

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: May 8, 2014  
LOCATION: BE 321 – Computer Room  
TIME: 3:06 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Linda Harmon	Donna Meyer	Edward Knudson, President Cynthia Littlefield, KAAD Rep Tooraj Gordi, Math/Engr Rep Giovanna Sanchez, Student Rep Les Uhazy, AA Dean
Shyann Blanco, proxy	Anne Hemsley	LaDonna Trimble	
Karen Cowell	Tom Hutchison	Denise Walker	
Luis Echeverria	Lisa Karlstein	Darcy Wiewall	
Lee Grishman	Scott Lee		
GUESTS PRESENT			
Kyle Jacobsen	Polly Robinson		

**2013-2014**  
**Academic Policies & Procedures Committee Meeting No. 12**  
**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

A motion was made and seconded to call the May 8, 2014 AP&P Committee Meeting to order at 3:06p.m. Mrs. Linda Harmon, AP&P Faculty Co-Chair, called the meeting to order at 3:06p.m. Motion carried.

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

Mrs. Linda Harmon indicated that she did not have any opening comments at this time.

**3. APPROVAL OF MINUTES**

**a. April 24, 2014 Minutes**

A motion was made and seconded to table item 3a. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. 2014-15 AP&P Deadline – Courses and Programs need to be approved by 11/13/2014 for Fall 2015 inclusion**

- CORs that need to be revised this 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

**b. CurricUNET Workshops:**

- Monday, May 12, 2014 from 11-1pm, BE 324
- Tuesday, May 13, 2014 from 3-5pm, BE 310
- Wednesday, May 14, 2014 from 2-4pm, BE 310
- Thursday, May 15, 2014 from 2:30-4:30pm, BE 310
- Friday, May 16, 2014 from 10-12pm, BE 310
- Monday, May 19, 2014 from 3-5pm, BE 310
- Tuesday, May 20, 2014, 9-11am, BE 311
- Wednesday, May 21, 2014, 8-10am, BE 324
- Thursday, May 22, 2014, 10-12pm, BE 311

Mrs. Linda Harmon requested committee members to review this list of scheduled workshops and email Melissa Jauregui the dates they can attend to provide curricular assistance to those faculty members who require it.

**c. CSUGE/IGETC Course Designation – Dr. Lee Grishman**

- IGETC
  1. AJ 204 – Area J
  2. AJ 210 – Area J
  3. GEOG 110 – Area 4E
  4. PSY 200 – Area 4I
  5. SOC 116 – Area 4J
- UC/CSU Transferable
  1. SOC 116
- CSU/GE
  1. CFE 211 – Area D7
  2. AJ 210 – Area D10
  3. AJ 204 – Area D10
  4. ART 136 – Area C1
  5. GEOG 110 – Area D5
  6. HD 102 – Area E
  7. KIN 100 – Area E
  8. PSY 200 – Area D9
  9. SOC 116 – Area D4
  10. SOC 116 – Area D7
  11. SOC 116 – Area D10
- CSU Transferable
  1. ENGL 100A
  2. ENGL 100C
  3. FTEC 111
  4. FTEC 112
  5. FTEC 113
  6. FTEC 114
  7. ID 240
  8. NS 101A
  9. NS 102A
  10. NS 103A
  11. NS 201A
  12. NS 202A
  13. NS 203A
  14. NS 204A
  15. NS 205A
  16. RADT 205

**d. AP&P Cochair replacement begins training summer 2014**

Mrs. Linda Harmon announced that Dr. Darcy Wiewall has been approved by the Academic Senate to take the role as AP&P Cochair. The committee thanked her for volunteer and Mrs. Linda Harmon indicated that training will start soon.

