



# Academic Policies & Procedures

## AP&P Minutes

Thursday, April 8, 2021  
3:00 pm – 5:30 pm via Zoom

**Type of Meeting:** Regular

**Note Taker:** Sam Darby

**Please Review/Bring:** The past minutes for accuracy.

### Committee Members:

*Kathryn Mitchell, Co-chair*

*Isabelle Saber, Co-chair\**

*Dr. Jessica Eaton, Articulation Officer*

*Timothy Sturm, CTE Representative*

*Kent Moser, CTE Representative*

*Vacant, HSS Representative*

*Maria Kilayko, HSS Representative\**

*James Dorn, MSE Representative*

*Richard Biritwum, MSE Representative*

*Jeffrie Ahmad, R&L Representative*

*Dr. Richie Hao, R&L Representative*

*Dr. Ronald Chapman, SBS Representative*

*Dr. Ibrahim Ganley, SBS Representative*

*Cynthia Littlefield, A&H Representative*

*Dr. Ariel Tumbaga, A&H Representative*

*Dr. Scott Lee, Library Rep, Librarian, DE Liaison*

*Luis Echeverria, Student Services, Counseling*

*Gabrielle Poorman, Adjunct Representative*

*Greg Borman, Administrative Position*

*Riley Dwyer, Administrative Position*

*LaDonna Trimble, Administrative Position*

*Cindy Hendrix, Outcomes Representative*

*Ronda Nogales, Outcomes Representative*

*Mariano Eguizaba, Student Representative\**

*\*=Absent*

### Guests:

*Debra Dickenson*

*Rosario Gonzalez*

*Joe Owens*

*Fred Aviles*

*Mary Jacobs*

*Jim Bowens*

Items	Person	Action
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	Meeting called to order at 3:02 p.m.  Reminder to review comments prior to the AP&P committee agenda. New features will allow us to “send back.”  As part of the reorg, we will discuss the new reps for Kinesiology & Athletics. Goal will be to make recommendations to the Senate at the next AP&P meeting.
II. Minutes 3/25/21	<i>All</i>	<b>Issues Discussed:</b> Motion to approve minutes from 3/25/21 meeting. Motion seconded. Motion approved. 2 abstentions.



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<p>III. Informational Item</p> <ul style="list-style-type: none"> <li>- Spring '21 Meeting Schedule: 4/22</li> <li>- AP&amp;P Training dates</li> <li>- New AP&amp;P Representatives</li> <li>- AP&amp;P Handbook Draft</li> </ul>	<p><i>Kathryn Mitchell</i></p>	<p><b><u>Issues Discussed:</u></b> AP&amp;P Training dates</p> <ul style="list-style-type: none"> <li>- April 16th at 10:00am</li> <li>- April 14th at 2:30pm</li> </ul> <p><b><u>Follow up:</u></b> Confirmation with Zoom information to be emailed.</p> <p><b><u>Issues Discussed:</u></b> New AP&amp;P Representatives. Take information to division.</p> <p><b><u>Follow up:</u></b> New representatives will be needed by the first Fall AP&amp;P meeting.</p> <p><b><u>Issues Discussed:</u></b> AP&amp;P Handbook Draft presented.</p> <p><b><u>Follow up:</u></b> AP&amp;P Handbook added as an action item to the next meeting.</p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> <li>- Credit for Prior Learning Transcript Record</li> <li>- <a href="#">HyFlex Model</a></li> </ul>	<p><i>Kathryn Mitchell</i></p>	<p><b><u>Issues Discussed:</u></b> Credit for Prior Learning- Transcript Record. Dean Trimble shared the statement from Title 5 55050 (g):</p> <p style="padding-left: 40px;">(g) Grading shall be according to the regular grading system approved by the governing board pursuant to section 55023, except that students shall be offered a “pass-no pass” option if that option is ordinarily available for the course.</p> <p>Students will receive grades or elect a pass or no pass.</p> <p>Statement in CPL document is a concern for counselors: “The student shall complete the Credit for Prior Learning assessment petition available in the Counseling Office”</p> <p>No current form is in place. Will it be created? Why is it referenced?</p> <p>CoChair Mitchell confirmed this process is only for AVC.</p> <p>Robust conversation ensued regarding acceptance of this policy on the UC &amp; CSU level.</p> <p><b><u>Action taken:</u></b> Suggestions and concerns added to CPL document that will be sent to the Senate.</p>



