

AP&P Agenda

Thursday, August 27, 2020
Via Zoom
3:00 pm – 5:30 pm

Type of Meeting: Regular

Note Taker: *Cheyenne Odenthal*

Please Review/Bring: The past minutes for accuracy.

Committee Members:

Ed Knudson, Co-chair

Kathryn Mitchell, Co-chair

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

Dr. Ariel Tumbaga – proxy for

Timothy Sturm, 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

Dr. Ariel Tumbaga, Faculty Division Rep

Richard Biritwum, Faculty Division Rep

LaDonna Trimble, Student Services Dean

James Dorn, Faculty Division Rep

Items	Person	Action
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	Kathryn called the meeting to order at 3:06pm Ed Knudson will be a part of the committee because he is the acting VP. We are not sure why the Non substantial workflow is not available and we do have a meeting set up with eLumen to help solve the issue.
II. Minutes 5/14/20	<i>All</i>	<u>Issues Discussed:</u> <u>Action Taken:</u> Motion to approve the 5/14/20 minutes Motion seconded Motion approved <u>Follow Up Items:</u>
III. Informational Item - Proxies for representatives - Meeting schedule: 9/10, 9/24, 10/8, 10/22 - AP&P Annual Training, Canvas - Handbook/Website update	<i>Kathryn Mitchell</i>	<u>Issues Discussed:</u> If your proxies have changed from the last semester please let Cheyenne Odenthal know. This year for the annual AP&P requirement, it will be conducted on Canvas. The training will involve material to review and quiz with 5 questions.

		<p>Cheyenne Odenthal has updated the AP&P website except for the links to the Chancellor's office website.</p> <p>The handbook has been delayed. Cheyenne will have a rough draft/update on the handbook during the following meeting.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> - Refresher of eLumen for Reps - eLumen Training & Workshop Schedule (attachment) - 2020-2021 AP&P Goals - Fall 2020 Revision List (attachment) 	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p>Cheyenne Odenthal did a quick overview of how to courses to approve in eLumen. Along with sending a quick guide out prior to the meeting.</p> <p>eLumen training sessions and workshops are available and on the AP&P website. AP&P reps are encouraged to let their faculty know about these trainings and workshops.</p> <p>The list of courses and programs due for revision in Fall 2020 are available via the spreadsheet that Cheyenne shared with the committee. The programs tab was not updated and will be updated by the following Friday.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>V. Action</p> <p><i>Nonsubstantial Course Revisions</i></p> <p>HD 100 Basic Strategy/College Success</p> <p>HD 101 College and Life Management</p> <p>HD 102 Soldiers to Scholars</p>	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p>Motion to approve non substantial courses</p> <p>Motion seconded</p> <p>Motion approved</p> <p><u>Follow Up Items:</u></p>

<p>VI. Closing Comments</p>	<p><i>Kathryn Mitchell</i></p>	<p>Due to the loss of access to Curricunet it is encouraged that AP&P Reps let your faculty know that they should go in and saved their CORs.</p> <p>At the moment Dr. Scott Lee is doing all of the approvals as the DE tech review and he could need help in the future.</p> <p>AP&P reps need to remind faculty that the deadline for all submissions is September 30th.</p> <p>Dean Trimble mentioned that the Chancellor's office needs something submitted to them for approval in regards to prior learning.</p> <p>James Dorn mentioned that when you log into eLumen you will only be able to see SLOs for the courses that you teach but you can see SLOs for courses that are not your by visiting the public eLumen site (avc.elumenapp.com/public).</p>
<p>NEXT MEETING DATE: 9/10/2020</p>		<p>Kathryn adjourned the meeting at 4:10pm</p>