

ANTELOPE VALLEY COLLEGE
Academic Affairs Office

DATE: February 13, 2013
LOCATION: BE 321 – Computer Room
TIME: 3:06 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Linda Harmon	LaDonna Trimble	Edward Knudson, President Cynthia Littlefield, KA&D Rep Giovanna Sanchez, Student Rep
Karen Cowell	Anne Hemsley	Les Uhazy	
Luis Echeverria	Tom Hutchison	Denise Walker	
Tooraj Gordi	Lisa Karlstein	Darcy Wiewall	
Lee Grishman	Scott Lee		
Glenn Haller, proxy	Donna Meyer		
GUESTS PRESENT			
Fredy Aviles	Mark Hoffer	Andrea Sanders	
David Babb	Glenn Knowles	Rich Sim	
Leslie Baker	Jonet Leighton	Elisabeth Sundberg	
Charlotte Forte-Parnell	Tim Lynskey	Christos Valiotis	
Scott Jenison	Tom O'Neil		

2013-2014
Academic Policies & Procedures Committee Meeting No. 7
MINUTES

1. CALL TO ORDER AND ROLL CALL

A motion was made and seconded to call the February 13, 2013 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 welcomed the committee back and indicated that the last meeting this academic year will be May 8, 2014. She announced so far we have approved 289 courses, 43 more courses will be approved at this meeting; however, 77 still need to be approved before February 27, 2014. The committee was also informed on the deadline to receive course approval for implementation in the Fall 2015 schedule and 2015-2016 catalog: November 13, 2014. The committee was encouraged to work with faculty to be sure courses due fall 2014 are submitted now in CurricUNET so to be sure courses are approved timely. Mrs. Harmon also indicated that the committee course decide to approve courses during this spring semester to lighten the load of courses that are reviewed in the fall. The courses approved March 2014-May 2014 would still be implemented on the same schedule as those courses approved fall 2014 however the committee will not be as inundated in the fall term. Mrs. Harmon also asked the committee to consider taking the whole of our courses and divide them into fourths so the committee will only ever review a fourth of the courses each year. She explained that in four years our committee will have to review almost 400 courses but 3 years later only 80 or so will be due. Perhaps the committee could work toward a schedule that all courses must follow and faculty would be encouraged to only review those courses on the list that are due. This will also ensure that all disciplines are reviewing a fourth of their courses each year and will use CurricUNET more frequently becoming more comfortable in the software. If the committee is truly interested in implementing this review cycle, we can bring this item back for further discussion and perhaps identify a workgroup to establish the cycle per course.

Mrs. Linda Harmon requested a motion to amend the agenda to add ART 230 and THA 102 to action item 6b(xxviii-xxix) and to table COMM 109 and COMM 217 action item 6b(viii and ix). A motion was made and seconded to amend the agenda as requested. Motion carried.

3. APPROVAL OF MINUTES

a. October 10, 2013 Minutes

b. October 24, 2013 Minutes

A motion was made and seconded to approved items 3a and 3b, meeting minutes for October 10, 2013 and October 24, 2013. After a brief moment, it was noted that revisions were not needed. Motion carried.

c. November 14, 2013 Minutes

A motion was made and seconded to table item 3c, November 14, 2013 meeting minutes. Motion carried.

4. INFORMATIONAL ITEMS

a. 2013-14 AP&P Deadline – Courses and Programs need to be approved by 2/27/2014 for Fall 2014 inclusion

• **CORs that need to be revised this academic year – List at the end of the agenda**

Mrs. Linda Harmon announced that to date only three courses that were required to be reviewed and approved this last fall semester have not been submitted and are noted at the end of the catalog. The three courses are COMM 215, SPAN 203, and AUTO 276, please work with the faculty responsible for these courses to ensure that if they are to remain in the college catalog, they are approved no later than February 27, 2014.

• **TMC Degrees that need to be developed and brought to AP&P – List at the end of the agenda**

Mrs. Linda Harmon requested an update on those transfer degrees that are listed under item 8. Dr. O'Neil indicated that Philosophy faculty is working to develop the TMC aligned degree. Ms. Jeffrie Ahmad spoke to the Spanish degree explaining that faculty is also developing the degree for entry in CurricUNET and review by this committee. The committee was reminded that we do not have full-time faculty in Elementary Education, Film, Television and Electronic Media, nor in Journalism so it is not likely that those degree will be developed. This is especially the case in Elementary Education and Journalism as many courses will likely need to be developed before the degree can be implemented.

