

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: March 24, 2011  
LOCATION: BE 323 – Computer Room  
TIME: 3:05 p.m.

<u>MEMBERS PRESENT</u>		<u>MEMBERS ABSENT</u>
Beverly Beyer, faculty	Rick Motawakel, Faculty	Margaret Drake, Dean
Nancy Cholvin, faculty	David Newman, Faculty	Linda Harmon, Faculty
Maria Clinton, Cochair	Mike Rios, proxy	Mrs. Sharon Lowry, V. P. Academic Affairs
De’Nean Coleman-Carew	Duane Rumsey, Faculty	Sarah Rothenberg, ASO Student
Lee Grishman, Articulation	LaDonna Trimble, Dean	
Lisa Karlstein, Faculty	Les Uhazy, Dean	
Scott Lee, Faculty	Darcy Wiewall, Faculty	
Cynthia Littlefield, Faculty		
<u>GUESTS PRESENT</u>		
Leslie Baker	Tooraj Gordi	
Rick Balogh	Tom Graves	
Sharon Beckman	Tom O’Niel	
Ed Beyer	Melissa Ramiro	
Karen Cowell		

---

**2010-2011**  
**Academic Policies & Procedures Committee Meeting No. 10**  
**MINUTES**

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

A motion was made and seconded to call the March 24, 2011 AP&P Committee Meeting to order at 3:05 p.m. Ms. Maria Clinton, AP&P Faculty Co-Chair, called the meeting to order at 3:05 p.m. Motion carried. Ms. Maria Clinton requested a motion to amend the agenda to include 6b DE Committee Responsibilities in CurricUNET. A motion was made and seconded to amend the agenda to include 6b as stated. Motion carried.

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

**a. CurricUNET Across Campus**

Ms. Maria Clinton stated that last semester she conducted several training events to help faculty through the CurricUNET process, in addition to attending division meetings. Although she has been very busy this semester, she has continued to attend various division meetings to discuss the new software and even though we have had some complications with the implementation of CurricUNET the process as a whole has been relatively easy. She also stated that as we become more familiar with the electronic process its important for our committee to continue to support this software so that our faculty adapt to the new process. She reminded the representatives that it is their responsibility to train their faculty in the use of CurricUNET. She continued to state that Melissa Jauregui met with the Mathematics faculty to explain the process within CurricUNET, however, it important that the AP&P Representatives be looked to for guidance when navigating the new electronic process for submitting course revisions. Melissa Jauregui is available to assist the AP&P Representatives with a presentation; however, she is not to conduct any future training.

**3. APPROVAL OF MINUTES**

**a. February 24, 2011**

Ms. Maria Clinton requested a motion to approve item 3a Approval of Minutes: February 24, 2011. A motion was made and seconded to approve item 3a Approval of Minutes: February 24, 2011. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. Technical Review Committee Member**

Ms. Maria Clinton stated that she is still waiting for a member of the committee to volunteer to serve a one-year term on the Technical Review Committee. If a person wished to volunteer, simply send an email to Maria Clinton and copy Melissa Jauregui.

**b. AP&P 2011-2014 Replacement Term:**

- i. Business, Computers & Economics - Mrs. Beverly Beyer, proxy Steve Sodegren for Fall 2011

- ii. Language Arts – Jeffrie Ahmad
- iii. Science -
- iv. Technical Education - Mr. Tom Hutchison

Ms. Maria Clinton thanked Mrs. Beverly Beyer for renewing her term as AP&P Representative for Business, Computers & Economics. She also stated that Jeffrie Ahmad from Language Arts and Tom Hutchison from Technical Education have stepped forward to serve a three-year term on our committee. She asked David Newman if anyone from Science has volunteered to serve, which Dr. Newman responded that there may be one person who will step forward and he would send notification to the committee when a new representative from Science was known.

