



Academic Policies & Procedures

AP&P Agenda

Thursday, October 12, 2023

3:00 pm – 5:30 pm T600-J

Type of Meeting: *Regular*

Note Taker: *Debbie Lindsey*

Please Review/Bring: The past minutes for accuracy.

Committee Members:

Dr. Scott Lee, Co-chair

Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs

Dr. Jessica Eaton, Articulation Officer

Tim Atkerson, AKIN Representative

Travis Lee, CTE Representative

Dr. Wendy Stout, CTE Representative (Z)

James Dorn, MSE Representative

Dr. Jonathan Compton, MSE Representative

Heidi Williams, LACA Representative

Dr. Ariel Tumbaga, LACA Representative

Gabby Poorman, SBS Representative/Tech Review

David Harrison, SBS Representative

Cynthia Littlefield, AHUM Representative

Lisa Karlstein, AHUM Representative

Vacant, Library Rep, Librarian

Tamira Palmetto, Student Services,

Counseling

Tanya McGinnis, Student Services, Counseling

Larry Veres, Adjunct Representative

Greg Bormann, Administrative Position

Kathryn Mitchell, Administrative Position

LaDonna Trimble, Administrative Position

Dr. Cindy Hendrix, Tech Review

Alan Fillion, Student Representative

Bobby Bennett, Student Representative

**Absent*

Items	Person	Action
I. Opening comments from the Co-chairs	<i>Scott Lee/Kathy Bakhit</i>	
II. Minutes 9/28/2023	<i>All</i>	
III. Informational Item <ul style="list-style-type: none"> - Meeting schedule: 10/26/23, 11/9/23, 11/30/23, 1/25/24, 2/8/24, 2/22/24, 3/14/24, 3/28/24, 4/11/24, 4/25/24 - Courses/Programs reviewed by Tech Review Workgroup 	<i>Scott Lee</i>	
IV. Discussion <ul style="list-style-type: none"> - noncredit - LMI - AP&P meeting (add 11/16 instead of 11/30) - cross-listing - Cyclical Review (add/delete) <ul style="list-style-type: none"> - Credit by Exam - AP - CLEP - IB 	<i>Scott Lee</i>	



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V. Reports		
VI. Catalog - Workgroup meetings		
<p>VII. Action</p> <p><i>New Course Development</i> IATH 103 Intercollegiate Physical Fitness IATH 104 Offensive Football Lab IATH 105 Defensive Football Lab IATH 235 Intercollegiate Women's Cross Country</p> <p><i>New Course Development-Noncredit</i> EMT 900 Basic Life Support (BLS) LACT 900 Lactation Specialist Part 1 MUS 920 Popular Music Ensemble (Test Flight) (non-credit) MUS 921 Voice (non-credit) MUS 924 Jazz Improvisation (non-credit) MUS 926 Guitar (non-credit) MUS 960 Symphonic Band (non-credit) MUS 966 Orchestra (non-credit) MUS 973 Beginning Jazz Ensemble (non-credit) MUS 974 Advanced Jazz Ensemble (non-credit) MUS 981 Master Chorale (non-credit)</p> <p><i>Substantial Course Revision</i> ENGR 110 Introduction to Engineering ENGR 230 Circuit Analysis FTEC 295A Firefighter 1 Academy Module A FTEC 295AL Firefighter 1 Academy Module A Lab FTEC 295BL Firefighter 1 Academy Module B Lab IATH 205 Intercollegiate Football IATH 210 Intercollegiate Baseball IATH 220 Intercollegiate Men's Basketball IATH 225 Intercollegiate Women's Basketball IATH 265 Intercollegiate Women's Tennis IATH 270 Intercollegiate Men's Track and Field IATH 275 Intercollegiate Women's Track and Field IATH 280 Intercollegiate Men's Volleyball IATH 285 Intercollegiate Women's Volleyball</p> <p><i>Non-Substantial Course Revision</i> AERO 120 Aircraft General I AERO 121 Aircraft General II AERO 230 Aircraft Airframe I</p>	<p><i>Scott Lee</i></p>	



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AERO 231	Aircraft Airframe II		
AERO 240	Aircraft Powerplant I		
AERO 241	Aircraft Powerplant II		
AFAB 110	Introduction to Aircraft Structures, Blueprints, and Manufacturing Documentation		
AFAB 115	Aircraft Structures		
AFAB 120	Composites Fabrication and Repair		
AFAB 130	Aerospace Ethics and Issues		
AFAB 140	Pneudraulics		
AFAB 150	Surface Preparation and Material Applications		
AFAB 210	Aircraft Production Systems		
AFAB 215	Advanced Aircraft Sheetmetal & Composite Structures		
AFAB 220	Advanced Composite Fabrication, Assembly, and Repair		
AFMT 310	Safety in Aviation		
AFMT 320	Lean Management (Six Sigma/5S)		
AFMT 330	Airframe Manufacturing Producibility		
AFMT 340	Theory of Low Observables		
AFMT 345	Airframe Composite Manufacturing I		
AFMT 350	Airframe Manufacturing Capstone I		
AFMT 442	Foreign Object Elimination (FOE) and Migration Paths		
AFMT 446	Airframe Composite Manufacturing II		
ALM 110	Leadership and Administration		
ALM 115	Manufacturing Processes and Controls		
ALM 130	Total Quality Management		
AM 100	Geometric Dimensioning and Tolerancing (GD&T)		
AM 105	Introduction to 2D CAD		
AM 135A	3D Solid Modeling I using CATIA/3DExperience		
AM 135B	3D Solid Modeling I using Solidworks		
AM 145	Introduction to CAM I		
AM 235A	3D Solid Modeling II using CATIA/3DExperience		
AM 235B	3D Solid Modeling II using Solidworks		
ANDI 110	Non Destructive Inspection: Visual Inspection, Liquid Penetrant, and Magnetic Particle		
ANDI 115	Non Destructive Inspection: Eddy Current		
ANDI 120	Non Destructive Inspection: Ultrasound Inspection		
FTEC 111	Fire Protection Organization		
FTEC 112	Fire Prevention Technology		
FTEC 113	Fire Protection Equipment and Systems		
FTEC 117	Preparing to be a Firefighter		