• **C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda**

Mrs. Harmon also reminded the representatives to encourage faculty to review and revise those courses listed under item 9 since our degree approval by the Chancellor's Office is contingent upon C-Id approval.

b. CurricUNET Workshops:

- **Tuesday, February 25, 2014 from 10-12pm, BE 311 – Anne Hemsley**
- **Thursday, March 13, 2014 from 1-2:50pm, BE 310 – Donna Meyer**
- **Tuesday, March 25, 2014 from 1-3pm, BE 320 – Denise Walker**
- **Wednesday, April 9, 2014 from 10-12pm, BE 324 – Lisa Karlstein**

Mrs. Linda Harmon requested all the representatives to sign up for a workshop as these are our only means for assisting faculty through the revision process thus ensuring that all courses are approved by the deadline for fall 2014. Please send your availability to Melissa Jauregui so she can coordinate the room usage and notify faculty of the training opportunity.

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

IGETC – (Current)

1. ANTH 101L – Area C
2. BIOL 205 – Area B, C
3. CHIN 201 – Area 3B
4. CHIN 202 – Area 3B
5. GEOL 102L – Area 5A
6. MATH 124 – Area 2A
7. MATH 148 – Area 2A
8. THA 239 – Area 3A

CSU/GE - (Current)

1. ANTH 101L – Area B3
2. BIOL 205 – Area B2, B3
3. CFE 211 – Area D7
4. CHIN 201 – Area C2
5. CHIN 202 – Area C2
6. ENGR 125 – Area B4
7. MATH 148 – Area B4
8. NF 103 – Area E

Dr. Lee Grishman provided the committee with an update on those courses listed under item 4c. He indicated that both ANTH 101L and BIOL 205 were submitted for IGETC consideration as noted above. Unfortunately, THA 130 does not qualify for the recommended area; however, THA 239 does qualify and should be submitted. As requested, the designation was removed from THA 130 during the meeting and added to THA 239.

d. AP&P Cochair replacement begins training summer 2014

Mrs. Linda Harmon reminded the committee members that her term is up next spring and typically the replacement AP&P Cochair is identified this term so that person can shadow her through the last year before their term begins. She requested the committee representatives to think it over and volunteer if it is something that is interesting to them.

e. Repeatability documentation

<http://extranet.cccco.edu/Portals/1/AA/Credit/2013Files/CreditCourseRepetitionGuidelinesFinal070513.pdf>

- Dance
- Theater
- Athletic Training
- Kinesiology
- Music

- Commercial Music
- Intercollegiate Athletics

Mrs. Harmon announced that she along with Melissa Jauregui and Kyle Jacobsen attended a conference on repeatability at the later part of November. It was explained at that time that documentation previously submitted and accepted by this committee is not entirely inline with the new regulations. This has been communicated to a few faculty members already who have expressed their concerns with student access under the new regulations. Mr. McCully was in the Academic Affairs office today explaining his confusion as the lack of repeatability in Banner is limiting students unnecessarily since a few of their courses do qualify under the new regulations. Since we have acquired this new information on what truly qualifies a course to be repeatable, which is that it is a required core course for a major at a CSU or UC not a core course part of an elective list, we truly can move forward with finalizing the repeatability documents. Mrs. Harmon indicated that she will meet with all faculty who are impacted by repeatability together in one room so to finally communicate course requirements to qualify for repeatability.

5. REPORT ITEM

a. Dance Repeatability – Cindy Littlefield

b. Athletics Repeatability – Jerry Lewis

Items 5a and 5b will be handled through the repeatability meeting, which Linda Harmon will call with those faculty who are impacted by repeatability. These discipline documents along with the others listed in item 4e will return to the second meeting in March for approval.

c. Taskforce Report on Score Card for English as a Second Language – Scott Jenison