**e. The following courses were recently reviewed and approved to be added to the AVC GE course list:**

- Area B – Social & Behavioral Sciences
  1. AJ 204, Juvenile Procedures
  2. SOC 116, Sociology of Gender and Sexuality
- Area C – Humanities
  1. ART 136, Intermediate Wheel-Thrown Ceramics
  2. SOC 116, Sociology of Gender and Sexuality
- Area F – Diversity Studies
  1. SOC 116, Sociology of Gender and Sexuality
- Area E – Additional Breadth
  1. HD 102, Soldiers to Scholars

Dr. Lee Grishman indicated that SOC 116 does not qualify in AVC GE Area C and thus should be removed and approved as noted in action item 7a. This course does qualify in IGETC Area 4 also noted in 7a for approval.

**5. REPORT**

**a. Content Review and Course Validation Process for Course Requisites**

Mrs. Linda Harmon requested committee members to report any concerns raised by faculty within their division regarding this item. After a brief moment, no comments were shared and all division representatives indicated faculty were ok with the changes to the content review and course validation program for course requisites.

**b. Catalog Areas and Courses affected by MATH 050, MATH 060 and READ 097 being obsoleted**

Mrs. Linda Harmon requested committee members to report any concerns raised by faculty within their division regarding this item. After a brief moment, no comments were shared and all division representatives indicated faculty were ok with the changes that will be made to their course requisites.

**c. Credit by Examination (Challenge List)**

Mrs. Linda Harmon requested committee members to report any concerns raised by faculty within their division regarding this item. After a brief moment, no comments were shared and all division representatives indicated faculty were ok with the list of courses on the credit by examination with the changes already submitted to the committee.

**d. AVC College Mission**

Mrs. Linda Harmon requested committee members provide division faculty response to the mission statements as revised by the Language Arts faculty. A discussion took place regarding the “term team oriented professionals” and the word “campuses”.

**e. Accepting Upper Division Units to satisfy Lower Division Requirements, Maximum of 12 units**

Mrs. Linda Harmon requested committee members to report any concerns raised by faculty within their division regarding this item. After a brief moment, no comments were shared and all division representatives indicated faculty were ok with the 12 unit limit of upper division course work applying to lower division course work to satisfy program completion at AVC.

*Mrs. Linda Harmon requested a motion to approve adding the following to item 7 Action Items as committee members reported faculty were in agreement with these requested changes:*

*e. Content Review and Course Validation Process for Course Requisites*

*f. Catalog Areas and Courses affected by MATH 050, MATH 060 and READ 097 being obsolete*

*g. Credit by Examination (Challenge List)*

*h. Accepting Upper Division Units to satisfy Lower Division Requirements, Maximum of 12 units*

*A motion was made and seconded to amend the agenda as requested. Motion carried.*

**6. DISCUSSION**

**a. Repeatability for Journalism**

Mrs. Linda Harmon explained to the committee the faculty within the Journalism department requested this discussion item. Ms. Polly Robinson was present and requested the committee consider allowing students in the Journalism program the opportunity to repeat courses for another year while faculty work to revise the program. She indicated that if students are not able to repeat the classes, the newspaper production will not be able to continue. Mrs. Linda Harmon stated that if a CSU offers the courses as repeatable to satisfy the degree requirement then we could also offer our courses as repeatable. She was encouraged to research Journalism degree programs at CSUs and bring the documentation to Mrs. Melissa Jauregui if a program does require students to repeat Newspaper Production in order to complete the degree.

**7. ACTION ITEM**

**a. SOC 116, Add IGETC Area 4, delete AVC Area C**

A motion was made and seconded to approve item 7a SOC 116, Add IGETC Area 4 and delete AVC GE Area C. Motion carried without discussion.

**b. First Reading: New Course Development (COR Complete / SLO Complete)**

**i. HHA 102, Home Health Aide**

A motion was made and seconded to approve action item 7b i HHA 102, Home Health Aide new course development. Dr. Karen Cowell and Mrs. Linda Harmon were present to discuss the course development. It was noted that this course is considered vocational but non-transfer. Motion carried.