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<p>FTEC 125 Hazardous Materials First Responder Operation FTEC 295B Firefighter 1 Academy Module B FTW 124 Wildfire Chain Saws FTW 221 Wildland Firefighter Safety and Survival PSCI 101 Physical Science</p> <p>Course Deactivation ENGR 199 Occupational Work Experience</p> <p>New Program Developments-Noncredit Community Music Performance Certificate Health and Fitness for First Responders Certificate of Completion</p> <p>Program Revisions Advanced Aircraft Structures Cert Aeronautical Non-Destructive Inspection Aerospace Leadership and Management Aircraft Airframe AS Aircraft Airframe Cert Aircraft Fabrication & Assembly Technician Cert Aircraft Powerplant AS Aircraft Powerplant Cert Airframe Manufacturing Technology BS Blueprints & Structures LCert Computer Aided Drafting in CATIA/3DExperience Computer Aided Drafting in Solidworks Firefighter I Academy Cert General Aircraft Maintenance AS Wildland Fire Technology AS Wildland Fire Technology Cert</p> <p>Program Deactivations Vocational Nursing Cert</p>		
<p>VIII. Closing Comments</p>	<p><i>Scott Lee</i></p>	
<p>NEXT MEETING DATE: October 26, 2023</p>		



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Minutes Draft

Thursday, September 28, 2023
3:00 pm – 5:30 pm T600-J

Type of Meeting: Regular

Note Taker: Debbie Lindsey

Please Review/Bring: The past minutes for accuracy.

Committee Members:

<i>Dr. Scott Lee, Co-chair</i>	<i>Cynthia Littlefield, AHUM Representative*Proxy-Brad Smith</i>
<i>Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs</i>	<i>Lisa Karlstein, AHUM Representative*</i>
<i>Dr. Jessica Eaton, Articulation Officer</i>	<i>Vacant, Library Rep, Librarian</i>
<i>Tim Atkerson, AKIN Representative</i>	<i>Tamira Palmetto, Student Services, Counseling</i>
<i>Travis Lee, CTE Representative</i>	<i>Tanya McGinnis, Student Services, Counseling</i>
<i>Dr. Wendy Stout, CTE Representative (Z)</i>	<i>Larry Veres, Adjunct Representative</i>
<i>James Dorn, MSE Representative</i>	<i>Greg Bormann, Administrative Position</i>
<i>Dr. Jonathan Compton, MSE Representative*</i>	<i>Kathryn Mitchell, Administrative Position</i>
<i>Heidi Williams, LACA Representative</i>	<i>LaDonna Trimble, Administrative Position*</i>
<i>Dr. Ariel Tumbaga, LACA Representative</i>	<i>Dr. Cindy Hendrix, Tech Review (Z)</i>
<i>Gabby Poorman, SBS Representative/Tech Review</i>	<i>Alan Fillion, Student Representative</i>
<i>David Harrison, SBS Representative</i>	<i>Bobby Bennett, Student Representative</i>
<i>Guests: Jimmie Bowen, Nate Dillon (Z)</i>	<i>*Absent</i>

Items	Person	Action
I. Opening comments from the Co-chairs	Scott Lee/Kathy Bakhit	The meeting was called to order at 3:09p.m. Dr. Lee said that we are in the midst of things with the tech review process and it's moving through. We have a decent number of courses and programs to review today and we are looking ahead to see what tech review will have next week. Dr. Lee asked Kathryn Mitchell if she had any opening comments for Dr. Bakhit. She didn't have any comments.
II. Minutes 9/14/2023	All	Action Taken Motion to approve: Minutes for 9/14/23 Motion Second Abstentions: Kathryn Mitchell, Dr. Jessica Eaton, James Dorn and Larry Verez Motion approved