- ESL 018, ESL Reading and Writing 1
- Hybrid: ESL 018, ESL Reading and Writing 1
- ESL 019, ESL Skills Building 1
- ESL 020, ESL Vocabulary and Pronunciation 2
- ESL 023, ESL Grammar 2
- Hybrid: ESL 023, ESL Grammar 2
- ESL 028, ESL Reading and Writing 2
- Hybrid: ESL 028, ESL Reading and Writing 2
- ESL 029, ESL Skills Building 2
- ESL 030, ESL Vocabulary and Pronunciation 3
- ESL 033, ESL Grammar 3
- Hybrid: ESL 033, ESL Grammar 3
- ESL 038, ESL Reading and Writing 3
- Hybrid: ESL 038, ESL Reading and Writing 3
- ESL 039, ESL Skills Building 3
- ESL 040, ESL Vocabulary and Pronunciation 4
- ESL 043, ESL Grammar 4
- Hybrid: ESL 043, ESL Grammar 4
- ESL 048, ESL Reading and Writing 4
- Hybrid: ESL 048, ESL Reading and Writing 4
- ESL 049, ESL Skills Building 4
- ESL 058, ESL Reading and Writing 5
- Hybrid: ESL 058, ESL Reading and Writing 5
- ESL 059, ESL Skills Building 5

Mrs. Linda Harmon indicated that she would like to see these courses approved at the next AP&P meeting but has concerns since at a previous meeting it was reported that the program was streamlining by way of not scheduling four courses: ESL 029, 039, 049, and 059. She requested that if faculty does not feel these courses are critical for student success then please deactivate the courses in CurricUNET. Ms. Jeffrie Ahmad said she would contact the faculty with this request.

d. Content Review and Course Validation Process for Prerequisites

Unfortunately, the documentation was not ready to be presented at this meeting.

6. ACTION ITEM

a. Non-Substantial Course Revisions (Consent Agenda Item) (COR Complete / SLO Complete)

- ATH 100, Introduction to Athletic Training
- ATH 102L, Practical Applications of Athletic Training I Lab
- ATH 103, Practical Applications of Athletic Training II
- ATH 103L, Practical Applications of Athletic Training II Lab

- v. CIS 113, Data Structures
- vi. CIS 123, Assembly Language and Computer Architecture
- vii. CIS 141, Introduction to BASIC Programming
- viii. CIS 145, Introduction to Visual BASIC.NET Programming
- ix. DA 101, Dance Appreciation
- x. DA 106, Ballroom Dance
- xi. DA 107A, Dance Performance
- xii. DA 107B, Dance Performance
- xiii. DA 107C, Dance Performance
- xiv. DA 108, Dance Ensemble
- xv. DA 113, World Dance-Ethnic Forms
- xvi. DA 116, Dance Improvisation
- xvii. DA 204, Advanced Jazz Dance
- xviii. DRFT 130, Architectural Drafting I
- xix. DRFT 240, Electronic Drafting
- xx. ELTE 180, Microprocessor Systems
- xxi. ENGR 130, Materials Science
- xxii. ENGR 130L, Materials Science Lab
- xxiii. ENGR 210, Statics
- xxiv. ENGR 210PS, Statics Problem Solving Session
- xxv. KIN 113, Advanced Soccer Techniques
- xxvi. MATH 070A, Elementary Algebra - First Half with SAS
- xxvii. NF 150, Food and Culture
- xxviii. NS 121, 121CL, Obstetrical, Neonatal and Women's Health Nursing
- xxix. PHIL 201, Critical Thinking
- xxx. SPAN 101HL, Elementary Spanish for Heritage Learners I
- xxxi. VN 109, Fundamentals of Patient Care for Vocational Nurses
- xxxii. VN 112, Nursing to Promote Self-Care Agency in the Adult
- xxxiii. WDTO 101, Applied Water Treatment and Distribution Mathematics
- xxxiv. WDTO 115, Water Distribution I
- xxxv. WDTO 120, Water Treatment I

A motion was made and seconded to approve all courses listed under item 6a Non-Substantial course revision. Mrs. Harmon reminded the committee members that these courses have been reviewed and approved by the Dean, AP&P representative, and herself. Motion carried. A second motion was made and seconded to approve the course content of those courses listed under 6a. Motion carried.