## 5. REPORT ITEMS

### a. Upper Division Units – (Maximum number of units allowed)

Ms. Maria Clinton requested the division representatives to report comments and recommendations from the division faculty on the maximum upper division units that a student can transfer to Antelope Valley College. Dr. Karen Cowell, Dean of Health Sciences, stated that this would be a little problematic for the nursing program since her courses are considered upper division course work at California State University, Northridge. Dr. Darcy Wiewall's and Dr. David Newman's divisions each felt that the use of percentages would be best in considering students number of units. Dr. Lee Grisham stated that a limit in unit value was necessary and exceptions can be made on a case-by-case basis. Mr. Duane Rumsey requested that more information be sent to the AP&P Representatives regarding this topic so that the divisions can make a decision. Ms. Maria Clinton requested that Mrs. Melissa Jauregui to send the information via email no later than March 25, 2011 to the AP&P Representatives. This item will return to the April 28, 2011 AP&P Agenda as an Action item.

### b. International Baccalaureate (IB) and College Level Examination Program (CLEP)

### c. Attendance Policy for Distance Education Courses

Ms. Maria Clinton stated that additional information regarding both items 5a and 5b will be sent to the AP&P Representatives via email no later than March 25, 2011. These items will also return to the April 28, 2011 AP&P Agenda as an Action item.

## 6. DISCUSSION ITEMS

### a. Mission Statement Review

Ms. Maria Clinton stated that it is our annual duty to review the mission statement with our divisions. She requested that the representatives discuss this item with their divisions and bring recommendations for revision back to the committee for review and approval.

### b. DE Committee Responsibilities in CurricUNET

Ms. Maria Clinton reported that the DEC committee is not sure how to review the distance education forms built into CurricUNET and a process should be created so these forms are maintained. Mrs. Beverly Beyer, has been reviewing these documents thoroughly acting as the DEC liaison for the AP&P Committee when she was on the technical review subcommittee. Mrs. Beyer indicated that new faculty who are seeking the approval of a new distance education course should first consult with the Distance Education Committee. Dr. Edward Beyer was presented and stated that online course have to start in blackboard. Ms. Clinton requested a representative to create a process to address this issue. Nancy Cholvin, Beverly Beyer and Rick Balogh agreed to develop this process and report back to the AP&P Committee.

## 7. ACTION ITEMS – Consent Items – Non-Substantial Course Revisions

- |   |                           |
|---|---------------------------|
| a. ACRV 112 – Basic Refrigeration Systems                       | 5 units, 10 hours weekly  |
| b. ACRV 113 – Basic Refrigeration Controls                      | 5 units, 10 hours weekly  |
| c. ACRV 115 – Basic Refrigeration Systems and Controls          | 10 units, 20 hours weekly |
| d. ACRV 122 – Residential Air Conditioning Systems              | 5 units, 10 hours weekly  |
| e. ACRV 123 – Residential Air Conditioning Controls             | 5 units, 10 hours weekly  |
| f. ACRV 125 – Residential Air Conditioning Systems and Controls | 10 units, 20 hours weekly |
| g. ACRV 212 – Commercial Refrigeration Systems                  | 5 units, 10 hours weekly  |
| h. ACRV 213 – Commercial Refrigeration Controls                 | 5 units, 10 hours weekly  |
| i. ACRV 222 – Commercial Air Conditioning Controls              | 5 units, 10 hours weekly  |
| j. ACRV 223 – Commercial Air Conditioning Systems               | 5 units, 10 hours weekly  |
| k. AUTO 100 – Basic Automotive                                  | 2 units, 2 hours weekly   |
| l. AUTO 101 – Basic Automotive Practicum                        | 1 units, 3 hours weekly   |
| m. AUTO 110 – Automotive Engines                                | 10 units, 20 hours weekly |
| n. AUTO 111 – Automotive Engine Rebuilding (Lower End)          | 4 units, 8 hours weekly   |
| o. AUTO 112 – Automotive Engine Rebuilding (Upper End)          | 4 units, 8 hours weekly   |

