

AP&P Minutes

Thursday, September 10, 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:

Kathryn Mitchell, Co-chair

Dr. Jessica Eaton, Articulation Officer

Dr. Maria Clinton, CTE Representative

Michael Hutchinson, HSS Representative

Maria Kilayko, HSS Representative

James Dorn, 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

Kent Moser, BCS Representative

Cindy Hendrix, Outcomes Representative

Ronda Nogales, Outcomes Representative

Mariano Eguizaba, Student Representative

Tim Sturm, CTE Representative

Committee members not in attendance:

Ed Knudson, Co-chair

Vacant, MSE Representative

Vacant, Student representative

Items	Person	Action
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	<p>Kathryn Called the meeting to order at 3:04pm</p> <p>There has been two volunteers to help Dr. lee with DE tech review for this semester.</p> <p>The Non Substantial revision workflow is now available. However, faculty will have access to areas of the course that are not a part of the non substantial revision. If faculty changes areas they are not aloud then it will change to substantial revision.</p>

		The Substantial workflow does not allow
<p>II. Minutes 8/27/20</p>	All	<p><u>Issues Discussed:</u> Motion to approved minutes from 8/27/2020 Motion seconded Motion approved</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>III. Informational Item</p> <ul style="list-style-type: none"> - Proxies for representatives - Meeting schedule: 9/24, 10/8, 10/22, 11/12 - AP&P Annual Training, Canvas - Handbook/Website update 	Kathryn Mitchell	<p><u>Issues Discussed:</u> Kathryn and Cheyenne are receiving emails from the Committee if those have updated their proxies.</p> <p>About half of the AP&P have not completed the AP&P training in canvas. This training was due by the meeting today (September 10, 2020). If a member has not completed this course it does not need to be completed by the next meeting (September 24, 2020)</p> <p>Cheyenne has been working on the AP&P handbook however, due to the strict deadline of submissions in eLumen Cheyenne has been assisting faculty with their submissions.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> - Review of Articulation - Upper Division Units as Substitution for AD-T Major Requirements 	Dr. Jessica Eaton/ Kathryn Mitchell	<p><u>Issues Discussed:</u> The issue of stuents having the ability to use upper divisions as substitution for AD-T major requirements has come up a few times in the counseling department. Allowing students to substitutes allows for less units to acquired locally. Dr. Eaton mentioned this allowed but she wanted to make the division aware and ensure that they are in agreeance with this.</p> <p>LaDonna Trimble asked how often this happens and Dr. Eaton said this issue does come a few times a semester.</p>

		<p>Dr. Eaton suggested that the AP&P Reps take this issue back to their divisions.</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u> Kathryn asked that the committee take the memo back to their divisions and get their feed back on the on upper division units ad substitution for AD-T requirements.</p>
<p>V. Action</p> <p>AP&P 2020-2021 Goals</p> <p><i>Non-substantial Course Revisions</i></p> <p>MUS 101 Music Appreciation</p> <p>MUS 105 World Music</p> <p>MUS 111 Fundamentals</p>	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u> Motion to approve AP&P 2020-2021 Goals Motion seconded Motion approved</p> <p>Motion to Approve Non-substantial course revisions Motion seconded Motion Approved</p> <p><u>Follow Up Items:</u></p>
<p>VI. Closing Comments</p>	<p><i>Kathryn Mitchell</i></p>	<p>Kathryn reminded the committee that the substantial revision workflows will not allow for review button for committee, but the committee can review the courses once the agenda is sent out</p>
<p>NEXT MEETING DATE: 9/24/2020</p>		<p>Kathryn adjourned the meeting at 3:56pm</p>