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

i. CFE 107, Literacy for Young Children

A motion was made and seconded to approve CFE 107, Literacy for Young Children course revisions. Ms. Andrea Sanders was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

ii. CFE 116, Diversity in Early Childhood Education

A motion was made and seconded to approve CFE 116, Diversity in Early Childhood Education course revisions. Ms. Andrea Sanders was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

iii. CFE 122, Infant/Toddler Strategies

A motion was made and seconded to approve CFE 122, Infant/Toddler Strategies course revisions. Ms. Andrea Sanders was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

iv. CFE 211, Health, Safety and Nutrition for the Young Child

A motion was made and seconded to approve CFE 211, Health, Safety and Nutrition for the Young Child course revisions. Ms. Andrea Sanders was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

v. CIS 121, Computer Mathematics

A motion was made and seconded to approve CIS 121, Computer Mathematics course revisions. Dr. Tom O'Neil and Ms. Donna Meyer were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

vi. Hybrid: CIS 145, Introduction to Visual BASIC.NET Programming

A motion was made and seconded to approve Hybrid: CIS 145, Introduction to Visual BASIC.NET Programming course revisions. Dr. Tom O'Neil and Ms. Donna Meyer were present to discuss the course and answer questions. After a brief moment it was requested that the first sentence of the second section be adjusted and with the approval of the dean and representative, the change was made during the meeting. Motion carried with revision.

vii. CIS 159, SUSE Linux Server Administration

A motion was made and seconded to approve CIS 159, SUSE Linux Server Administration course revisions. Dr. Tom O'Neil and Ms. Donna Meyer were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

viii. COMM 109, Small Group Communication

ix. COMM 217, Gender and Communication

Tabled per motion above.

x. DA 111, Choreography

A motion was made and seconded to approve DA 111, Choreography course revisions. Dr. Karen Cowell, dean proxy, and Mr. Glenn Haller were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xi. DA 115, Dance Repertory

A motion was made and seconded to approve DA 115, Dance Repertory course revisions. Dr. Karen Cowell, dean proxy, and Mr. Glenn Haller were present to discuss the course and answer questions. After a brief moment it was requested that the content review process be completed for the newly established advisories. Motion carried pending revisions. A second motion was made and seconded to approve the course content. Motion carried.

xii. FTEC 113, Fire Protection Equipment and Systems

A motion was made and seconded to approve FTEC 113, Fire Protection Equipment and Systems course revisions. Mr. Tom Hutchison was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xiii. GEOG 101L, Physical Geography Lab: Earth's Surface Landscapes

A motion was made and seconded to approve GEOG 101L, Physical Geography Lab: Earth's Surface Landscapes course revisions. Dr. Les Uhazy and Dr. Anne Hemsley were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xiv. KIN 112A, Beginning Soccer

A motion was made and seconded to approve KIN 112A, Beginning Soccer course revisions. Dr. Karen Cowell, dean proxy, and Mr. Glenn Haller were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xv. KIN 112B, Intermediate Soccer

A motion was made and seconded to approve KIN 112B, Intermediate Soccer course revisions. Dr. Karen Cowell, dean proxy, and Mr. Glenn Haller were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xvi. NF 100, Nutrition

A motion was made and seconded to approve NF 100, Nutrition course revisions. Dr. Karen Cowell and Ms. Denise Walker were present to discuss the course and answer questions. After a brief moment it was

decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xvii. Online: NF 100, Nutrition

A motion was made and seconded to approve Online: NF 100, Nutrition course revisions. Dr. Karen Cowell and Ms. Denise Walker were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions.

xviii. Hybrid: NF 100, Nutrition

A motion was made and seconded to approve Hybrid: NF 100, Nutrition course revisions. Dr. Karen Cowell and Ms. Denise Walker were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions.

xix. PHIL 110, Introduction to Logic

A motion was made and seconded to approve PHIL 110, Introduction to Logic course revisions. Dr. Tom O'Neil and Dr. Darcy Wiewall were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xx. Hybrid: PHIL 110, Introduction to Logic

A motion was made and seconded to approve Hybrid: PHIL 110, Introduction to Logic course revisions. Dr. Tom O'Neil and Dr. Darcy Wiewall were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions.

xxi. PHYS 101, Introductory Physics

A motion was made and seconded to approve PHYS 101, Introductory Physics course revisions. Mr. Christos Valiotis was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxii. PHYS 102, Introductory Physics

A motion was made and seconded to approve PHYS 102, Introductory Physics course revisions. Mr. Christos Valiotis was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxiii. PHYS 110, General Physics

A motion was made and seconded to approve PHYS 110, General Physics course revisions. Mr. Christos Valiotis was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxiv. PHYS 120, General Physics

A motion was made and seconded to approve PHYS 120, General Physics course revisions. Mr. Christos Valiotis was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxv. Online: SPAN 101HL, Elementary Spanish for Heritage Learners I