p.	CCA – BIOL 204, 204L – General Microbiology	5 units, 3 lec/6 lab hours weekly
q.	CCA – GEOG 101 – Physical Geography: Earth's Surface Landscapes	3 units, 3 hours weekly
r.	CCA – GEOG 205 – Introduction to Geographic Information Systems	3 units, 3 hours weekly
s.	CCA – HD 198 – Human Development Seminar	0-3 units, 0-27 total hours
t.	CCA – HD 198A – Assertiveness Training	1.5 units, 27 hours weekly
u.	MATH 050 – Arithmetic	3 units, 3 hours weekly
v.	MGT 101 – Management Principles	3 units, 3 hours weekly
w.	MUS 255A – Beginning Keyboard	2 units, 3 hours weekly
x.	CCA – PE 111 – Advanced Tennis Techniques	1 units, 3 hours weekly
y.	CCA – PE 115 Advanced Basketball Techniques	1 units, 3 hours weekly
z.	PE 205 – Intercollegiate Men's Basketball	1 unit fall/spring, 115 fall / 60 spring hours total
aa.	PE 225 – Intercollegiate Women's Tennis	2 units, 10 hours weekly
bb.	CCA – PHOT 107 – History of Photography	3 units, 3 hours weekly
cc.	CCA – PHOT 250 – Advanced Color Photography	3 units, 6 hours weekly
dd.	CCA – PHTC 201 – Advanced Black and White Photo	3 units, 4 hours weekly
ee.	CCA – PHYS 101 – Introductory Physics	4 units, 3 lec/3 lab hours weekly
ff.	CCA – PHYS 102 – Introductory Physics	4 units, 3 lec/3 lab hours weekly
gg.	CCA – PHYS 110 – General Physics	5 units, 4 lec/3 lab hours weekly
hh.	CCA – PHYS 120 – General Physics	5 units, 4 lec/3 lab hours weekly

Ms. Maria Clinton requested a motion to approve items 7a-hh Consent Items for Non-Substantial course revisions. A motion was made and seconded to approve items 7a-hh. Motion carried. A second motion was made and seconded to approve the content for 7p-t, 7x, 7y, and 7bb-hh. Motion carried.

#### 8. ACTION ITEMS – Second Reading – Course Revisions

- a. **Hybrid - BIOL 101, 101L – General Biology** **4 units, 6 hours weekly**  
 - Non Substantial Course revision approved 2/10/11  
 - First reading on 2/24/11 committee requested the faculty to revise number 3 of the hybrid to better address accessibility using HIST 108 Online Only as a guide.  
 A motion was made and seconded to approve the revisions to Hybrid - BIOL 101, 101L – General Biology. Ms. Maria Clinton stated that the instructor made all requested changes to the course. Motion carried.

#### 9. DISCUSSION ITEMS – Attached Memos

- a. **Request to add MUS 291 to the Credit by Examination list**  
 A motion was made and seconded to table item 9a the addition of MUS 291 to the credit by exam list. Ms. Maria Clinton stated that since the faculty were not present to discuss this request we will table this item. Motion carried.
- b. **Degree/Certificate Change Request for Clothing and Textiles-Fashion Design**  
 A motion was made and seconded to approve the changes to the Clothing and Textiles – Fashion Design Degree/Certificate. Ms. Maria Clinton stated that this memo will complete the changes to the Clothing and Textile pages in the catalog. Ms. Melissa Ramiro was present to answer questions related to the changes. After a brief moment it was requested that the minutes note that the first sentence in the memo made reference to the wrong discipline but a revised memo was not necessary. Motion carried with revisions.
- c. **Degree/Certificate Change Request for Computer Applications, Computer Networking, and Computer Networking Multi-Platform**  
 A motion was made and seconded to approve the Degree/Certificate change request for Computer Applications, Computer Networking, and Computer Networking Multi-Platform. Ms. Maria Clinton stated that this memo replaces the original memo received and approved by AP&P last academic year. The previous request was not implemented since the requested changes created problems with the degree/certificate. Dr. Ed Beyer was present to answer questions related to the changes. After a brief moment it was requested that the minutes note that CA 111 needed to be removed from the elective list for the Computer Applications Certificate but a revised memo was not necessary. Motion carried with revisions.
- d. **Degree/Certificate Change Request for Family and Consumer Education**  
 A motion was made and seconded to approve the Degree/Certificate change request for Family and Consumer Education. Ms. Maria Clinton stated that this memo replaces the original memo received and discussed last academic year by AP&P. The AP&P committee requested that Dr. Karen Cowell add a recommended plan of study to guide students into the proper path for completing this degree, which she did in consultation with Dr. De'Neen Coleman-Carew. Mrs. Beverly Beyer noticed an error in the course numbering for the Consumer Services option. It was also noted that the number for the CT and ID courses needed to be revised. Ms. Maria

Clinton stated that all requested changes would be done by Melissa Jauregui when approved since the changes are very minor. Motion carried with revisions.

