in fall are listed on the addendum. Faculty should be revising their courses and programs now to ensure they are approved before the end of the fall semester.</p> <p>Dr. Wiewall thanked the committee members who have already volunteered to hold a curricunet workshop. There are 3 members though who have not volunteered and it would be great if everyone participated. The list of workshops was email to all committee members, please share with the faculty in your area.</p> <p>Dr. Wiewall informed the committee members that the C&CS course Career as an Administrative Medical Assistant would not be returning to a future agenda for further consideration.</p> <p>Dr. Wiewall announced the issue with the IGETC Certificate of Achievement Unit value. The counselling department has requested that the committee revise the certificate to reduce the units to 37, as students are able to complete all the requirements in fewer units. Dr. Wiewall indicated that this item will return to the next agenda as an action item.</p> <p><u>Action Taken:</u></p> <p>A motion was made and seconded to add an item to the agenda, IGETC Certificate of Achievement Unit Issue. Motion carried.</p> <p><u>Follow Up Items:</u> None.</p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> -DE page in CurricUNET -Committee Goals -Goal 2: Calendar -Goal 3: Website/Handbook -Goal 4: Corporate Ed Process 	<p><i>Darcy</i></p>	<p><u>Issues Discussed:</u></p> <p>Dr. Wiewall requested the new DE page in Curricunet be brought up to share with the committee members the revisions based on the approved form from last year. Melissa Jauregui provided a short demo of the new page, which currently appears in a test site until the DE definitions are finalized.</p>



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		<p>Dr. Wiewall requested committee members to provide an update on the goals. She started by letting members know that she and Dr. Scott Lee would be working on the Website/Handbook at a meeting scheduled for the following week on Wednesday at 2:30p. Dr. Mark McGovern agreed to also attend the scheduled meeting and provide assistance with the review and edits.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>V. Action Item – Corporate/Community Svcs Approval: -Certificate in Infectious Diseases and Infection Control -Explore a Career in Medical Transcription -EKG Technician Program</p> <p>Additional Approval: -Instructional Material Fee List -Distance Education Definitions</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 amend the agenda to include an action item for DE Definitions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the three noted Corporate and Community Services courses. Dean Cathy Hart was present to answer questions regarding the courses and provide a background on each. After a review, not edits were requested. Motion carried by all members present.</p> <p>A motion was made and seconded to table the instruction material fee list. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the DE definitions. Dr. Wiewall requested committee members to review the white paper document written by Dr. Ed Beyer and consider the recommendations for revision sent by the Academic Senate. After much discussion and concern with the language noted in the document, committee members agreed to make minor adjustments to the Hybrid, Blended and Remote Classroom definitions which address the concerns sent by the Academic Senate. The committee members felt delineating the percent online for each area was unnecessary and defeats the original purpose of simplifying the process, while providing better communication to the students. Committee members also agreed that the original intent was no curriculum instruction would occur at the meetings required for hybrid, however blended courses allow instruction</p>



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		<p>to occur face-to-face. Committee members also requested that the schedule of classes list the section numbers with the different versions of distance education: OL# for online, HY# for hybrid, BL# for blended, and RC# for remote classroom offerings. The following changes were agreed upon by all members present:</p> <ul style="list-style-type: none">• Hybrid: change the word “majority” to “all”• Blended: add language to the end of the first sentence, “...,where no less than 51% of instruction occurs online.”• Remote Classroom: add a second sentence, “Students will be required to meet at designated sites.” Remove 4a and 4b. <p>Dr. Scott Lee and Tamera Palmetto both agreed that the edits discussed meet the recommendations from the Academic Senate. Motion carried with revisions.</p> <p><u>Follow Up Items:</u> None.</p>
<p>NEXT MEETING DATE: 5/10/18</p>		<p>A motion was made and seconded to adjourn the 4/26/2018 AP&P meeting at 4:10p. Dr. Wiewall expressed her thanks for every ones time at the meeting. Motion carried.</p>