

AP&P Minutes

Thursday, March 12, 2020
BE 320
3:00 pm – 5:30 pm

Type of Meeting: *Regular*

Note Taker: *Cheyenne Odenthal*

Please Review/Bring: The past minutes for accuracy.

Committee Members:

Dr. Les Uhazy, Co-chair

Kathryn Mitchell, Co-chair

Riley Dwyer, Academic Dean

Jeffrie Ahmad, Faculty Division Rep

Dr. Ronald Chapman, Faculty Division Rep

Dr. Jessica Eaton, Articulation Officer

Luis Echeverria, Faculty Division Rep

Dr. Ibrahim Ganley, Faculty Division Rep

Gabrielle Poorman, Adjunct Rep

Dr. Richie Neil Hao, Faculty Division Rep

Michael Hutchison, Faculty Division Rep

Dr. Scott Lee, Faculty Division Rep/Librarian/DE Liaison

Cynthia Littlefield, Faculty Division Rep

Dr. Mark McGovern, Faculty Division Rep

Richard Biritwum, Faculty Division Rep

LaDonna Trimble, Student Services Dean

James Dorn, Faculty Division Rep

Dr. Ariel Tumbaga – proxy for Terry Rezek

Timothy Sturm, Faculty Division Rep

Items	Person	Action
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	Kathryn made a motion to move Emergency Curriculum protocol to action items. Motion seconded Motion approved Kathryn had a brief over view of the COVID-19 impacts and reactions to AVC as a campus.
II. Minutes 2/27/2020	<i>All</i>	<u>Issues Discussed:</u> Motion to approve the 2/27/2020 Minutes Motion seconded Motion Approved Abstentions: Cindy Hendrix <u>Action Taken:</u> <u>Follow Up Items:</u>
III. Informational Item - Meeting schedule: 3/26/20, 4/9/20, 4/23/20, 5/14/20 - Chemistry AS-T	<i>Kathryn Mitchell</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> <u>Follow Up Items:</u>

<p>IV. Discussion</p> <ul style="list-style-type: none"> - LHE Pre Approval Form - Emergency Curriculum Protocol 	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>V. Report</p> <ul style="list-style-type: none"> - Fall 2020 Course/Program Revision List 	<p><i>All</i></p>	<p><u>Issues Discussed:</u> AP&P Reps have been communicating with Cheyenne Odenthal via email prior to 3/12/2020 meeting.</p> <p>There are no updates during the meeting.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>VI. eLumen Training</p>	<p><i>Cheyenne Odenthal</i></p>	<p><u>Issues Discussed:</u> Cheyenne Odenthal conducted a training sessions that lasted one and a half hours. Training will be followed by sending out the training material via email.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>VII. Action</p> <p>Emergency Curriculum Protocol</p> <p><i>Corporate and Community Education</i></p> <p>None</p> <p><i>Non Substantial Course Revision:</i></p> <p><i>Substantial Course Revision:</i> EMT 101 Emergency Medical Technician</p> <p><i>New Course Development:</i> ACRV 102 Refrigeration System Fundamentals ACRV 198A Ice machines WELD 261 Pipe Welding I</p>	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u> Motion to approve Emergency Protocol Memo for Curriculum Motion seconded Motion passed</p> <p>Motion to approve the substantial revision to EMT 101 Motion tabled due not having enough representatives to approve the course.</p> <p>Motion to table All new course developments until the courses are attached to a program</p> <p>Motion to approve substantial program revisions Motion seconded Motion approved</p> <p><u>Action Taken:</u></p>

<p>WELD 262 Pipe Welding II</p> <p><i>Course Deactivation:</i> None</p> <p><i>Non Substantial Program Revision:</i></p> <p><i>Substantial Program Revision:</i> Cert Office Specialist</p> <p><i>New Program Development:</i> None</p> <p><i>Program Deactivation:</i> None</p>		<p><u>Follow Up Items:</u></p>
<p>NEXT MEETING DATE: 3/27/2020</p>		<p>Kathryn adjourned the meeting at 5:20pm</p>