**10. ACTION ITEMS – First Reading – Course Revisions**

- a. **CCA – COMM 101 – Introduction to Public Speaking** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to COMM 101 – Introduction to Public Speaking. Mr. Tom Graves was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried. A second motion was made and seconded to approve the course content for COMM 101 – Introduction to Public Speaking. Motion carried.
- b. **CCA – COMM 103 – Process of Communication** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to COMM 103 – Process of Communication. Mr. Tom Graves was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried. A second motion was made and seconded to approve the course content for COMM 103 – Process of Communication. Motion carried.
- c. **CCA – COMM 112 – Oral Interpretation** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to COMM 112 – Oral Interpretation. Mr. Tom Graves was present to discuss the changes made to the course. After a brief moment, it was requested that the faculty revise the Other Homework section to use the word preparation. The course was returned to Mr. Tom Graves electronically to make the revisions during the meeting. Motion carried as revised. A second motion was made and seconded to approve the course content for COMM 112 – Oral Interpretation. Motion carried.
- d. **CCA – COMM 219 – \*Introduction to Intercultural Communication** **3 units, 3 hours weekly**  
- Title and Requisite Change  
A motion was made and seconded to approve the course revisions made to COMM 219 – \*Introduction to Intercultural Communication. Mr. Tom Graves was present to discuss the changes made to the course. After a brief moment, it was requested that the faculty revise the homework section using preparation language and also to remove the reference to the course validation statement in the prerequisites. The course was returned to Mr. Tom Graves electronically to make the revisions during the meeting. Motion carried as revised. A second motion was made and seconded to approve the course content for COMM 219 – \*Introduction to Intercultural Communication. Motion carried.
- e. **CCA – ID 220 – Designing Residential Interiors** **3 units, 4 hours weekly**  
- Prerequisite added  
A motion was made and seconded to approve the course revisions made to ID 220 – Designing Residential Interiors. Ms. Leslie Baker was present to discuss the changes made to the course. After a brief moment, it was requested that the faculty add a rationale for the use of an older textbook. The course was returned to Ms. Leslie Baker electronically to make the revisions during the meeting. Motion carried as revised.
- f. **PE 265 – Intercollegiate Women's Volleyball** **2 units, 10 hours weekly**  
- Change grading method to Grade or Pass/No Pass Option; Increase Max Enroll to 36 from 25  
- Course revisions approved 2/10/11  
A motion was made and seconded to approve the course revisions made to PE 265 – Intercollegiate Women's Volleyball. Ms. Cindy Littlefield was present to answer any additional questions. After a brief moment, it was decided that no revisions were needed. Motion carried.
- g. **CCA – BIOL 104 – Environmental Biology** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to BIOL 104 – Environmental Biology. Dr. Les Uhazy and Dr. David Newman were present to discuss the changes made to the course. After a brief moment, it was requested that the faculty determine the necessary place for the journal activity in the homework section and to also add a "b" when an "a" is used in the content. The course was returned to the faculty electronically to make the revisions after the meeting. Motion failed.
- h. **Hybrid – BIOL 204, 204L – General Microbiology** **5 units, 3 lec/6 lab hours weekly**  
A motion was made and seconded to approve the course revisions made to Hybrid – BIOL 204, 204L – General Microbiology. Dr. Les Uhazy and Dr. David Newman were present to discuss the changes made to the course. After a brief moment, it was requested that the faculty remove the mention of Power Point in the distance education course. The course was returned to the faculty electronically to make the revisions after the meeting. Motion failed.