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<p>III. Informational Item</p> <ul style="list-style-type: none"> - Meeting schedule: 10/12/23, 10/26/23, 11/9/23, 11/30/23, 1/25/24, 2/8/24, 2/22/24, 3/14/24, 3/28/24, 4/11/24, 4/25/24 - Work Experience updates - Courses/Programs reviewed by Tech Review Workgroup 	<p><i>Scott Lee</i></p>	<p><u>Informational Items</u></p> <p>Work Experience updates Dr. Lee has heard from a few people regarding Work Experience. They don't have to be submitted by Monday, but the workflow must be started. He recommended that everyone looks at the guide that he sent out and uses the information from the guidelines provided.</p> <p>Dr. Lee sent out the memo to the Tech Review Workgroup. He thinks it's working out well. Next week will be mainly Maria Clinton's division with Aerospace and AFAB.</p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> - Cyclical Review <ul style="list-style-type: none"> - Credit by Exam - AP - CLEP - IB (adding to catalog) 	<p><i>Scott Lee/ Jessica</i></p>	<p><u>Discussion</u></p> <p>Cyclical Review:</p> <ul style="list-style-type: none"> - Credit by Exam - AP - CLEP - IB (adding to catalog) <p>Please review the AP, CLEP, and IB list. If you would like to make changes, such as changing the course that is listed to another or requesting to remove a course that was previously approved, please contact Dr. Eaton.</p>
<p>V. Reports</p> <ul style="list-style-type: none"> - C-ID Courses - UC TCA Courses - Local GE approved courses 2023-24 		<p><u>Reports</u></p> <p>C-ID Courses</p> <p>UC TCA Courses</p> <p>Local GE approved courses 2023-24 (Lists shown on the projector)</p> <p>Please review the C-ID list. If you would like a course submitted for C-ID consideration, please contact Dr. Eaton.</p> <p>Comment: Kathryn Mitchell asked everyone to check the <i>Credit by Exam</i> list and make sure they are the courses you really want on the list. Some of the courses listed should be removed.</p> <p>Comment: Robyn Serrano said that VN courses need to be updated. They have new numbers.</p> <p>Dr. Lee asked Dr. Eaton to talk about IB. Dr. Eaton said that AVC has never awarded credit for our local degrees for IB exams. This list is how we treat it for transfer and how it will be added to</p>



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		<p>the local GE Area. If you want to make changes, please contact Dr. Eaton and she will review it with you. This is how it will be listed in the catalog.</p> <p>Dr. Lee reminded everyone to bring this information to their division meetings. Be sure to review it, share it with faculty, and bring it back to the next meeting for any changes.</p>
<p>VI. Catalog -</p>		<p>Catalog Robyn Serrano reported that Curriculum Specialists are still working on a printed version. It's pretty ugly and very disorganized. Curriculum Specialists are working on what eLumen has provided so it can be printed.</p>
<p>VII. Action - Committee Goals</p>	<p><i>Scott Lee</i></p>	<p>Action Items Committee Goals We discussed the committee goals at the last meeting. There were a couple of changes. (The goals were shared on the projector for everyone to view.) Comment: Heidi Williams asked if the Noncredit Guide should be a goal of the AP&P Committee or the workgroup for noncredit that was formed last year. There is a draft of the guide, which needs to be finished. Dr. Lee said that we will make that Goal #5 - Noncredit Development Guide. Motion second Motion approved</p> <p>New Course Developments Motion to approve: DA 110 Motion second Motion approved</p> <p>Motion to approve: EMT 121 Motion second Motion approved</p> <p>Motion to approve: EMT 122 Motion second Motion approved</p>



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<p>New Course Developments</p> <p>DA 110 Hip-Hop Dance EMT 121 Introduction to EMS EMT 122 Pharmacology in EMS EMT 123 Trauma Emergencies EMT 124 Trauma Certification EMT 125 Cardiorespiratory Emergencies EMT 126 Neuroendocrine Emergencies EMT 127 Medical Emergencies EMT 128 OB/GYN and Peds Emergency EMT 129 Special Populations, EMS Ops EMT 130A Paramedic Clinical Education EMT 130B Paramedic Field Internship RCP 301 Advanced Cardiopulmonary Respiratory Care RCP 302 Sleep Medicine and Respiratory Care RCP 303 Advanced Respiratory Case Management RCP 304 Principles of Health Education RCP 305 Health Care Research Design and Methodology RCP 306 Respiratory Care Leadership and Management I RCP 401 Respiratory Care Leadership and Management II RCP 402 Advanced Neonatal and Pediatric Respiratory Care RCP 403 Respiratory Care Capstone Project 4</p> <p>Substantial Course Revisions</p> <p>CA 153 Windows Installation and System Support ELTE 101 Survey of Electronics ELTE 130 Digital Circuit Analysis ELTE 145 Acceptability of Electronic Assemble ELTE 235 Electronic Communications I ELTE 252 Introduction to Avionics ELTE 254 Radio Telephone License MKTG 130 Digital Marketing MKTG 132 Social Media Marketing</p> <p>Course Deactivation</p> <p>ENGL 100A Academic Strategies</p> <p>New Program Developments</p> <p>Bachelor of Science Degree Respiratory Care Paramedic</p>		<p>Motion to approve: EMT 123 Motion second Motion approved</p> <p>Motion to approve: EMT 124 Motion second Comment: Dr. Bakhit asked if there were faculty or division reps here while reviewing the revisions. Comment: Wendy Stout replied that she is representing EMT and RCP Comment: Dr. Bakhit said that this is her first time watching the committee review/approve revisions and sees that there is no discussion on changes. Dr. Lee said that it is done in Tech Review and the committee has a chance to review it before it comes to a vote. Motion approved</p> <p>Motion to approve: EMT 125 Motion second Motion approved</p> <p>Motion to approve: EMT 126 Motion second Motion approved</p>
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Program Revisions

Avionics Technology Certificate
Digital Marketing
Electronics Technology AS
Electronics Technology Cert

Motion to approve:

EMT 127

Motion second

Motion approved

Motion to approve:

EMT 128

Motion second

Motion approved

Motion to approve:

EMT 129

Motion second

Comment: What are special populations?