**c. First Reading: Substantial Course Revision (COR Complete / SLO Complete)**

**i. PHTC 205L, Documentary and Photojournalism Lab**

A motion was made and seconded to approve action item 7c i PHTC 205L, Documentary and Photojournalism Lab course revision. Ms. Lisa Karlstein was present to discuss the course revision and indicated that the accompanying lecture needs to be added to the agenda, if possible, as the two go hand-in-hand. After a brief moment, no revisions were requested. Motion carried.

*A motion was made and seconded to amend the agenda to add item 7c ii PHTC 205, Documentary and Photojournalism. Motion carried.*

**ii. PHTC 205, Documentary and Photojournalism**

A motion was made and seconded to approve action item 7c ii PHTC 205, Documentary and Photojournalism course revision. Ms. Lisa Karlstein was present to discuss the course revision, which included a title change. After a brief moment, no revisions were requested. Motion carried.

**d. First Reading: Substantial Program Revision (PLO Approved)**

**i. Radiologic Technology, Associate in Science**

A motion was made and seconded to approve action item 7d i Radiologic Technology, Associate in Science program revision. Dr. Karen Cowell and Mrs. Linda Harmon were present to discuss the program revision, which was required to maintain accreditation. After a brief moment, no revisions were requested. Motion carried.

*A motion was made and seconded to amend the agenda to add item 7d ii Registered Nursing, Associate in Science. Dr. Karen Cowell indicated that a requirement of the Nursing Board is that revised programs are published in the college catalog for one year prior to students being allowed to enroll in the program. The revisions to this program must be implemented fall 2015, which unfortunately means AP&P must approve the degree now, if possible, so it can be published in the college catalog this coming year. Motion carried.*

**ii. Registered Nursing, Associate in Science**

A motion was made and seconded to approve action item 7d ii Registered Nursing, Associate in Science program revision. Dr. Karen Cowell and Mrs. Linda Harmon were present to discuss the program revision, which was required to maintain accreditation. After a brief moment, no revisions were requested however it was noted that the program learning outcomes must be approved at the next Outcomes Committee meeting for the approval today to be valid. Motion carried with a condition of PLO approval no later than the end of May 2014.

**e. Content Review and Course Validation Process for Course Requisites**

**f. Catalog Areas and Courses affected by MATH 050, MATH 060 and READ 097 being obsolete**

**g. Credit by Examination (Challenge List)**

**h. Accepting Upper Division Units to satisfy Lower Division Requirements, Maximum of 12 units**

A motion was made and seconded to approved items 7e-f per reports provided above. Motion carried.

**8. 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	PLO	Recommended Plan of Study	CurricUNET Status
1. Agriculture Animal Sciences					
2. Agriculture Business					
3. Agriculture Plant Sciences					
4. Chemistry					
5. Computer Science					Cannot develop, no discipline on campus aligns with coursework
6. Economics					
7. Elementary Teacher Education					Cannot develop, no full-time faculty in area
8. Film, Television and Electronic Media					Cannot develop, no full-time faculty in area
9. Journalism					Cannot develop, no full-time faculty in area
10. Philosophy					
11. Spanish					

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

- |                               |               |                 |                  |
|-------------------------------|---------------|-----------------|------------------|
| 12. Administration of Justice | 16. English   | 19. History     | 22. Physics      |
| 13. Anthropology              | 17. Geography | 20. Kinesiology | 23. Psychology   |
| 14. Business Administration   | 18. Geology   | 21. Music       | 24. Theatre Arts |
| 15. Early Childhood Education |               |                 |                  |

**Chancellor’s Office Approved**

- |                           |                       |
|---------------------------|-----------------------|
| 25. Art History           | 28. Political Science |
| 26. Communication Studies | 29. Sociology         |
| 27. Mathematics           | 30. Studio Arts       |