- i. **Hybrid – MATH 050 – Arithmetic** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to Hybrid – MATH 050 – Arithmetic. Mr. Tooraj Gordi was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried.
- j. **CCA – MATH 150 – Calculus and Analytic Geometry** **5 units, 5 hours weekly**  
A motion was made and seconded to approve the course revisions made to MATH 150 – Calculus and Analytic Geometry. Ms. Sharon Beckman was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried. A second motion was made and seconded to approve the course content for MATH 150 – Calculus and Analytic Geometry. Motion carried.
- k. **Hybrid – GEOG 101 – Physical Geography: Earth's Surface Landscapes** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to Hybrid – GEOG 101 – Physical Geography: Earth's Surface Landscapes. Dr. Les Uhazy and Dr. David Newman were present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried.
- l. **CCA – GER 201 – Intermediate German 1** **3 units, 3 hours weekly**  
A motion was made and seconded to table item 10l since the faculty was not able to attend. Motion carried.
- m. **CCA – CA 103 – Introduction to Microcomputers** **3 units, 4 hours weekly**  
A motion was made and seconded to approve the course revisions made to CA 103 – Introduction to Microcomputers. Dr. Ed Beyer was present to discuss the changes made to the course. After a brief moment, it was decided that minor typographic errors needed to be addressed however, Melissa Jauregui will make the necessary corrections. Motion carried. A second motion was made and seconded to approve the course content for CA 103 – Introduction to Microcomputers. Motion carried.
- n. **Online – CA 103 – Introduction to Microcomputers** **3 units, 4 hours weekly**  
A motion was made and seconded to approve the course revisions made to Online – CA 103 – Introduction to Microcomputers. Dr. Ed Beyer was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried.
- o. **Online – MGT 101 – Management Principles** **3 units, 3 hours weekly**  
A motion was made and seconded to approve the course revisions made to Online – MGT 101 – Management Principles. Mrs. Beverly Beyer was present to discuss the changes made to the course. After a brief moment, it was decided that no revisions were needed. Motion carried.

**11. ACTION ITEMS – Request to Increase Material Fee**

- a. **NS 111 – \$24.00 change to \$26.40**
- b. **NS 121 – \$24.00 change to \$26.40**
- c. **NS 122 – \$24.00 change to \$26.40**
- d. **NS 200 – \$48.00 change to \$52.80**
- e. **NS 231 – \$24.00 change to \$26.40**
- f. **NS 232 – \$24.00 change to \$26.40**
- g. **NS 241 – \$41.00 change to \$45.10**

Ms. Maria Clinton requested a motion to approve the above mentioned requests to increase the Instructional Material Fee. A motion was made and seconded to approve items 11a-g. Motion carried.

**12. ACTION ITEMS – Corporate and Community Services**

- a. **Administrative Assistant Applications – online (ed2go)**
- b. **Creating a Successful Business Plan – online (ed2go)**
- c. **Going Green at the Workplace – online (ed2go)**
- d. **Introduction to Stock Options – online (ed2go)**
- e. **Keys to Successful Money Management – online (ed2go)**
- f. **Secrets of the Caterer – online (ed2go)**
- g. **The Analysis and Valuation of Stocks – online (ed2go)**

Ms. Maria Clinton stated that the instructor attended a previous AP&P meeting and discussed several courses. Since ed2go is a reputable company, she asked for a motion to approved 12a-g. A motion was made and seconded to approve 12a-g Corporate and Community Services ed2go course proposals. Motion carried.

**11. INFORMATIONAL ITEMS – Attached Obsolete Memos**

- a. **ACRV 100 – Refrigeration Basics**

- b. **ACRV 198 – Heating and Air Conditioning Seminar**
- c. **BIOL 205 – Introduction to Biotechnology**
- d. **CA 133 – Oracle PL/SQL Programming – CurricUNET Request**
- e. **WR 902 – Job Search Preparation**
- f. **WR 904 – Surviving the Job Probation Period**
- g. **WR 906 – Developing as a Professional: Promotability**
- h. **CT 115 – Speed Tailoring**
- i. **CT 120 – Introduction to Sergeants**
- j. **CT 225 – Clothing Construction Techniques for Wearable Art**
- k. **PSY 101 – Distance Education ITV format to be made obsolete**
- l. **NCR 910 – US Constitution Exam**

Ms. Maria Clinton stated that this is an informational item and the representatives needed to make sure that designating these courses as obsolete will not adversely effect any of their areas. Also she requested that Dr. Lee Grishman verify that these requests can be granted without any adverse effects to articulation agreements.