Wendy Stout responded: Special populations are handicap, special needs, and mental health

Motion approved

Motion to approve:

EMT 130A

Motion second

Comment: Wendy Stout said that "A" is for Lecture, "B" is for clinical.

Motion approved

Motion to approve:

EMT 130B

Motion second

Motion approved

Motion to approve:

RCP 301

Motion second

Dr. Lee explained that this is for the new developing Bachelor's Degree program. This will be our second Bachelor's Degree.

Comment: Greg Bormann said that we have ACCJC approval and missed Chancellor's Office approval by one point. If we get approved for this round, it will start next fall. There are only 20 applications in the Chancellor's Office to be approved. This should be done today.

Comment: Wendy Stout said she has over 40 applications. She said there is one course missing that they are still working on.

Dr. Lee said there was a nice write up in the LA Times on this.



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		<p>Motion approved</p> <p>Motion to approve: RCP 302 Motion second Motion approved</p> <p>Motion to approve: RCP 303 Motion second Motion approved</p> <p>Motion to approve: RCP 304 Motion second Motion approved</p> <p>Motion to approve: RCP 305 Motion second Motion approved</p> <p>Motion to approve: RCP 306 Motion second Motion approved</p> <p>Motion to approve: RCP 401 Motion second Motion approved</p> <p>Motion to approve: RCP 402 Motion second Motion approved</p> <p>Motion to approve: RCP 403 Motion second Motion approved</p> <p>Substantial Course Revisions Motion to approve: CA 153 Motion second</p>
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		<p>Dr. Lee: This connects to one of the IT programs, which is the last class in that batch. Motion approved</p> <p>Motion to approve: ELTE 101 Motion second Motion approved</p> <p>Motion to approve: ELTE 130 Motion second Motion approved</p> <p>Motion to approve: ELTE 145 Motion second Motion approved</p> <p>Motion to approve: ELTE 235 Motion second Motion approved</p> <p>Motion to approve: ELTE 252 Motion second Motion approved</p> <p>Motion to approve: ELTE 254 Motion second Motion approved</p> <p>Motion to approve: MKTG 130 Motion second Motion approved</p> <p>Motion to approve: MKTG 132 Motion second Motion approved</p> <p>Course Deactivation Motion to approve: ENGL 100A</p>
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	<p>Comment: This is a basic skills course that the law no longer allows us to offer. Comment: "What would take its place?" Dr. Lee said that there will no longer be any basic skills courses offered Motion approved</p> <p><i>New Program Developments</i> Motion to approve: Bachelor of Science Degree Respiratory Care Motion second Dr. Lee said this is a big deal. It's our second bachelor's degree. Comment: All of the classes will be offered online. Motion approved</p> <p>Motion to approve: Paramedic Motion second Dr. Lee confirmed that this is an Associates Degree Comment: Greg Bormann said that we have two ambulance simulators; one here and one in Palmdale. We will purchase an ambulance to go along with two fire trucks so the programs can intermingle. The next step will be flight medic. Dr. Lee asked if there were licensing requirements. Comment: Wendy Stout said they have to be a licensed EMT. Motion approved</p> <p><i>Program Revisions</i> Motion to approve: Avionics Technology Certificate Motion second Dr. Lee said this course is by itself, but the other courses were approved at the last meeting. Motion approved</p> <p>Motion to approve: Digital Marketing Motion second Comment: "Is this part of the digital media program?"</p>
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		<p>Dr. Lee said that they could be connected to each other. Motion approved</p> <p>Motion to approve: Electronics Technology AS Motion second Motion approved</p> <p>Motion to approve: Electronics Technology Cert Motion second Motion approved.</p>
VIII. Closing Comments	<i>Scott Lee</i>	<p>Closing comments: Dr. Bakhit said that she is looking at the upcoming legislative mandates; AB 928 and AB 111, and how they are going to impact us. AB 1111 is the renumbering of courses to C-ID. For those that have done articulation, they want to do the same thing. We are being encouraged to start planning implementation. There is contradictory information from July 2024, but the Chancellor's office is negotiating with the legislature to move it to 2026 -2027. She will keep everyone posted. SB 926 impacts the lifelong learning category of the degree. It shouldn't have an impact on us. Dr. Eaton asked faculty to NOT start changing their numbering. Making changes now will make things more difficult. It will create more work. Comment: Kathryn Mitchell said that the Chancellor's Office has said that we can decide how we want to change it. The committee will need to come up with a process when we get guidance. It's not a mandated process. As a committee we can develop our own process. Dr. Lee said that he doubts that they would change that. This is something we can start discussing in the spring to develop a process. It is easier to make changes if we have a written process. Dr. Eaton said that there will be courses that will be impacted. There was a meeting that shared that there are some courses that are not IGETC approved. The Chancellor's Office was pushing to keep lifelong learning. It has changed. They have</p>



