



<h1>AP&P Minutes</h1>	<p>Thursday, November 17, 2016 BE 314 3:00 – 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.

Committee Members Present:
 Jeffrie Ahmad, Faculty Division Rep
 Luis Echeverria, Faculty Division Rep
 Laureano Flores, Technical Education Dean
 Ibrahim Ganley, Faculty Division Rep
 Tooraj Gordi, Faculty Division Rep
 Lee Grishman, Articulation Officer
 Michael Hutchison, Faculty Division Rep
 Scott Lee, Faculty Division Rep/Librarian/DE Liaison
 Cynthia Littlefield, Faculty Division Rep
 Mark McGovern, Faculty Division Rep
 Alberto Mendoza, Adjunct Rep
 Tom O’Neil, proxy Dean
 Tim Sturm, Faculty Division Rep
 Bonnie Suderman, Co-chair
 Deborah Sullivan-Ford, Faculty Division Rep
 Mary Rose Toll, Faculty Division Rep
 Mike Tran, proxy Faculty Division Rep
 LaDonna Trimble , Student Services Dean
 Darcy Wiewall, Co-chair

Committee Members Absent:
 Bonnie Curry, Faculty Division Rep
 Kerlin Grimaldi Linares, Student Rep
 Scott Lee, Faculty Division Rep/Librarian/DE Liaison
 Cynthia Lehman, Faculty Division Rep
 Marjorie Marquez, Student Rep
 Terry Rezek, Faculty Division Rep
 Les Uhazy, Academic Dean

Guests Present:
 Nancy Bednar
 Peter Chege
 Maria Clinton
 Diane Flores-Kagan
 David Newby
 Michael Pesses
 Duane Rumsey
 Karen Stenback

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/Bonnie</i>	Dr. Darcy Wiewall called the meeting to order at 3:01pm. She thanked all the members present for attending this emergency meeting to complete the course and program approvals for the academic year. Dr. Wiewall expressed concerns with many courses that arrived at technical review with simple issues in the homework hours. Unfortunately, those changes need to be made before committee consideration. She requested all members to spend some extra time to review the homework, methods of evaluation and textbook to ensure they are appropriate and in line with requirements.
II. Informational Item -Courses Due Fall 2016 -2016-2017 Meeting Schedule: 2/23/17, 3/9/17, 3/23/17, 4/13/17, 4/27/17, 5/11/17 -Deactivations Impact BUS 203 MATH 125 NS 110, 111, 120, 121, 122, 200, 230, 231, 232 Family Consumer Sciences, AS	<i>Darcy</i>	<u>Issues Discussed:</u> Dr. Darcy Wiewall indicated that nearly all courses have made it through this fall semester. Today’s meeting should finish off nearly all that remain with only five courses that did not make the deadline. She expressed gratitude to all committee members for their hard work this semester. The list of courses due in the coming academic year will be communicated at the 2/23/2017 meeting.



