



<h1>AP&P Minutes</h1>	<p>Thursday, November 30, 2017 BE 314 4:00 – 5:30pm</p>
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Type of Meeting: *Regular*
Note Taker: *Melissa Jauregui, Academic Affairs Specialist*
Please Review/Bring: The past minutes for accuracy.

<p><u>Committee Members:</u> Jeffrie Ahmad, Faculty Division Rep Bonnie Curry, Faculty Division Rep Riley Dwyer, Academic Dean Jessica Eaton, Articulation Officer Ibrahim Ganley, Faculty Division Rep Irit Gat, Faculty Division Rep Tooraj Gordi, Faculty Division Rep Richie Neil Hao, Faculty Division Rep Michael Hutchison, Faculty Division Rep Scott Lee, Faculty Division Rep/Librarian/DE Liaison Mark McGovern, Faculty Division Rep Alberto Mendoza, Adjunct Rep Terry Rezek, Faculty Division Rep Tim Sturm, Faculty Division Rep Bonnie Suderman, Co-chair Deborah Sullivan-Ford, Faculty Division Rep Les Uhazy, Technical Education Dean Darcy Wiewall, Co-chair</p>	<p><u>Committee Members Absent:</u> Luis Echeverria, Faculty Division Rep Cynthia Littlefield, Faculty Division Rep LaDonna Trimble, Student Services Dean</p> <p><u>Guests Present:</u> Stacey Adams Kathleen Ballestero Greg Bormann Jonathan Compton Nate Dillon Glenn Haller Gary Heaton-Smith Mark Hoffer David Newby Zia Nisani Kevin North Melissa Ramiro Duane Rumsey Ken Shafer Elizabeth Sundberg</p>
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Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	<p>Dr. Darcy Wiewall called the meeting to order at 4:03pm and welcomed the committee members to the last meeting of the fall semester. She expressed her appreciation for their attendance as this is a special added meeting.</p> <p>A motion was made and seconded to amend the agenda to remove the minutes as they were both approved at the last meeting; add ENGL 101 COR and Distance Ed; move FTV 243 to New Course Development; and note the next meeting at 2/22/18. Motion carried by all members present.</p>
II. Meeting Minutes – -10/12/2017 -10/26/2017	<i>All</i>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> Item removed per motion above.</p> <p><u>Follow Up Items:</u> None.</p>



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<p>III. Informational Item –</p> <p>-2017-2018 Meeting Schedule: 11/30/17, 2/22/18, 3/8/18, 3/22/18, 4/12/18, 4/26/18, 5/10/18</p> <p>-Deactivations Impact AUTO 176 CT 212 KIN 110, 111, 145, 165, 180, 190 Family Consumer Sciences, AS</p> <p>-Courses due Fall 2017</p>	<p>Darcy</p>	<p><u>Issues Discussed:</u> Dr. Darcy Wiewall requested committee member note the meeting schedule in this section and requested they work with faculty in their area to ensure the items listed under deactivation impact are resolve and become an action item at a future meeting.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> None.</p>
<p>IV. Report Item –</p> <p>-TOP/CIP/SAM/SO Code Review -Courses Not Taught in 2 or more yrs -Courses Never Taught</p>		<p><u>Issues Discussed:</u> No additional reports were provided at this meeting.</p> <p><u>Action Taken:</u> None.</p> <p><u>Follow Up Items:</u> A compiled list of curricular changes will be presented to the committee at a future meeting for consideration of approval.</p>
<p>V. Action Item –</p> <p>Consent Agenda – Non-Substantial Course Rev:</p> <ul style="list-style-type: none"> - DFST 106 - ESL 053, 058 - MATH 065, 070, 102, 128, 150, 160 <p>Substantial Course Revision:</p> <ul style="list-style-type: none"> - BIOL 100, 100 Online - ECON 101, 101 Hybrid, 101 Online - ENGL 101, 101 Online - ESL 053 Hybrid, 058 Hybrid - FTV 107, 108 - GER 202 Online - HE 101 Online - HIST 107, 107 Hybrid, 107 Online - IATH 101, 102, 205, 210, 215, 225, 230, 240, 245, 250, 255, 270, 280 - KINF 100, 107, 108, 132, 144, 161, 181, 190, 192, 193, 195, 220, 240, 244, 260, 280 - KINT 100, 240, 241, 242, 243 - MATH 065 Hybrid, 070 Hybrid, 102 Hybrid, 128 Hybrid - MGT 121, 121 Hybrid, 121 Online - VN 113 <p>New Course Development:</p> <ul style="list-style-type: none"> - CT 220 	<p>All</p>	<p><u>Issues Discussed:</u> None.</p> <p><u>Action Taken:</u> A motion was made and seconded to approve the courses noted under Consent Agenda-Non-Substantial Course revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the courses noted under Substantial Course Revision. After a review of each course individually the following changes were noted:</p> <ul style="list-style-type: none"> • BIOL 100 Online: tabled • ESL 053 Hybrid, ESL 058 Hybrid: tabled • FTV 107 and FTV 108: edits made to requisites during meeting • HE 101 online: removed from agenda as it was approved 10/27/18 • IATH 225: correction made during meeting • MATH 128 Hybrid: removed from curricunet and committee consideration at request of department chair and dean • VN 113: scans competencies noted during meeting <p>Motion carried with noted edits and exceptions.</p>