**12. ADDITIONAL INFORMATION – Courses by Division that need to be revised and submitted to AP&P**

**Business and Computer Studies**

- ACCT 205 Managerial Accounting – DE ONLY; Technical Review 9/2/10; – DE Committee
- BUS 201 Business Law – Submitted*
- CA 103 Intro to Microcomputers – Submitted*
- CA 151 Microcomputer Operating System**
- CIS 175 Java Programming – Submitted*

**Counseling**

- HD 198 Human Development Seminars – Submitted*

**Health Sciences / FACE**

- CFE 113 Inc Classrooms Nutr Excep Child – Submitted*
- CFE 114 Music Movement Ed Young Child – Submitted*
- CFE 116 Justice, Equity & Inclu in CFE**
- CFE 168 Foster Parent Med Fagile Child – Submitted*
- CFE 211 Health Safety for Young Child**
- CFE 212 School Age Programs – Submitted*
- EMT 101 Emergency Medical Tech I – Submitted*
- MOA 110 Beg Medical Office Assisting – Submitted*
- MOA 111 Adv Medical Office Assisting – Submitted*
- NS 111 Fundamentals of Nursing Science – Submitted*
- NS 121 Obstet, Neonatal & Women's Health Nsg – Submitted*
- NS 122 Medical/Surgical Nursing I – Submitted*
- NS 230 Professional Nursing III – Submitted*
- NS 231 Pediatric/Community Health Nursing – Submitted*
- NS 232 Psychiatric/Geriatric/Community Health Nsg – Submitted*
- NS 241 Medical/Surgical Nursing II – Submitted*
- RCP 102 Clinical Preparation for Respiratory Care – Submitted*
- RCP 103 Concepts in Respiratory Care – Submitted*
- RCP 104 Respiratory Care Pharmacology – Submitted*
- RCP 105 Fundamentals of Clinical Respiratory Care – Submitted*
- RCP 201 Neonatal and Pediatric Respiratory Care – Submitted*
- RCP 202 Fundamentals of Intensive Respiratory Care – Submitted*
- RCP 203 Seminar & Practicum in Respiratory Care I – Submitted*
- RCP 204 Seminar & Practicum in Respiratory Care II – Submitted*

**Instructional Resources**

- LAC 100 Intro to Tutoring – Submitted*
- LAC 200 Advanced Tutoring – Submitted*

**Language Arts**

- COMM 101 Intro to Public Speaking – Submitted*
- COMM 103 Process of Communication – Submitted*
- COMM 105 Intro to Mass Communication – Submitted*
- COMM 107 Intro to Interpersonal Comm – Submitted*
- COMM 112 Oral Interpretation – Submitted*

**COMM 114 Art of Storytelling**

*COMM 116 Forensics – Submitted*  
*COMM 214 Studies in Storytelling – Submitted*  
*COMM 219 Intercultural Communication – Submitted*  
*ENGL 104 The Research Paper – Submitted*  
*ENGL 113 Creative Writing: Nonfiction – Submitted*  
*ENGL 211 Advanced Fiction Writing – Submitted*  
*GER 201 Intermediate German 1 – Submitted*  
*JOUR 121 Beginning Journalism 8 – Submitted*  
*JOUR 123 Newspaper Production – Submitted*

**Math and Engineering**

*MATH 050 Arithmetic 9 – Submitted*  
*MATH 060 Prealgebra – Submitted*  
*MATH 115 Statistics – Submitted*  
*MATH 125 Math for Business & Economics – Submitted*  
*MATH 130 College Algebra – Submitted*  
*MATH 140 Precalculus – Submitted*  
*MATH 150 Calculus & Analytic Geometry – Submitted*  
*MATH 230 Intro Ordinary Diff Equations – Submitted*  
*MATH 250 Calculus & Analytic Geometry – Submitted*  
**ENGR 185 Digital Logic & Design**