**9. ADDITIONAL INFORMATION - C-ID REPORT FOR TMC’s**

C-ID DESCRIPTOR	COURSE	STATUS	EXPIRES	STATUS
AJ 110	AJ 101	CONDITIONAL	20-NOV-14	
AJ 120	AJ 102	CONDITIONAL	4-JAN-14	
AJ 160	AJ 201	NOT APPROVED		
AJ 220	AJ 204	CONDITIONAL	2-JAN-14	
ARTH 150	ART 104	NOT APPROVED		
BUS 115	BUS 113	CONDITIONAL	12-JUN-14	
BUS 120	BUS 201	CONDITIONAL	11-NOV-14	
BUS 125	BUS 203	CONDITIONAL	26-JUL-14	
ECE 230	CFE 116	CONDITIONAL	30-APR-15	
ECE 210	CFE 202	CONDITIONAL	27-JUN-14	
ECE 220	CFE 211	CONDITIONAL	30-APR-15	

ECE 130	CFE 213	NOT APPROVED		
CHEM 100	CHEM 101	NOT APPROVED		<i>Resubmit for CHEM 101</i>
ITIS 120	CIS 101	CONDITIONAL	1-JUL-14	
COMP 152	CIS 121	CONDITIONAL	2-APR-14	
COMM 130	COMM 107	CONDITIONAL	13-JAN-15	
ENGL 120	ENGL 102	CONDITIONAL	06-JAN-15	
GEOL 121	ERSC 101	CONDITIONAL	12-JUN-14	
	GEOG 101	NOT APPROVED		
HIST 130	HIST 107	NOT APPROVED		
HIST 140	HIST 108	CONDITIONAL	14-FEB-14	
JOUR 210	JOUR 123	NOT APPROVED		
KIN 100	KIN 190	NOT APPROVED		
KIN 101	KIN 191	CONDITIONAL	17-DEC-13	
SOCI 125	MATH 115	CONDITIONAL	20-SEP-14	
PHIL 110	PHIL 110	CONDITIONAL	16-OCT-14	
PHYS 100S	PHYS 101 PHYS 102	CONDITIONAL	13-FEB-14	
PHYS 105	PHYS 101	CONDITIONAL	13-FEB-14	
PHYS 110	PHYS 102	CONDITIONAL	13-FEB-14	
PHYS 200S	PHYS 110 PHYS 120 PHYS 211	CONDITIONAL	15-FEB-14	
PHYS 205	PHYS 110	CONDITIONAL	13-FEB-14	
PHYS 210	PHYS 120	CONDITIONAL	15-FEB-14	
PHYS 215	PHYS 211	CONDITIONAL	15-FEB-14	
PSY 200	SOC 200	CONDITIONAL	2-JUL-14	
SOCI 120	SOC 200	CONDITIONAL	25-JAN-14	
SPAN 220	SPAN 101HL	CONDITIONAL	19-AUG-14	
THTR 171	THA 102	CONDITIONAL	06-JAN-15	<b>Resubmitted</b>
THTR 175	THA 133	NOT APPROVED		

**10. ADDITIONAL INFORMATION – 2013-2014 Courses by Division that need to be revised and submitted to AP&P**

Course	Degree/Cert /GE Area	Last Taught	Scheduling Restrictions if not approved by 11/14/2013	Status
<b>Language Arts</b>				
COMM 215		None	Cannot schedule 14-15	<i>Submitted</i>
<b>Math/Science</b>				
MATH 070B		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
MATH 102A		Fall 12	Cannot schedule 14-15	<i>Submitted</i>
MATH 102B		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
<b>Social Science</b>				
WE 197		None	Cannot schedule 14-15	
WE 199		Spring 13	Cannot schedule 14-15	
<b>Technical Education</b>				
AUTO 276		Fall 13	Cannot schedule 14-15	<i>Submitted</i>
<b>Visual and Performing Arts</b>				
PHTC 205		Fall 12	Cannot schedule 14-15	<i>Submitted</i>
PHTC 205L		Fall 12	Cannot schedule 14-15	<i>Submitted</i>

**11. ADJOURNMENT**

A motion was made and seconded to adjourn the May 8, 2014 AP&P Committee meeting at 5:10p.m. Mrs. Linda Harmon reminded the committee members to log into CurricUNET and track the progress of each course in the approval process in their area to be sure they are moving along. 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.

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