

ANTELOPE VALLEY COLLEGE  
Academic Affairs Office

DATE: December 11, 2014  
LOCATION: BE 324 – Computer Room  
TIME: 3:05 p.m.

MEMBERS PRESENT			MEMBERS ABSENT
Jeffrie Ahmad	Scott Lee	Bonnie Suderman	Jennifer Corona, ASO Rep
Nancy Bednar, proxy	Cynthia Littlefield	Mary Rose Toll	Raul Curiel, ASO Rep
Karen Cowell	Mark McGovern	Les Uhazy, proxy	Luis Echeverria, SS Rep
Tooraj Gordi	Rosa Onofre, proxy	Darcy Wiewall, proxy	Linda Harmon, CoChair
Lee Grishman, proxy			Lisa Karlstein, Div. 5 Rep
			Cynthia Lehman, Div. 4 Rep
			Joe Owens, Div. 1 Rep
			Deborah Sullivan-Ford, Div. 1 Rep
			Rep
			LaDonna Trimble, SS Dean
			Denise Walker, Div. 1 Rep
GUESTS PRESENT			
Ibrahim Ganley	Zia Nisani		
Carlos Hernandez	Nikki Riley		
Kyle Jacobsen			

**2014-2015**  
**Academic Policies & Procedures Committee Meeting No. 6**  
**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

A motion was made and seconded to call the December 11, 2014 AP&P Committee Meeting to order at 3:05p.m. Dr. Darcy Wiewall, AP&P Faculty Co-Chair proxy, called the meeting to order at 3:05p.m. Motion carried.

**2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR**

Dr. Darcy Wiewall indicated that she would be running the meeting today as Ms. Linda Harmon is not well.

**3. APPROVAL OF MINUTES**

- a. **October 23, 2014 Minutes**
- b. **November 13, 2014 Minutes**

A motion was made and seconded to table items 3a and 3b. Motion carried.

**4. INFORMATIONAL ITEMS**

**a. 2014-15 AP&P Deadline – Courses and Programs need to be approved by 12/11/2014 for Fall 2015 inclusion**

- CORs that need to be revised this academic year – List at the end of the agenda
- TMC Degrees that may need to be developed and brought to AP&P – List at the end of the agenda
- C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda

**b. CSUGE/IGETC Course Designation – Dr. Lee Grishman**

- IGETC
  1. AJ 204 – Area J
  2. GEOG 110 – Area 4E
  3. PSY 200 – Area 4I
  4. SOC 116 – Area 4J
- UC/CSU Transferable
  1. SOC 116
- CSU/GE
  1. CFE 211 – Area D7
  2. AJ 210 – Area D10
  3. AJ 204 – Area D10
  4. ART 136 – Area C1
  5. GEOG 110 – Area D5
  6. HD 102 – Area E
  7. KIN 100 – Area E
  8. PSY 200 – Area D9
  9. SOC 116 – Area D4
  10. SOC 116 – Area D7
  11. SOC 116 – Area D10
- CSU Transferable
  1. ENGL 100A
  2. ENGL 100C
  3. FTEC 111
  4. FTEC 112
  5. FTEC 113
  6. FTEC 114
  7. FTEC 117
  8. ID 240
  9. NS 101A
  10. NS 102A
  11. NS 103A
  12. NS 201A
  13. NS 202A
  14. NS 203A
  15. NS 204A
  16. NS 205A
  17. RADT 205

Dr. Lee Grishman, Articulation Office, indicated that AJ 204 under IGETC was being submitted for Area 4J. He also noted that HIST 111 was resubmitted for the CSU American Ideals (CSU History, Constitution, and American Ideals) requirement.

**5. DISCUSSION ITEM**

**a. AVC College Catalog**

Dr. Bonnie Suderman, VP of Academic Affairs, informed the committee that she is interested in establishing a team of reviewers for the college catalog. She requested clarification on how involved this committee would like to be in that process as much of the content must first be approved by this group before moving forward. Dr. Lee Grishman indicated that he had been part of a review team previously for the catalog. Dr. Nancy Bednar felt this committee is already tasked with plenty and adding the catalog would likely be too much. Dr. Karen Cowell expressed concerns that the front portion of the catalog is only reviewed by a student services dean but should probably also be reviewed by an academic affairs dean. Dr. Suderman wanted to be sure to include all necessary parties when seeking input on the catalog review. The committee as a whole felt it would be appropriate to create a separate group to review the catalog as this has not previously required this committee's participation.