**Science**

*BIOL 100 Elem Human Anatomy & Physiology – Submitted*  
*BIOL 101 General Biology – Submitted*  
*BIOL 104 Environmental Biology – Submitted*  
*BIOL 110 General Molecular Cell Biology – Submitted*  
*BIOL 205 Intro to Biotechnology – Obsolete Memo Rcvd*  
*CHEM 101 Introductory Chemistry – Submitted*  
*CHEM 102 Introductory Chem (Organic) – Submitted*  
*CHEM 120 General Chemistry – Submitted*  
*GEOG 101L Phys Geog Lab: Earth's Surface Landscape – Submitted*  
*GEOG 101 Phys Geog: Earth's Surface Landscapes – Submitted*  
*GEOG 105 Cultural Geography – Submitted*  
*GEOG 201 Map Interpretation and GPS – Submitted*  
*PHYS 101 Introductory Physics – Submitted*  
*PHYS 102 Introductory Physics – Submitted*  
*PHYS 110 General Physics – Submitted*  
*PHYS 120 General Physics*

**Physical Education & Athletics**

*ATH 100 Intro to Athletic Training – Submitted*  
*ATH 102L Practical Appl of Athletic Training I Lab – Submitted*  
*ATH 102 Practical Appl of Athletic Training I – Submitted*  
*ATH 103L Practical Appl of Athletic Training II Lab – Submitted*  
*ATH 103 Practical Appl of Athletic Training II – Submitted*  
*HE 101 Health Education – Submitted*  
*HE 120 Stress Management – Submitted*  
*PE 109 Hatha Yoga – Submitted*  
*PE 111 Advanced Tennis Techniques – Submitted*  
*PE 115 Advanced Basketball Techniques – Submitted*  
*PE 118 Beginning Bowling – Submitted*  
*PE 118 Intermediate Bowling – Submitted new number PE 119*  
**PE 128 Beginning Golf**  
**PE 128 Advanced Golf**  
**PE 135 Physical Conditioning**  
**PE 160 Beginning Tennis**  
**PE 160 Intermediate Tennis**  
**PE 160 Advanced Tennis**  
**PE 193 Officiating Fall Sports**  
**PE 194 Officiating Spring Sports**

*PE 195 Sports Appreciation – Submitted*  
*PE 205 Intercollegiate Men's Basketball – Submitted*  
*PE 210 Intercollegiate Women's Basketball – Submitted*  
*PE 225 Intercollegiate Women's Tennis – Submitted*  
**PE 237 Intercollegiate Men's Golf**

### **Social & Behavioral Sciences**

#### **ED 140 Introduction to Education**

*ED 141 Intro to Special Education – Submitted*  
*ED 145 Understand & Ed Learn Disabled – Submitted*  
*HIST 101 Western Civ, Human Begin Until 1750 – Submitted*  
*HIST 102 Western Civ, from 1750-Present – Submitted*  
*HIST 109 Survey U.S. History – Submitted*  
*HIST 112 Contemp U.S. History: Vietnam – Submitted*  
*HIST 114 History of California – Submitted*  
*PHIL 101 Fundamental Reasoning Skills – Submitted*  
*PHIL 105 Ethics: Moral Issues in Soc – Submitted*  
*PHIL 106 Intro to Philosophy – Submitted*  
*PHIL 108 Philosophy of Religion – Submitted*  
*PHIL 110 Introduction to Logic – Submitted*  
*PHIL 201 Critical Thinking – Submitted*  
*POLS 101 Amer Political Institutions – Submitted*  
*POLS 201 Contemp Intntl Relations – Submitted*  
*POLS 203 The Judicial Process – Submitted*  
*SOC 112 American Social Issues – Submitted*

### **Technical Education**

*ACRV 100 Refrigeration Basics – Submitted*  
*ACRV 112 Basic Refrigeration Systems – Submitted*  
*ACRV 113 Basic Refrigeration Controls – Submitted*  
*ACRV 115 Basic Refrig Systems and Controls – Submitted*  
*ACRV 122 Residential Air Conditioning Systems – Submitted*  
*ACRV 123 Residential Air Conditioning Controls – Submitted*  
*ACRV 125 Residential Air Cond Systems & Cntrl – Submitted*  
*ACRV 212 Commercial Refrigeration Systems – Submitted*  
*ACRV 213 Commercial Refrigeration Controls – Submitted*  
*ACRV 222 Commercial Air Conditioning Controls – Submitted*  
*ACRV 223 Commercial Air Conditioning Systems – Submitted*  
*AJ 800 Peace Officer Intensive Basic Training – Submitted*  
*CT 115 Speed Tailoring – Submitted*