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		<p>left out additional Breadth E, which will have an impact. She will keep us updated.</p> <p>Comment: Cynthia asked about Physics 101, it was done at the last meeting.</p> <p>Dr. Bakhit thanked everyone for working with their divisions and departments to put through the revisions. She knows the deadline is coming up. She just wanted to take a moment to thank the AA team for providing accurate information. We moved the deadline to Monday morning to allow faculty to have the weekend to get the revisions in. For Work Experience, the legislation said that by February, we will not be able to offer the course unless it has been updated. She thanked everyone again for all of their work.</p> <p>Dr. Lee said that there are six courses left to be revised.</p> <p>Comment: Travis said that Wendy had a problem with the Consortium Minutes. He asked what the proper process is.</p> <p>Dr. Lee said that it's been changed by the Chancellor's Office. We no longer have to have the Consortium Minutes for AP&P to approve. If they were already approved here, then they went to the Senate.</p> <p>Comment: Wendy Stout said to go back to Consortium and have it moved on the Agenda from "Intent" to "Be voted on."</p> <p>Comment: Travis asked how to submit the Minutes.</p> <p>Dr. Lee said that he can send it to the curriculum@avc.edu email.</p> <p>Comment: Larry Verez asked why more of the courses aren't CSU transferable.</p> <p>Dr. Lee said to discuss this with Dr. Eaton. She can explain the process.</p> <p>Robyn said that there are 18 programs and 32 courses that need to be started. She will send them out as a reminder. A lot of people are planning to do this over the weekend. Some divisions have both AS/AA and Certificates, but they only submitted one of them.</p> <p>Motion to adjourn: Motion approved Meeting concluded at 4:09p.m.</p>
NEXT MEETING DATE: October 12, 2023		

The AP&P Technical Review Workgroup reviewed and evaluated the programs and/or courses below. When necessary - in cooperation with the faculty responsible for their creation or revision - corrections and adjustments have been made. We now forward them to AP&P with a recommendation for approval by the full committee.

New Course Development

IATH 103	Intercollegiate Physical Fitness
IATH 104	Offensive Football Lab
IATH 105	Defensive Football Lab
IATH 235	Intercollegiate Women's Cross Country

Substantial Course Revision

ENGR 110	Introduction to Engineering
ENGR 230	Circuit Analysis
FTEC 295A	Firefighter 1 Academy Module A
FTEC 295AL	Firefighter 1 Academy Module A Lab
FTEC 295BL	Firefighter 1 Academy Module B Lab
IATH 205	Intercollegiate Football
IATH 210	Intercollegiate Baseball
IATH 220	Intercollegiate Men's Basketball
IATH 225	Intercollegiate Women's Basketball
IATH 265	Intercollegiate Women's Tennis
IATH 270	Intercollegiate Men's Track and Field
IATH 275	Intercollegiate Women's Track and Field
IATH 280	Intercollegiate Men's Volleyball
IATH 285	Intercollegiate Women's Volleyball

Non-Substantial Course Revision

AERO 120	Aircraft General I
AERO 121	Aircraft General II
AERO 230	Aircraft Airframe I
AERO 231	Aircraft Airframe II
AERO 240	Aircraft Powerplant I
AERO 241	Aircraft Powerplant II
AFAB 110	Introduction to Aircraft Structures, Blueprints, and Manufacturing Documentation
AFAB 115	Aircraft Structures
AFAB 120	Composites Fabrication and Repair
AFAB 130	Aerospace Ethics and Issues
AFAB 140	Pneudraulics
AFAB 150	Surface Preparation and Material Applications
AFAB 210	Aircraft Production Systems
AFAB 215	Advanced Aircraft Sheetmetal & Composite Structures
AFAB 220	Advanced Composite Fabrication, Assembly, and Repair
AFMT 310	Safety in Aviation
AFMT 320	Lean Management (Six Sigma/5S)
AFMT 330	Airframe Manufacturing Producibility
AFMT 340	Theory of Low Observables

AFMT 345	Airframe Composite Manufacturing I
AFMT 350	Airframe Manufacturing Capstone I
AFMT 442	Foreign Object Elimination (FOE) and Migration Paths
AFMT 446	Airframe Composite Manufacturing II
ALM 110	Leadership and Administration
ALM 115	Manufacturing Processes and Controls
ALM 130	Total Quality Management
AM 100	Geometric Dimensioning and Tolerancing (GD&T)
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AM 135B	3D Solid Modeling I using Solidworks
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ANDI 115	Non Destructive Inspection: Eddy Current
ANDI 120	Non Destructive Inspection: Ultrasound Inspection
FTEC 111	Fire Protection Organization
FTEC 112	Fire Prevention Technology
FTEC 113	Fire Protection Equipment and Systems
FTEC 117	Preparing to be a Firefighter
FTEC 125	Hazardous Materials First Responder Operation
FTEC 295B	Firefighter 1 Academy Module B
FTW 124	Wildfire Chain Saws
FTW 221	Wildland Firefighter Safety and Survival
PSCI 101	Physical Science

Course Deactivation

ENGR 199 Occupational Work Experience

Program Revisions

Advanced Aircraft Structures Cert
Aeronautical Non-Destructive Inspection
Aerospace Leadership and Management
Aircraft Airframe AS
Aircraft Airframe Cert
Aircraft Fabrication & Assembly Technician Cert
Aircraft Powerplant AS
Aircraft Powerplant Cert
Airframe Manufacturing Technology BS
Blueprints & Structures LCert
Computer Aided Drafting in CATIA/3DEXperience
Computer Aided Drafting in Solidworks
Firefighter I Academy Cert
General Aircraft Maintenance AS
Wildland Fire Technology AS
Wildland Fire Technology Cert

Program Deactivations
Vocational Nursing Cert



Office of the Dean of Enrollment Services
PETITION FOR CREDIT BY EXAMINATION
INFORMATION, CONDITIONS AND RESTRICTIONS

INFORMATION:

A currently enrolled student may challenge certain courses offered by the College for any of the following purposes:

- Satisfying prerequisites.
- Meeting graduation unit requirements.
- Obtaining course credit for equivalent experience or competency.