A motion was made and seconded to approve Online: SPAN 101HL, Elementary Spanish for Heritage Learners I course revisions. Dr. Karen Cowell, dean proxy, and Ms. Jeffrie Ahmad were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions.

xxvi. Hybrid: SPAN 101HL, Elementary Spanish for Heritage Learners I

A motion was made and seconded to approve Hybrid: SPAN 101HL, Elementary Spanish for Heritage Learners I course revisions. Dr. Karen Cowell, dean proxy, and Ms. Jeffrie Ahmad were present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions.

xxvii. THA 103, Introduction to Stage Lighting

A motion was made and seconded to approve THA 103, Introduction to Stage Lighting course revisions. Ms. Jonet Leighton was present to discuss the course and answer questions. After a brief moment a

request was made to remove the repeatability for the course, as it does not qualify under the new regulations. Motion carried with revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxviii. ART 230, Human Figure Painting (Added per motion above)

A motion was made and seconded to approve ART 230, Human Figure Painting course revisions. Mr. Glenn Knowles was present to discuss the course and answer questions. After a brief moment it was decided that adjustments were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

xxix. THA 102, Introduction to Stagecraft (Added per motion above)

A motion was made and seconded to approve THA 102, Introduction to Stagecraft course revisions. Ms. Jonet Leighton was present to discuss the course and answer questions. After a brief moment a request was made to remove the repeatability for the course, as it does not qualify under the new regulations, and replace MATH 050 with MATH 070 as an advisory. Motion carried with revisions. A second motion was made and seconded to approve the course content. Motion carried.

c. First Reading: New Course Development

i. AJ 210, Police in Society

A motion was made and seconded to approve AJ 210, Police in Society course development. Mr. Tim Lynskey was present to discuss the course and answer questions as this course is needed for the transfer model curriculum degree set forth by the state. After a brief moment it was decided that adjustments were necessary to the proficiency section and homework area. The requested changes were made during the meeting and will out additional revisions being required, the course was approved. Motion carried without additional revisions. A second motion was made and seconded to approve the course content. Motion carried.

ii. ART 136, *Intermediate Wheel-Thrown Ceramics

A motion was made and seconded to approve ART 136, *Intermediate Wheel-Thrown Ceramics course development. Mr. David Bab and Rich Sim were present to discuss the course and answer questions. Motion carried without revision. A second motion was made and seconded to approve the course content. Motion carried.

iii. ENGL 100A, Analytical Writing

A motion was made and seconded to approve ENGL 100A, Analytical Writing course development. Mr. Mark Hoffer was present to discuss the course and answer questions regarding this stand alone course. Several questions were asked regarding the audience this course is intended to reach and whether this course is part of the TMC. It was stated that this course is not part of the TMC degree but instead is an alternate path to ENGL 101. This course along with ENGL 100C and 100R can be taken in lieu of ENGL 099, thus reducing the number of units needed in the basic skills series since these courses are actually transfer level and do not count toward basic skills. Dean Trimble asked if this series would allow student to avoid the portfolio project required in ENGL 099, which technically yes it would. A question was asked whether the sequence of courses needed to be taken in a particular order. Mr. Hoffer indicated the courses can be taken by any student, not just those who are trying to qualify to take ENGL 101, so therefore they do not need to be taken in order but they will be marketed as ARC. Dr. Cowell felt that it would be important to establish prerequisites so students not only know which course to take but also when the sequence has been completed and they can move on. Dean Trimble agreed that without requisites students may be confused as to which course to take. After a brief moment, it was decided that revisions were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

iv. ENGL 100C, Critical Thinking

A motion was made and seconded to approve ENGL 100C, Critical Thinking course development. Mr. Mark Hoffer was present to discuss the course and answer questions regarding this stand alone course. After a brief moment, it was decided that revisions were not necessary. Motion carried without revisions. A second motion was made and seconded to approve the course content. Motion carried.

v. ID 240, Fundamentals of Computer Aided Drafting and Design (CADD)

A motion was made and seconded to approve ID 240, Fundamentals of Computer Aided Drafting and Design (CADD) course development. Ms. Leslie Baker was present to discuss the course and answer questions. After a brief moment it was requested that the content review process within CurricUNET be completed for all course requisites. Motion failed.