### **Visual & Performing Arts**

*ART 101 History of Art: Prehistoric to Gothic – Submitted*  
*ART 102 History of Art: Renaissance to Modern – Submitted*  
**ART 110 Drawing**  
**ART 140 Watercolor**  
**ART 210 Advanced Drawing**  
**ART 222 L Computerized Life Drawing Lab**  
**ART 222 Computerized Life Drawing**  
*MUS 151 Beginning Music Theory – Submitted*  
*MUS 160 Symphonic Band – Submitted*  
*MUS 161 Instrumental Ensemble Wood – Submitted*  
*MUS 162 Beginning Clarinet Choir – Submitted*  
*MUS 163 Instrumental Ensemble Brass – Submitted*  
*MUS 168 Intermediate Clarinet Choir – Submitted*  
*MUS 170 Beginning Flute Choir – Submitted*  
*MUS 171 Intermediate Flute Choir – Submitted*  
*MUS 251A Intermediate Music Theory – Submitted*  
*MUS 251B Advanced Music Theory – Submitted*  
*MUS 255A Beginning Keyboard Harmony – Submitted*  
*MUS 255B Advanced Keyboard Harmony – Submitted*  
*MUS 260 Concert Band – Submitted*



*MUS 262 Advanced Clarinet Choir – Submitted*  
*MUS 270 Advanced Flute Choir – Submitted*  
*MUS 291 Applied Music – Submitted*  
*MUS 292 Applied Music Performance – Submitted*  
*PHOT 107 History of Photography – Submitted*  
*PHOT 250 Color Photography – Submitted*

**13. ADDITIONAL INFORMATION – SLOs by Division that need to be submitted to the SLO Committee**

**Business and Computer Studies**

WR 902 Job Search Preparation – *Obsolete Memo Rcvd*  
WR 904 Surviving the Job Probation Period – *Obsolete Memo Rcvd*  
WR 906 Developing as a Professional: Promotability – *Obsolete Memo Rcvd*

**Counseling**

HD 198 Human Development Seminars

**Instructional Resource**

GED 906 Bas Use of Dict & Thes for GED

**Math/Science and Engineering**

BIOL 205 Intro to Biotechnology – *Obsolete Memo Rcvd 2/24/11*  
ENGR 185 Digital Logic & Design  
MATH 099 Individualized Self-Study Math

**Physical Education & Athletics**

PE 237 Intercollegiate Men's Golf

**Social & Behavioral Sciences**

NCR 910 U.S. Constitution Exam – *Obsolete Memo Rcvd*

**Technical Education**

ACRV 100 Refrigeration Basics – *Obsolete Memo Rcvd 2/22/10*  
ACRV 198 Heating and Air Conditioning Seminars – *Obsolete Memo Rcvd 2/22/10*  
AUTO 198 Automotive Seminars

**Visual & Performing Arts**

DM 103L Graphic Design I Lab  
DM 105L Interactive Media Lab  
DM 113L Photoshop I Lab  
DM 115L Graphic Communications I Lab  
DM 128L Web Des & Prod II Lab  
DM 133L Digital Printing I Lab  
DM 203L Graphic Design II Lab  
DM 205L Digital Illustration Lab  
DM 213L Photoshop II Lab  
DM 215L Graphic Communications II Lab  
DM 233L Digital Printing II Lab  
DM 246L Portfolio and Job Search Lab  
FTV 155 Film Festival Analysis  
FTV 215 Directing for Film & Video  
FTV 251 Contemporary American Independent Film  
PHOT 213L Life Photography Lab  
PHTC 215L Photography Studio Practices Lab  
THA 205 Advanced Acting Workshop

**14. ADJOURNMENT**

A motion was made and seconded to adjourn the 3/24/11 AP&P Committee meeting at 5:30 p.m. 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 Mr. Christos Valiotis, 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.*