Students **MAY NOT** be registered for the course being challenged.

Students may be permitted to obtain credit by examination in selected subjects designated by a division in which the course is taught. A fee is charged for each examination. Students must be qualified to challenge a course by examination through satisfaction of prerequisites for the course or previous experience or training. The grade and credits received after satisfactory completion of examinations will be entered on the student's permanent record. The student's academic record shall be clearly annotated to reflect that the credit was earned by examination.

The results of the examination will be entered on the student's record. At the time a request is submitted, students must indicate whether they wish a letter grade, or a grade of "Pass/No Pass" (if allowed).

One year must elapse before a request for re-examination will be considered.

CONDITIONS AND RESTRICTIONS:

1. Students must be currently enrolled at AVC.
2. Students must submit challenge forms within the first four weeks of the semester.
3. Students challenging a course must complete the examination by Friday of the seventh week of the semester.
4. Students may challenge a maximum of four courses during their enrollment at AVC.
5. Challenge forms are available only in the fall and spring semesters. Summer forms are available only with the written permission of the instructor.
6. The units received by examination may not be used to satisfy the college's residency requirements.
7. Credit received is not applicable for financial aid, veteran's pay, or athletic eligibility.

-OVER-



Office of Academic Affairs
CREDIT BY EXAMINATION COURSE LIST

**PETITION FOR CREDIT BY EXAMINATION
REQUEST PROCEDURE**

PROCEDURE:

1. Students requesting credit by examination must be currently registered at AVC and actively participating in course(s). Students MAY NOT be enrolled in the course they are challenging.
2. A student wishing to challenge a course must submit the completed Petition for Credit by Examination form to Admission and Records within the first four weeks of the semester. The form shall indicate if the course is to be challenged for grade or "Pass/No Pass".
3. Students whose form has been approved by Admissions & Records will be required to pay the current per-unit enrollment fee to the Cashier's Office.
4. The student then submits the form to the appropriate Division Dean and instructor for approval. It is the student's responsibility to make the necessary arrangements with the instructor.
5. The student should request a copy of the completed Petition for Credit by Examination form from the Division.
6. The form is forwarded to Admissions & Records by the Division Office with the final grade.
7. The grade will be posted to the record at the end of the semester.
8. The student is notified that a change has been made to their academic record by email.



Office of Academic Affairs
CREDIT BY EXAMINATION COURSE LIST

ABDY 112 Basic Auto Body Repair	BUS 101 Introduction to Business
ABDY 122 Basic Automotive Refinishing	BUS 105 Business Mathematics
ACCT 111 Bookkeeping	BUS 111 Business English
ACCT 113 Bookkeeping II	
ACCT 115 Payroll Bookkeeping	CA 103 Intro to Computers and Digital Technology
ACCT 121 Microcomputer Accounting	CA 111 Word Processing – Microsoft Word
ACCT 131 Introduction to Income Tax	CA 171 Introduction to Networking
	CA 175 Administering Windows Server
ACRV 112 Basic Refrigeration Systems	CA 176 Windows Server Networking
ACRV 113 Basic Refrigeration Controls	
ACRV 122 Residential Air Conditioning Systems	CHIN 101 Elementary Chinese I
ACRV 123 Residential Air Conditioning Controls	CHIN 102 Elementary Chinese 2
AFAB 110 Intro Struct Blueprint Manufact. Doc	DFST 101 American Sign Language I
AFAB 130 Aerospace Ethics and Issues	DFST 102 American Sign Language II
AFAB 210 Aircraft Production Systems	
AGRI 102 Plant Pest Control	DM 101 Digital Media Arts
AGRI 104 Nursery Practices	DM 103 Graphic Design I
AGRI 110 Basic Landscape Design	DM 113 Photoshop I
AGRI 112 Plant and Landscape Maintenance	DM 115 Graphic Communication I
AGRI 132 Turf and Landscape Maintenance	
AGRI 134 Plant Identification I	ELEC 110 Fundamentals of Electricity
AGRI 153 Landscape Const. – Concrete & Masonry	ELEC 115 Electrical Codes and Ordinances
AGRI 155 Landscape Const. – Wood and Lighting	ELEC 130 Alternating Current Theory
AGRI 210 Advanced Landscape Design	
AGRI 212 Interior Plantscape	ELTE 110 Electronics Mathematics
AGRI 220 Landscape Irrigation	ELTE 125 Direct Current & Alt Current Principles
AGRI 230 Soils and Plant Nutrition	ELTE 130 Digital Circuit Analysis
AGRI 234 Plant Identification II	
AGRI 250 Landscape Management	FREN 101 Elementary French 1
	FREN 102 Elementary French 2
AJ 101 Introduction to Administration of Justice	FTEC 111 Fire Protection Organization
AJ 102 Criminal Law	FTEC 112 Fire Prevention Technology
AJ 103 Criminal Evidence	FTEC 113 Fire Protection Equipment and Systems
AJ 104 Introduction to Corrections	FTEC 114 Building Construction for Fire Protection
AJ 204 Juvenile Procedures	FTEC 115 Fire Behavior and Combustion
ASTR 101 Astronomy	
ATH 100 Introduction to Athletic Training	