vi. KIN 100, Introduction to Kinesiology

A motion was made and seconded to approve KIN 100, Introduction to Kinesiology course development. Mr. Glenn Haller was present to discuss the course and answer questions. After a brief moment it was requested that the math proficiency section be completed and the SAM code be identified as E. It was also noted that CSU GE area E was requested. Motion carried with revision. A second motion was made and seconded to approve the course content. Motion carried.

vii. NS 102A, Maternal and Newborn Nursing

A motion was made and seconded to approve NS 102A, Maternal and Newborn Nursing course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

viii. NS 103A, Medical Surgical I

A motion was made and seconded to approve NS 103A, Medical Surgical I course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

ix. NS 201A, Psychiatric-Mental Health Nursing

A motion was made and seconded to approve NS 201A, Psychiatric-Mental Health Nursing course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

x. NS 202A, Medical Surgical II

A motion was made and seconded to approve NS 202A, Medical Surgical II course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

xi. NS 203A, Pediatrics

A motion was made and seconded to approve NS 203A, Pediatrics course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

xii. NS 204A, Medical/Surgical Nursing III

A motion was made and seconded to approve NS 204A, Medical/Surgical Nursing III course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

xiii. NS 205A, Transition to Professional Nursing

A motion was made and seconded to approve NS 205A, Transition to Professional Nursing course development. Ms. Liz Sundberg was present to discuss the course and answer questions. After a brief moment it was requested that the following items be completed: proficiency links for reading, writing and mathematics; content review process for each requisite; the SAM code double-checked; max enrollment be consistent across all courses; transfer designation verified for consistency across all courses; and TOP code identified. Motion failed.

xiv. PSY 200, Introduction to Research Methods in Psychology

A motion was made and seconded to approve PSY 200, Introduction to Research Methods in Psychology course development. Dr. Fredy Aviles was present to discuss the course and answer questions, as this course is needed for the transfer model curriculum degree set forth by the state. After a brief moment it was requested that the proficiency links for reading, writing and mathematics be completed along with the content review process for each requisite. It was also requested that the non-standard language noted on the requisites be considered for removal, as typically this type of language does not appear in this section. Since the faculty was present to make the revisions during the meeting the committee was able to review the course once again after adjustments were made. Motion carried without addition revisions. A second motion was made and seconded to approve the course content. Motion carried.

xv. RADT 205, Radiographic Clinical Practicum IV

A motion was made and seconded to approve RADT 205, Radiographic Clinical Practicum IV course development. Dr. Karen Cowell and Ms. Denise Walker were present to discuss the course and answer questions. After a brief moment it was requested that the proficiency links for reading, writing and mathematics be completed along with the content review process for each requisite. Motion failed.

d. Course Deactivation

- i. DA 109, Dance and Technology**
- ii. ENGL 226, English Literature, 1750-1900**

A motion was made and seconded to approve designating the courses listed as deactivated. Motion carried.

7. INFORMATIONAL ITEM

a. Non-Substantial Course Revisions (COR Complete / SLO Needed)

- **ELTE 125, Direct Current and Alternating Current Principles**
- **ELTE 130, Digital Circuit Analysis**
- **ELTE 135, Analog Circuit Analysis**
- **ELTE 235, Electronic Communications I**
- **KIN 102, Water Aerobics**

b. New Course Development

- **PHTC 102L, Directed Photo Lab Studies**

c. Course Deactivation

- **PSY 218, Psychology of Women**
- **READ 097, Reading Comprehension for College Success**

Mrs. Linda Harmon reminded the representatives to work with those faculty members who are responsible for submitting the paper SLO revision form for courses listed under 7a and 7b. The SLO revision must be submitted to the SLO committee via paper form and approved before AP&P review and approval of the COR. She also informed the committee that the course noted under 7c will return to the next meeting for approval to be deactivated at the request of the faculty in those disciplines.

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. Computer Science					
2. Elementary Teacher Education					
3. Film, Television and Electronic Media					
4. Journalism					
5. Philosophy					
6. Spanish					

Completed AVC AA-T/AS-T Degrees

- | | | | |
|-------------------------------|---------------|-----------------|------------------|
| 7. Administration of Justice | 11. English | 14. History | 17. Physics |
| 8. Anthropology | 12. Geography | 15. Kinesiology | 18. Psychology |
| 9. Business Administration | 13. Geology | 16. Music | 19. Theatre Arts |
| 10. Early Childhood Education | | | |

Chancellor's Office Approved

- | | |
|---------------------------|-----------------------|
| 20. Art History | 22. Mathematics |
| 21. Communication Studies | 23. Political Science |

Mrs. Linda Harmon reminded the committee again that at this time we cannot develop the TMC in four degree areas: Elementary Teacher Education; Film, Television and Electronic Media; Computer Science; and Journalism. We currently do not have a discipline courses in computer science and we do not have full-time faculty in the other three areas to develop the additional courses needed to support the transfer degree.