**6. ACTION ITEM**

**a. Consent Agenda: Non-substantial Course Revisions (COR Complete / SLO Complete)**

- i. **CHEM 101, Introductory Chemistry**
- ii. **ED 141, Introduction to Special Education**
- iii. **FTV 242, Writing & Pre-Prod of Short Film**
- iv. **FTV 244, Production and Post-Production of the Short Film**
- v. **FTV 251, Contemporary American Independent Film**
- vi. **FTV 261, Religion and Cinema**
- vii. **KIN 225, Intercollegiate Women's Tennis**
- viii. **WELD 101, Welding Fundamentals**
- ix. **WELD 110, Oxyacetylene Welding, Cutting, Brazing**
- x. **WELD 120, Basic Shielded Metal Arc Welding**
- xi. **WELD 130, Advanced Shielded Metal Arc Welding**
- xii. **WELD 145, Advanced Welding Processes**
- xiii. **WELD 212, Performance Welding-Arc Welding Processes**

A motion was made and seconded to approve item 6a Non-substantial course revisions. After a brief moment, the committee requested a minor revision to the homework section of CHEM 101. Edits were completed during the meeting with the approval of the faculty member present. Motion carried. A second motion was made and seconded to approve the course content for the courses listed under item 6b. Motion carried.

**b. First Reading: Substantial Course Revision (COR Complete / SLO Complete)**

**i. ECON 101, Principles of Macroeconomics**

A motion was made and seconded to approve ECON 101, Principles of Macroeconomics course revisions. Dr. Ibrahim Ganley was present to discuss the course revisions. After a brief moment, the committee requested a minor revision to the homework section. Edits were completed during the meeting with the approval of the faculty member present. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**ii. Hybrid: ECON 101, Principles of Macroeconomics**

A motion was made and seconded to approve Hybrid: ECON 101, Principles of Macroeconomics course revisions. Dr. Ibrahim Ganley was present to discuss the course revisions. After a brief moment, it was noted that no changes were needed. Motion carried.

**iii. Online: ECON 101, Principles of Macroeconomics**

A motion was made and seconded to approve Online: ECON 101, Principles of Macroeconomics course revisions. Dr. Ibrahim Ganley was present to discuss the course revisions. After a brief moment, it was noted that no changes were needed. Motion carried.

**iv. HIST 101, Western Civilization, From Human Beginnings Until 1750**

A motion was made and seconded to approve HIST 101, Western Civilization, From Human Beginnings Until 1750 course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that edit were not needed. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**v. HIST 102, Western Civilization, 1750-Present**

A motion was made and seconded to approve HIST 102, Western Civilization, 1750-Present course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that edit were not needed. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**vi. HIST 104, Introduction to World Civilizations, From Human Beginnings until 1500**

A motion was made and seconded to approve HIST 104, Introduction to World Civilizations, From Human Beginnings until 1500 course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that edit were not needed. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**vii. HIST 105, Introduction to World Civilizations, 1500-Present**

A motion was made and seconded to approve HIST 105, Introduction to World Civilizations, 1500-Present course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that edit were not needed. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**viii. KIN 265, Intercollegiate Women's Volleyball**

A motion was made and seconded to approve KIN 265, Intercollegiate Women's Volleyball course revisions. The AP&P Representative was present to discuss the course revisions. After a brief moment, it was noted that the homework hours were too high. Edits were made during the meeting with the approval of the representative present. Clarification was also requested as to whether this class could be approved with the added sand court format or if a new course should be developed. After much discussion, the committee felt the added sand court did not merit a new course development. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**c. Second Reading: Substantial Course Revision (COR Complete / SLO Complete)**

**i. ART 101, History of Art, Prehistoric to Gothic**

**a. Changed maximum enrollment from 45 to 40**

A motion was made and seconded to approve ART 101, History of Art, Prehistoric to Gothic course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that the revising faculty member had sent an email requesting to revert the maximum enrollment as she was no longer interested in reducing the class size. A request was also made to reduce the homework hours, which with the representative approving the change, was done during the meeting. Motion carried with revision. A second motion was made and seconded to approve the course content. Motion carried.

**ii. ART 102, History of Art, Renaissance to Modern**

**a. Changed maximum enrollment from 45 to 40**

A motion was made and seconded to approve ART 102, History of Art, Renaissance to Modern course revisions. The AP&P representative was present to discuss the course revisions. After a brief moment, it was noted that the revising faculty member had sent an email requesting to revert the maximum enrollment as she was no longer interested in reducing the class size. A request was also made to reduce the homework hours, which with the representative approving the change, was done during the meeting. Motion carried with revision. A second motion was made and seconded to approve the course content. Motion carried.

**iii. BIOL 100, Elementary Human Anatomy and Physiology**

A motion was made and seconded to approve BIOL 100, Elementary Human Anatomy and Physiology course revisions. Dr. Nikki Riley was present to discuss the course revisions. After a brief moment, it was noted that the homework hours were too high. Edits were made during the meeting with the approval of the faculty member present. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**iv. BIOL 120, General Organismal, Ecological, and Evolutionary Biology**

A motion was made and seconded to approve BIOL 120, General Organismal, Ecological, and Evolutionary Biology course revisions. Dr. Zia Nisani was present to discuss the course revisions. After a brief moment, it was noted that the homework hours were too high. Edits were made during the meeting with the approval of the faculty member present. Motion carried. A second motion was made and seconded to approve the course content. Motion carried.