Office of Academic Affairs
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GEOG 101 Physical Geography: Earth's Surface Landscapes

GEOL 101 Physical Geology

GER 101 Elementary German 1

GER 102 Elementary German 2

HE 101 Health Education

LATN 101 Elementary Latin 1

LATN 102 Elementary Latin 2

MATH 102 Intermediate Algebra

MATH 115 Statistics

MATH 120 Math for Teachers

MATH 124 Finite Math

MATH 128 College Algebra for Liberal Arts

MATH 135 Plane Trigonometry

MATH 140 Precalculus

MATH 148 Calculus for Business and Economics

MATH 150 Calculus and Analytic Geometry

MATH 160 Calculus and Analytic Geometry

MATH 220 Linear Algebra

MATH 230 Intro to Ordinary Differential Equations

MATH 250 Calculus and Analytic Geometry

MGT 101 Management Principles

MGT 105 Elements of Supervision

MGT 115 Human Behavior in Organizations

MGT 121 Human Resources Management

MKTG 101 Principles of Marketing

MKTG 112 Introduction to Advertising

MKTG 121 Salesmanship

MOA 101 Beginning Medical Terminology

MOA 102 Advanced Medical Terminology

MUS 111 Fundamentals of Music

MUS 131 Keyboard Skills I

MUS 132 Keyboard Skills II

MUS 151 Music Theory II

MUS 153A Musicianship I

MUS 153B Musicianship II

MUS 231 Piano III

MUS 251A Music Theory III

MUS 251B Music Theory IV

MUS 253A Musicianship III

MUS 253B Musicianship IV

MUS 291 Applied Music

MUS 292 Applied Music Performance

MUSC 112 Commercial Music Theory

MUSC 113 Popular Song Writing

MUSC 133 Studio Music Production I

MUSC 134 Studio Music Production II

MUSC 143A Live Sound I

MUSC 143B Live Sound II

MUSC 233 Studio Music Production III

NS 101A Fundamentals of Nursing Science

NS 102A Maternal and Newborn Nursing

NS 103A Medical Surgical Nursing I

NS 200A Nursing Transition

NS 201A Psychiatric-Mental Health Nursing

NS 202A Medical Surgical Nursing II

NS 203A Pediatric Nursing

NS 204A Medical Surgical Nursing III

NS 205A Transition to Professional Nursing

OT 101 Beginning Computer Keyboarding

OT 102 Intermediate Computer Keyboarding

OT 103 Advanced Computer Keyboarding

OT 121 Spreadsheets for the Office

OT 152 Beginning Medical Insurance

RE 111 Real Estate Finance

RE 121 Legal Aspects of Real Estate

RE 141 Escrow Principles

RE 161 Property Management



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SPAN 101 Elementary Spanish 1

SPAN 102 Elementary Spanish 2

VN 109 Fundamentals of Patient care for
Vocational Nurses

VN 110 Self-Care: Fundamentals and
Pharmacology

VN 111 Nursing to Promote Self-Care Agency in the
Child Bearing Family and Pediatric Patient

VN 112 Nursing to Promote Self-Care Agency in the
Adult

VN 113 Nursing Leadership to Promote Self-Care
Agency in the Adult

Credit for Advanced Placement Exam (AP)

*AP exams may be used to satisfy AVC General Education requirements: For applicability toward CSU requirements (major or General Education) or IGETC requirements (major or General Education), please review the appropriate university catalog or speak with an AVC Counselor. *Successful completion of United States History and U.S. Government and Politics AP Exam (Score of 3 or higher) does not fully satisfy the American Institutions requirement. An additional course will be completed at the CSU campus to which the student transfers. (This information is subject to change. Please check with a counselor for most current requirements.)