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		<p><b>Issues Discussed:</b>  <a href="#">HyFlex Model</a> document shared by Van Rider, Senate President. CoChair Mitchell expressed that this is for a discussion only; we are not to vote.</p> <p><b>Action taken:</b>  Robust conversation ensued. Faculty expressed concern for impact. Statement was made that the Summer term is already set in place for a HyFlex Model.</p> <p>No exact definition matches; it's a combination of the 4 definitions. Shall the committee make recommendations for future changes? This information was also sent to DETC.</p> <p><b>Follow up:</b>  CoChair Mitchell will relay notes back to the Senate.</p>
<p>V. Reports  - Correspondence Ed</p>	<p><i>Scott Lee</i></p>	<p><b>Issues Discussed:</b>  Correspondence Ed policy Scott discussed the process and will be sharing the language for review.</p> <p><b>Follow up:</b>  Form sent to committee as an informational item.</p>
<p>VI. Action  - Credit for Prior Learning</p> <p><i>New Course Developments</i>  NS 100 Preparing for Success in Nursing  NS 103L Skill Lab 103  NS 203L Skills Lab 203  NS 204L Skills Lab 204</p>	<p><i>Kathryn Mitchell</i></p>	<p><b>Action taken:</b>  Motion to approve CPL  So moved  Motion seconded  Motion approved</p> <p>Motion to approve new course developments:  NS 100  NS 103L  NS 203L  NS 204L  Motion seconded  Motion approved</p>



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<p><i>Course Deactivations</i>  MATH065C Basic Math Unit 1  MATH065D Basic Math Unit 2  MATH065E Basic Math Unit 3  MATH065F Basic Math Unit 4  MATH070C Ele Algebra Unit 1  MATH070D Ele Algebra Unit 2  MATH070E Ele Algebra Unit 3  MATH070F Ele Algebra Unit 4  MATH105 Geometry and Methods of Proof  MATH65 Basic Math  MATH70 Elementary Algebra  Math 090 Intermediate Algebra  Math 090A Intermediate Algebra Unit 1  Math 090B Intermediate Algebra Unit 2  Math 090C Intermediate Algebra Unit 3  Math 090D Intermediate Algebra Unit 4</p> <p><i>Emergency Distance Education</i>  PHTC 101 Beg Black and White Photo</p> <p><i>Substantial course revisions</i>  ELTE 145 Accept of Electronic Assemble  PSY 101 General Psychology  PSY 236 Developmental Psychology</p> <p><i>Substantial Program revisions</i>  All Automotive Systems A.S.  Business Administration A.S.-T.  Computer Applications A.S.  Computer Applications Cert.  Computer Networking Multi Cert.  Computer Networking Core Cert.  Computer Networking Multi-Plat A.S.  Administrative Medical Assistant A.S.  Administrative Medical Assistant Cert.</p> <p><i>Non-substantial Program revisions</i>  None</p> <p><i>New Program Development</i>  None</p>		<p>Motion to approve course deactivations:  MATH065C  MATH065D  MATH065E  MATH065F  MATH070C  MATH070D  MATH070E  MATH070F  MATH105  MATH65  MATH70  Math 090  Math 090A  Math 090B  Math 090C  Math 090D  Motion seconded  Motion approved</p> <p>Motion to approve DE component:  PHTC 101  Motion seconded  Motion approved</p> <p>Motion to approve substantial course revisions:  ELTE 145  PSY 101  PSY 236  Motion seconded  Motion approved</p> <p>Motion to approve substantial program revisions:  Computer Applications A.S.  Computer Applications Cert.  Computer Networking Multi Cert.  Computer Networking Core Cert.  Computer Networking Multi-Plat A.S.  Administrative Medical Assistant A.S.  Administrative Medical Assistant Cert  Motion seconded  Motion approved</p> <p>Motion to table substantial program revisions:  All Automotive Systems A.S.</p>
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		Business Administration A.S.-T. Motion seconded Motion approved
VII. Closing Comments	<i>Kathryn Mitchell</i>	Meeting adjourned at 4:52 p.m.
<b>NEXT MEETING DATE: 04/22/21</b>		