**v. Hybrid: CHEM 101, Introductory Chemistry**

A motion was made and seconded to approve Hybrid: CHEM 101, Introductory Chemistry course revisions. Mr. Carlos Hernandez was present to discuss the course revisions. After a brief moment, it was noted that no changes were needed. Motion carried.

**d. First Reading: Revised Program**

**i. Business Administration, Associate in Science**

**ii. General Business, Associate in Science**

**iii. General Business, Certificate of Achievement: 18+ units**

A motion was made and seconded to approve items 6di-iii program revisions. The AP&P representative was present to discuss the program revisions. After a brief moment, the committee expressed concerns with listing MATH 150 since the calculus sequence is currently undergoing a full review and revision. It was also noted MATH 148 as a required course should be plenty of math for students selecting this major. Motion failed.

**iv. Professional Bookkeeping, Associate in Science**

A motion was made and seconded to approve Professional Bookkeeping, Associate in Science program revisions. The AP&P representative was present to discuss the program revisions. After a brief moment, the committee edits were not needed. Motion carried.

**e. First Reading: Course Deactivation**

**i. FTEC 216, Engine Company Operations**

**ii. FTEC 217, Truck Company Operations**

**iii. HD 198, Human Development Seminars**

**iv. HD 198A, Assertiveness Training**

**v. HD 198C, Career and Major Exploration**

**vi. HD 198O, Orientation to College**

**vii. Online: HD 198O, Orientation to College**

**viii. Hybrid: HD 198O, Orientation to College**

A motion was made and seconded to approve designating 6e course listing as deactivated. Motion carried.

**7. INFORMATIONAL ITEM**

**a. SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P**

Area of Study	CCCCO Template	Articulation Agreements	PLO	Recommended Plan of Study	CurricUNET Status
1. Agriculture Animal Sciences	X				Not developing
2. Agriculture Business	X				Not developing
3. Agriculture Plant Sciences	Available 2/1/2015				
4. Biology	Available 2/1/2015				
5. Chemistry					
6. Child and Adolescent Development	Available 2/1/2015				
7. Computer Science	X				Can develop but units are too high



D1	AUTO 198			Cannot schedule 15-16	
D1	CA 221	Yes		Cannot schedule 15-16	Submitted
D1	FTEC 216			Cannot schedule 15-16	Agenda
D1	FTEC 217			Cannot schedule 15-16	Agenda
D1	WELD 101			Cannot schedule 15-16	Agenda
D1	WELD 110			Cannot schedule 15-16	Agenda
D1	WELD 120			Cannot schedule 15-16	Agenda
D1	WELD 130			Cannot schedule 15-16	Agenda
D2	BIOL 100			Cannot schedule 15-16	Agenda
D2	CHEM 101	Yes		Cannot schedule 15-16	Agenda
D2	MATH 130	Yes		Cannot schedule 15-16	Deactivation Submitted
D3	JOUR 123	Yes		Cannot schedule 15-16	Submitted
D4	AJ 201	Yes		Cannot schedule 15-16	
D4	AJ 800			Cannot schedule 15-16	
D4	AJ 810			Cannot schedule 15-16	
D4	ECON 101	Yes		Cannot schedule 15-16	Agenda
D4	ED 141			Cannot schedule 15-16	Agenda
D4	HIST 101	Yes		Cannot schedule 15-16	Agenda
D4	HIST 102	Yes		Cannot schedule 15-16	Agenda
D4	HIST 104	Yes		Cannot schedule 15-16	Agenda
D4	HIST 105	Yes		Cannot schedule 15-16	Agenda
D4	HIST 112	Yes		Cannot schedule 15-16	Submitted
D5	ART 101	Yes		Cannot schedule 15-16	Agenda
D5	ART 102	Yes		Cannot schedule 15-16	Agenda
D5	FTV 242			Cannot schedule 15-16	Submitted
D5	FTV 244			Cannot schedule 15-16	Submitted
D5	FTV 251			Cannot schedule 15-16	Submitted
D5	FTV 261		Never	Cannot schedule 15-16	Submitted
D5	KIN 210	Yes		Cannot schedule 15-16	Submitted
D5	KIN 225	Yes		Cannot schedule 15-16	Agenda
D5	KIN 265	Yes		Cannot schedule 15-16	Agenda
D5	PHOT 250	Yes		Cannot schedule 15-16	
S1	HD 198			Cannot schedule 15-16	Agenda
S1	HD 198A			Cannot schedule 15-16	Agenda
S1	HD 198C			Cannot schedule 15-16	Agenda
S1	HD 198O			Cannot schedule 15-16	Agenda

## 8. ADJOURNMENT

A motion was made and seconded to adjourn the 12/11/14 AP&P Committee meeting at 4:14 p.m. Dr. Darcy Wiewall thanked the committee members for attending this added meeting. Motion carried

### NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

*Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Dr. Edward Beyer, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection*

*72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.*