



<h1>AP&amp;P Minutes</h1>	<b>Thursday, October 26, 2017</b> <b>BE 314</b> <b>3:00 – 5:30pm</b>
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**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** The past minutes for accuracy.

<p><b><u>Committee Members Present:</u></b>          Jeffrie Ahmad, Faculty Division Rep          Kathleen Ballestero, proxy          Bonnie Curry, Faculty Division Rep          Riley Dwyer, Academic Dean          Jessica Eaton, Articulation Officer          Ibrahim Ganley, Faculty Division Rep          Irit Gat, Faculty Division Rep          Richie Neil Hao, Faculty Division Rep          Michael Hutchison, Faculty Division Rep          Dietra Jackson, proxy          Scott Lee, Faculty Division Rep/Librarian/DE Liaison          Cynthia Littlefield, Faculty Division Rep          Mark McGovern, Faculty Division Rep          Alberto Mendoza, Adjunct Rep          Terry Rezek, Faculty Division Rep          Deborah Sullivan-Ford, Faculty Division Rep          Michael Tran, proxy          LaDonna Trimble, Student Services Dean          Les Uhazy, Technical Education Dean          Darcy Wiewall, Co-chair</p>	<p><b><u>Committee Members Absent:</u></b>          Luis Echeverria, Faculty Division Rep          Tooraj Gordi, Faculty Division Rep          Tim Sturm, Faculty Division Rep          Bonnie Suderman, Co-chair</p> <p><b><u>Guests Present:</u></b>          Diane Flores-Kagan          Daniel Humphrey          Tom O’Neil          Melissa Ramiro          Duane Rumsey          Ande Sanders</p>
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Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	Dr. Darcy Wiewall called the meeting to order at 3:10pm and welcomed the committee members to the meeting.
II. Meeting Minutes – -10/12/2017	<i>All</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to table the meeting minutes. Motion carried by all members present.</p> <p><b><u>Follow Up Items:</u></b> This item will return to the next agenda for approval.</p>
III. Informational Item – -2017-2018 Meeting Schedule: 10/26/17, 11/9/17, 2/22/18 3/8/18, 3/22/18, 4/12/18 4/26/18, 5/10/18	<i>Darcy</i>	<p><b><u>Issues Discussed:</u></b> Dr. Darcy Wiewall asked the committee members to note the listed AP&amp;P meeting dates. She also requested they review the courses and programs not for deactivation. If any course or program deactivation impacts your division, please bring those concerns to this committee. If a course or program is tied to</p>



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<p>-Deactivations Impact  ART 230  AUTO 176  BUS 203  CT 212  KIN 110, 111, 145, 165, 180, 190  MGT 105, 212  MKTG 121  Business Administration, AA  Family Consumer Sciences, AS</p> <p>-Courses due Fall 2017</p>		<p>your course or program as a requisite of program requirement, then please revised those courses and programs through curricunet to review the link to the deactivated course.</p> <p><b><u>Action Taken:</u></b>  None.</p> <p><b><u>Follow Up Items:</u></b>  The course deactivations will be placed on a future agenda for approval once all the programs and courses that are linked have been reviewed and revised through curricunet.</p>
<p>IV. Report Item –  -TOP/CIP/SAM/SO Code Review  -Courses Not Taught in 2 or more yrs  -Courses Never Taught</p>		<p><b><u>Issues Discussed:</u></b>  Divisions were asked to report on the three items:</p> <ul style="list-style-type: none"> <li>• Rhetoric and Literacy (Jeffrie Ahmad): ENGL 115 TOP Code should be double check as the course SAM Code may need adjusting.</li> <li>• Library (Scott Lee): CIP Code for all LIB courses should be 25.9999</li> <li>• Career Technical Education (Deb Sullivan-Ford):  ACCT 131 TOP 0502.10 and CIP 521601  ACCT 199 TOP 0502.00 and CIP 520301  ACCT 201 TOP 0502.00 and CIP 520305  ACCT 205 TOP 0502.00 and CIP 520305  CA 103 and CA 107 TOP 0708.20 CIP 111006  CA 111 SAM Code D  CA 131 and CA 132 TOP Code 0702.20 CIP 110802  CA 141 SAM Code D  CA 151 TOP Code 0708.20 CIP 110901  CA 199 TOP 0799.00 CIP 119999  CA 153, 171, 175, 176, 182, 183 TOP 070810 CIP 110901  CIS 111, CIS 113, CIS 121 SAM Code D  CIS 157, 159 TOP 070810 CIP 110901  MGT 105 TOP 050630 CIP 520204  OT 150, 152, 205 TOP 051420 CIP 510716  OT 204 TOP 0514.10 CIP 220301  BUS 113 and BUS 199 SAM Code C</li> <li>• Career Technical Education (Mike Hutchison):  ATH 100 SAM Code D  ATH 102, 103, 102L, 103L SAM Code C  FTEC 102 and 125 SAM D TOP 2133.00  FTEC 112, 113, 114, 122 SAM Code D  MOA 110, 111 SAM Code D  MOA 102 SAM C  NS 101A, 102A, 201A SAM C  NS 103A, 202A SAM D</li> </ul>