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- FTV 243
- MKTG 131, 131 Online, 131 Hybrid
- MUS 169
- MUSC 108, 108 Online
- NS 101L, 102L, 201L, 202L

Course Deactivations:

- BUS 203
- CT 212
- KIN 110, 111, 113, 145, 165, 180, 190
- MGT 105, 212
- MKTG 121

Program Revisions:

- Biological Sciences, AS
- Fashion Design AA and Cert
- General Business, AS and Cert
- Kinesiology, AA-T
- Mechanical Engineering, AS
- Music, AA-T
- Yoga Instructor Cert

New Program Dev:

- Commercial Music, AA
- Electrical Engineering, AS
- Film, Television, and Electronic Media, AS-T

Program Deactivations:

- Business Administration, AA
- Kinesiology, AA
- Management, AS and Cert
- Marketing, AS and Cert
- Small Business Management, AS and Cert

A discussion occurred regarding regular and effective contact, passive student initiated, asynchronous vs synchronous, and faculty initiated contact. Bonnie Suderman, Les Uhazy and Scott Lee were the major contributors to the conversation and agreed the committee needed to all agree on this issue. A request was made to have this return to a future agenda so the committee can develop guidelines that will be used in all future DE approvals.

A motion was made and seconded to approve the courses noted under New Course Development. After a review of each course individually the following was noted:

- MUS 169: repeatability contingent on CSU repeat rules
- MUSC 108: scans competencies noted
- NS 101L, 102L, 201L, and 202L: program must be developed and follow in the spring for committee consideration

Motion carried for all noted courses with revisions as listed above.

A motion was made and seconded to approve the courses listed under course deactivation. Motion carried.

A motion was made and seconded to approve the programs listed under Program Revisions. After a review of each program individually, the following were noted:

- General Business AS & Cert: Faculty member presented offered the list of California colleges that offer the degree without economics and agreed to remove PLO 5 with reapproval of the outcomes committee/Dr. Ganley opposed the approval of the AS program
- Mechanical Engineering AS: clarification provided that local GE is used to keep the total units at 60

Motion carried for all listed programs with noted edits and one opposition to General Business AS only.

A motion was made and seconded to approve the program listed under New Program Development. After a review of each program individually, the follow notes were made:

- Electrical Engineering AS: clarification provided that local GE is used to keep the total units at 60

Motion carried for all listed programs.

A motion was made and seconded to approve the programs listed under program deactivation. Motion carried.



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		<p><u>Follow Up Items:</u> All tabled items will return to a future agenda for committee consideration.</p>
<p>NEXT MEETING DATE: 2/22/18</p>		<p>A motion was made and seconded to adjourn the AP&P meeting at 5:50p. Motion carried.</p>