Examination	Score	Credit	AVC Course Equivalency	*AVC GE Area Granted
Art History	3, 4, 5	3 / 3	ART 101 / 102	AVC AREA C
Art, Studio (2-D Design, 3-D Design, Drawing)	3, 4, 5	3	Not Applicable	Not applicable
Biology	3, 4, 5	4	BIOL 101 / 101L	AVC AREA A
Chemistry	3, 4, 5	5 / 5	CHEM 110 / 120	AVC AREA A
Chinese Language and Culture	3, 4, 5	5 / 5	CHIN 101 / 102	AVC AREA C
Computer Science: Computer Science A	3, 4, 5	3	CS 121	AVC AREA D2
Computer Science Principles	3, 4, 5	3 / 3	CS 110	AVC AREA D2
Economics: Macroeconomics	3, 4, 5	3	ECON 101	AVC AREA B
Microeconomics	3, 4, 5	3	ECON 102	AVC AREA B
English: English Language and Composition	3, 4, 5	3	ENGL 101	AVC AREA D1
English Literature and Composition	3, 4, 5	3 / 3	ENGL 101 / ENGL 102	AVC AREA D1 OR C
Environmental Science	3, 4, 5	3	BIOL 104	AVC AREA A
French Language and Culture	3, 4, 5	5 / 5	FREN 101 / 102	AVC AREA C
French Literature	3, 4, 5	5 / 5	FREN 201 / 202	AVC AREA C
German Language and Culture	3, 4, 5	5 / 5	GER 101 / 102	AVC AREA C
German Literature	3, 4, 5	4 / 4	GER 201 / 202	AVC AREA C
Government & Politics: United States	3, 4, 5	3	POLS 101	AVC AREA B
Comparative Government	3, 4, 5	3	POLS 103	AVC AREA B
History: United States	3, 4, 5	3 / 3	HIST 107 / 108	AVC AREA B
European History	3, 4, 5	3 / 3	HIST 101 / 102	AVC AREA B
World History	3, 4, 5	3 / 3	HIST 104 / 105	AVC AREA B
Human Geography	3, 4, 5	3	GEOG 105	AVC AREA B
Italian Language and Culture	3, 4, 5	5 / 5	Not applicable	AVC AREA C
Japanese Language and Culture	3, 4, 5	5 / 5	Not applicable	AVC AREA C
Latin	3, 4, 5	5 / 5	LATN 101 / 102	AVC AREA C
Mathematics: Calculus AB	3, 4, 5	5	MATH 150	AVC AREA D2
Calculus BC (AB subscore may be used)	3, 4, 5	5 / 4	MATH 150 / 160	AVC AREA D2
Statistics	3, 4, 5	4	MATH 115	AVC AREA D2
Music Theory	3, 4, 5	3 / 2	MUS 151 / 251A	AVC AREA C
Physics 1	3, 4, 5	4	PHYS 101	AVC AREA A
Physics 2	3, 4, 5	4	PHYS 102	AVC AREA A
Physics C (Mechanics)	3, 4, 5	4	PHYS 110	AVC AREA A
Physics C (Electricity & Magnetism)	3, 4, 5	4	PHYS 120	AVC AREA A
Psychology	3, 4, 5	3	PSY 101	AVC AREA B
Spanish: Language and Culture	3, 4, 5	5 / 5	SPAN 101 / 102	AVC AREA C
Spanish: Literature and Culture	3, 4, 5	5 / 5	SPAN 201 / 202	AVC AREA C

College Level Examination Program (CLEP)

* Essay may be required for credit at Antelope Valley College. The UC does not grant credit for any CLEP exams. Some CLEP exams can be used to satisfy CSU General Education Certification. However, the application of CLEP credit to major requirements can vary from campus to campus. Check the appropriate catalog and consult a counselor. (This information is subject to change. Please speak with a counselor for the most current requirements.)

Examinations	Minimum Score	Credits Awarded AVC Course Equivalency	For Credit (Semester)
Accounting, Introductory	50	4	ACCT 201
American Government*	50	3	POLS 101
Business Law, Introductory	50	3	BUS 201
Calculus	50	5	MATH 150
Chemistry	50	5 / 5	CHEM 110 / 120
College Algebra	50	3	MATH 128
College Composition Modular	50	3	ENGL 101
College French, Level 1, Second Semester	50	5 / 5	FREN 101 / 102
College French, Level 2, Fourth Semester	62	5 / 5	FREN 201 / 202
College German, Levels 1, Second Semester	50	5 / 5	GER 101 / 102
College German, Level 2, Fourth Semester	63	4 / 4	GER 201 / 202
College Spanish, Levels 1 Second Semester	50	5 / 5	SPAN 101 / 102
College Spanish, Level 2, Fourth Semester	66	5 / 5	SPAN 201 / 202
General Biology	50	4	BIOL 101 / 101L
History of the United States I	50	3	HIST 107
History of the United States II	50	3	HIST 108
Human Growth Development*	50	3	PSY 235
Information Systems & Computer Applications	50	3	CIS 141
Macroeconomics, Principles of	50	3	ECON 101
Microeconomics, Principles of*	50	3	ECON 102
Management, Principles of	50	3	MGT 101
Marketing, Introductory	50	3	MKTG 101
Psychology, General*	50	3	PSY 101
Sociology, Introductory*	50	3	SOC 101
Western Civilization I:	50	3	HIST 101
Western Civilization II:	50	3	HIST 102
Analyzing and Interpreting Literature	50	6	AVC AREA C
Biological	50	3	AVC AREA A
Humanities	50	6	AVC AREA C
Mathematics	50	6	AVC AREA D2
Natural Sciences	50	6	AVC AREA A
Social Sciences & History	50	6	AVC AREA B

IB Exam	Minimum Score for AVC & CSU	AVC GE Area	Units toward AVC Degree	CSU GE Area	CSU GE Units	Minimum Score for IGETC	IGETC Area	IGETC Units
IB Biology HL	5	A	3	B2	3	5	5B (no lab)	3
IB Chemistry HL	5	A	3	B1	3	5	5A (no lab)	3
IB Economics HL	5	B	3	D	3	5	4	3
IB Geography HL	5	B	3	D	3	5	4	3
IB History (any region) HL	5	B <u>or</u> C	3	C2 <u>or</u> D	3	5	3B <u>or</u> 4	3
IB History (U.S.) HL	5	B <u>or</u> C	3	N/A	N/A	N/A	N/A	N/A
IB Language A – Literature (any language except English) HL	4	C	3	C2	3	5	3B <u>and</u> 6A	3
IB Language A – Language & Literature (any language except English) HL	4	C	3	C2	3	5	3B <u>and</u> 6A	3
IB Language B (any language) HL	4	C	3	N/A	N/A	5	6A	3
IB Mathematics (Analysis & Approaches) HL	4	D2	3	B4	3	5	2A	3
IB Physics HL	5	A	3	B1	3	5	5A (no lab)	3
IB Psychology HL	5	B	3	D	3	5	4	3
IB Theatre HL	4	C	3	C1	3	5	N/A	N/A