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		<p>RADT 109, 202, 203, 204, 207, 208, 210 SAM C RCP 101 SAM C and RCP 102 SAM D</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> This item will return to the next agenda to provide report opportunities for those divisions that have not done so.</p>
<p>V. Action Item – -17-18 AP&amp;P Goals</p> <p>Consent Agenda – Non-Substantial Course Rev:</p> <ul style="list-style-type: none"> <li>- AUTO 111</li> <li>- BIOL 110, 204</li> <li>- CA 103, 121, 221</li> <li>- CHEM 101, 102, 120</li> <li>- CIS 159</li> <li>- COMM 105, 107, 112, 114, 116, 215</li> <li>- CT 100, 102, 114</li> <li>- DFST 204</li> <li>- ENGL 090, 095, 097, 099</li> <li>- GER 202</li> <li>- HE 101</li> <li>- HIST 108, 118</li> <li>- MKTG 112</li> <li>- MOA 101</li> <li>- NF 150</li> <li>- POLS 202</li> <li>- SOC 101, <u>110</u></li> <li>- WELD 101</li> </ul> <p>Substantial Course Revision:</p> <ul style="list-style-type: none"> <li>- BIOL 204 Hybrid</li> <li>- CA 103 Online, 103 Hybrid</li> <li>- CA 121 Online, 121 Hybrid</li> <li>- CA 221 Online, 221 Hybrid</li> <li>- CFE 102, 102 Online, 103, 104, 105, 106, 107, 113, 114, 115, 201, 212, 212 Online, 213, 213 Online</li> <li>- CHEM 101 Hybrid, 110</li> <li>- COMM 105 Online, 219</li> <li>- CT 105, 110, 130, 200, 241, 243</li> <li>- DFST 102L, 105, 201L, 205</li> <li>- HE 101 Online</li> <li>- HIST 101, 102, 105, 108 Online, 108 Hybrid, 114, 115, 119</li> <li>- LAC 020</li> <li>- MATH 001</li> <li>- MKTG 112 Online, 112 Hybrid</li> <li>- MOA 101 Online, 101 Hybrid</li> <li>- SOC 101 Online, 101 Hybrid, 110 Online, 110 Hybrid</li> </ul>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the 17-18 AP&amp;P Goals as presented. Dr. Darcy Wiewall indicated that only a few committee members sent a request regarding the committee goals. She evaluated those requests and identified additional goals as being appropriate for the committee. After a brief review and discussion, the committee approved them as presented. Motion carried.</p> <p>A motion was made and seconded to add SOC 110 COR to the list of courses under Consent Agenda-Non-Substantial Course Rev. Motion carried.</p> <p>A motion was made and seconded to approve the courses noted under Consent Agenda-Non-Substantial Course Rev. Motion carried.</p> <p>A motion was made and seconded to approve the courses listed under Substantial Course Revision with the exception of MATH 110 and the addition of HE 101 Online. After a review of each course individually, the motion passed. Motion carried.</p> <p>A motion was made and seconded to list MATH 110 as a new course as it was made obsolete many years ago. Motion carried.</p> <p>A motion was made and seconded to approve MATH 110 as a new course development. After a review of the course outline of record, no request of revisions were requested. Motion carried.</p> <p>A motion was made and seconded to approve the course deactivation of ART 230. Motion carried.</p>



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New Course Dev: - MATH 110  Course Deactivation: - ART 230		<b><u>Follow Up Items:</u></b> None.
<b>NEXT MEETING DATE:</b> 11/9/17		A motion was made and seconded to adjourn the AP&P meeting at 5:10pm. Motion carried.