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 110	BUS 101	CONDITIONAL	13-MAY-14	Approved 2/10/2014
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	27-JUN-14	
ECE 210	CFE 202	CONDITIONAL	27-JUN-14	
ECE 220	CFE 211	CONDITIONAL	8-APR-14	
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		
GEOL 100L	GEOL 101L	CONDITIONAL	12-JUN-14	
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 130	PSY 212	CONDITIONAL	2-JUL-14	Approved 11/25/2013
SOCI 140	PSY 219	CONDITIONAL	20-SEP-14	Designated as Obsolete
PSY 115	PSY 233	CONDITIONAL	1-JUL-14	Approved 12/2/2013
PSY 120	PSY 234	NOT APPROVED		Approved 10/22/2013
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	Resubmitted
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	Last Taught	Scheduling Restrictions if	Status
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	/GE Area		not approved by 11/14/2013	
Business				
CIS 101		Summer 13	Cannot schedule 14-15	
CIS 113		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CIS 121		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CIS 123		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CIS 141		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CIS 145		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CIS 159		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
Health Sciences				
CFE 101		Summer 13	Cannot schedule 14-15	<i>Submitted</i>
CFE 107		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CFE 122		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
CFE 201		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
NF 100		Summer 13	Cannot schedule 14-15	<i>Submitted</i>
NF 150		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
VN 109		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
VN 112		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
Kinesiology				
DA 101		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 106		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 107A		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 107B		Spring 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 107C		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 108		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 109		None	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 111		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 113		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 115		Spring 07	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 116		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DA 204		Spring 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
KIN 112A		None (PE/KIN)	Cannot schedule 14-15	<i>Submitted – Agenda</i>
KIN 112B		None (PE/KIN)	Cannot schedule 14-15	<i>Submitted – Agenda</i>
KIN 113		Summer 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
KIN 196		Spring 12 (as PE 196)	Cannot schedule 14-15	<i>Submitted</i>
Language Arts				
COMM 109		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
COMM 215		None	Cannot schedule 14-15	
ENGL 226		Spring 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ESL 018		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 019		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 020		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 023		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 028		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 029		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 030		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 033		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 038		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 039		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 040		Spring 13	Cannot schedule 14-15	<i>Submitted</i>

ESL 043		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 048		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 049		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 058		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
ESL 059		Spring 13	Cannot schedule 14-15	<i>Submitted</i>
READ 150		Fall 11	Cannot schedule 14-15	<i>Submitted</i>
SPAN 203		Fall 08	Cannot schedule 14-15	
Math/Science				
DRFT 130		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
DRFT 240		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ENGR 130L		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ENGR 130		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ENGR 210PS		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ENGR 210		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
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>
WDTO 101		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
WDTO 115		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
WDTO 120		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
Social Science				
ED 175		Spring 08	Cannot schedule 14-15	<i>Submitted</i>
PSY 218		Fall 08	Cannot schedule 14-15	<i>Submitted – Agenda</i>
WE 197		None	Cannot schedule 14-15	
WE 199		Spring 13	Cannot schedule 14-15	
Technical Education				
AERO 180		Fall 10	Cannot schedule 14-15	
AUTO 276		Fall 09	Cannot schedule 14-15	
ELTE 180		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>
ELTE 235		Fall 12	Cannot schedule 14-15	<i>Submitted – SLOs NEEDED</i>
FTEC 113		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
Visual and Performing Arts				
PHTC 205		Fall 12	Cannot schedule 14-15	<i>Submitted</i>
PHTC 205L		Fall 12	Cannot schedule 14-15	<i>Submitted</i>
THA 102		Fall 12	Cannot schedule 14-15	<i>Submitted – Agenda</i>
THA 103		Spring 13	Cannot schedule 14-15	<i>Submitted – Agenda</i>

11. ADJOURNMENT

A motion was made and seconded to adjourn the February 13, 2014 AP&P Committee meeting at 5:25p.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.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Dr. Edward Beyer, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection 72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.