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<p>-16-17 AP&P Goals</p>		<p>Action Taken: None.</p> <p>Follow Up Items: The course and program deactivations noted in this area will return to a future meeting agenda for formal committee consideration.</p> <p>The 16-17 Goals will be further discussed in the spring term. Faculty representatives are encouraged to send their goal recommendations or concerns to Dr. Darcy Wiewall.</p>
<p>III. Action Item – Consent Agenda – Non-substantial Course Rev: AUTO 177, DRFT 250, ECON 100, ECON 102, FREN 202, FREN 203, GEOG 102L, HD 100, HD 101, HD 102, LAC 100, MOA 102, MUS 131, MUS 132, MUS 151, MUS 153, MUS 185, MUS 231, MUS 232, MUS 253A, MUS 253B, MUS 255A, MUS 255B, NS 101A, NS 103A, OT 101, OT 102, OT 103, OT 113, RCP 202, WDTO 101</p> <p>FTV 101, FTV 107, FTV 108, FTV 201, FTV 215, FTV 220, FTV 230</p> <p>Substantial Course Rev: ACRV 100, AFAB 110, AFAB 115, AFAB 120, AFAB 210, ECON 100 Hybrid, ECON 102 Online and Hybrid, GEOG 101, GEOG 101 Hybrid, GEOG 101L, GEOG 102L Online, GEOL 102, HD 100 Online and Hybrid, HD 101 Online and Hybrid, HD 102 Hybrid, LAC 100 Hybrid, MOA 102 Online, MUS 185, RCP 101, WELD 240</p> <p>ATH 100, BUS 105, ELEC 120, POLS 202</p> <p>New Course Dev: AFAB 140, FTEC 285</p> <p>Course Deactivation: ENGR 221, KIN 196, KIN 197, OT 105, THA 120A, THA 120B, THA 120C, THA 120D, THA 205</p>	<p>All</p>	<p>Issues Discussed: None.</p> <p>Action Taken: A motion was made and seconded to table OT 101, OT 102, OT 103, and OT 113. Motion carried by all members present.</p> <p>A motion was made and seconded to move MUS 185 from Consent Agenda – Non-substantial Course Revisions to Substantial Course Revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to delete HD 102 Hybrid under Substantial Course Revisions. The AP&P Representative confirmed with faculty that the course creation was not fully completed and will be started over at a point in the future. Motion carried by all members present.</p> <p>A motion was made and seconded to delete those courses listed under Course Deactivations as these were approved at the last meeting. Motion carried by all members present.</p> <p>A motion was made and seconded to approve the courses listed under Consent Agenda – Non-substantial Course Revisions. Motion carried by all members present.</p> <p>A motion was made and seconded to approve Consent Agenda – Non-substantial Course Revisions FTV 101, FTV 107, FTV 108, FTV 201, FTV 215, FTV 220, FTV 230 pending the Outcomes Committee approval of the course learning outcomes. Motion carried by all members present.</p> <p>A motion was made and seconded to approve AFAB 115, AFAB 120, ECON 100 Hybrid, ECON 102 Online and Hybrid, GEOG 101, GEOG 101 Hybrid, GEOG 101L, GEOG 102L Online, GEOL 102, HD 100 Online and Hybrid, HD 101 Online and Hybrid, LAC</p>



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	<p>100 Hybrid, MOA 102 Online, MUS 185, and RCP 101. After a review of each noted course, the committee agreed revisions are not needed. Motion carried by all members present.</p> <p>A motion was made and seconded to approve ACRV 100, AFAB 110, AFAB 210, and WELD 240. After a review of each noted course, revisions were noted for each within CurricUNET. The faculty, AP&P representative and/or dean present agreed to the requested changes which were made during the meeting. Specifically for WELD 240, the dean presented documentation that supported the prerequisites as noted in CurricUNET. AS a result no additional revisions were required to WELD 240. Motion carried by all members present with requested revisions.</p> <p>A motion was made and seconded to approve BUS 105 and ELEC 120 pending the Outcomes Committee approval of the course learning outcomes. After a review of each noted course, revisions were not needed and the approval moved forward. Motion carried by all members present.</p> <p>A motion was made and seconded to approve ATH 100 and POLS 202 pending the Outcomes Committee approval of the course learning outcomes. After a review of each noted course, revisions were requested and noted in CurricUNET. The faculty, AP&P representative and/or dean present agreed to the requested changes which were made during the meeting. Motion carried by all members present with requested revisions.</p> <p><u>Follow Up Items:</u> Dr. Darcy Wiewall expressed concerns with approving ELEC 130 at the last meeting without requiring the same supporting documentation that was brought forward for WELD 240. After a discussion the committee agreed the supporting documentation of the prerequisite be brought forward for committee consideration.</p>
NEXT MEETING DATE: 2/23/17	The meeting adjourned at 4:32pm. Dr. Darcy Wiewall thanked the committee for their time and wished them a happy time off once fall ended. She reminded the members of our next meeting on 2/23/2017.