

**Academic Policy & Planning Committee Agenda**  
**Thursday Feb 3, 2022 at 2:00 PM**  
**ZOOM ID: 988 4121 2092**

**VOTING MEMBERS (15)**

Applied Behavioral Sciences – Christine Bisson  
 Business – Brent Darwin  
 Counseling – Brooke Souza  
 English – Chad Kelly  
 Fine Arts – Shane Anderson  
 Kinesiology, Rec & Athletics – Sheri Bates  
 Health Sciences – Mary Pat Nelson  
 Industrial Technology – John Gerrity

Academic/Student Affairs – Trev Passage  
 Languages & Communication – Andria Keiser  
 Life and Physical Sciences – Brian Youngblood  
 Mathematics Sciences – Derek Mitchem  
 Public Safety – Susan Roehl  
 Social & Behavioral Sciences – Tom VanderMolen  
 Student Representative –

**NON-VOTING MEMBERS**

Chair – Larry Manalo Jr.  
 Vice chair/TRC/ Articulation - David DeGroot  
 VP, Academic Affairs – Robert Curry  
 Admissions & Records – Josie Cabanas

Community Education – vacant  
 Part-Time Faculty Union – Jim Houllis  
 Curriculum Specialist – Rebecca Andres and  
 Ashleigh Valero

**STANDING INVITEES**

Dean, Academic Affairs – Margaret Lau  
 Dean, Academic Affairs – Sean Abel  
 Dean, Academic Affairs – Mary Patrick  
 Dean, Matriculation/Counseling – Yvonne Teniente  
 Dean, Academic Affairs – Sofia Ramirez Gelpi

Dean, Extended Campus – Rick Rantz  
 Associate Dean/ Public Safety Director – Mitch McCann  
 Associate Dean/Athletic Director – Kim Ensing  
 Associate Dean/PCPA Director – Mark Booher  
 Senate President – Alberto Restrepo

**Guests**

Schedule – Ricardo Lopez

**I. Approval of Minutes: Nov 04, 2021**

**II. Approval of the Agenda**

**III. Chair Comments:**

- Next AP&P Meeting: 02-17-2022
- Next TRC Meeting: 02-10-2022
- Review of Summary Report: 05-05-2022. Senate: 05-17-2022. BOT: 06-14-2022.
- CDH 2021 and Accreditation.
- Additional Meeting: TBD. As we get closer to the end of the semester, we may have a back-to-back meeting to be able to discuss courses that need to be included in the summary report. The faculty appreciates committee efforts to facilitate review and approve proposals.
- CSU Area F Ethnic Studies

**IV. Agenda Item: Consent.**

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Corrections	PHYS 162	Engineering Physics 2 Justification: Correcting semester offered from fall to spring	4.000
DE Request	ANTH 107	Indigenous People of California Discipline: ANTH or ES or HIST	3.000
	ES 107	Indigenous People of California Discipline: ANTH or ES or HIST	3.000
Both courses were approved by the committee. First Reading: 8-26-2021. Second Reading: 9-9-2021.			
DE Request	ES 130	Chicano History Justification: History faculty agreed to cross-list this course with the HIST 120 to submit it for CSU GE Area F review. CSU GE Area F Worksheet attached. HIST 120 course content, course objectives and student learning outcomes revised to align with the CSU GE Area F	3.000

		competencies, updated textbooks, submitting for DE and attached CSU GE Area F Worksheet. Discipline: Chicano Studies, ES, HIST, or HUM	
DE Request	HIST 120	Chicano History Discipline: Chicano Studies, ES, HIST, or HUM	3.000
Both courses were approved by the committee: First Reading: 8-26-2021. Second Reading: 9-9-2021.			

**V. Agenda Item: First Readings**

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
New Course	ES 120	Race & Ethnic Relations Justification: Cross-listed course for SOC 120 for submission to CSU GE Area F. Discipline: ES or SOC NEW: DE	3.000
Major course modification	SOC 120	Race & Ethnic Relations Justification: Following changes made to align with CSU GE Area F competencies (see attached worksheet), modification of course description, course content and course objectives. Discipline: ES or SOC	3.000
	FT 340	Advanced Firefighter Continuing Education Justification: This course satisfies annual mandatory continuing education requirements of local fire agencies. Curriculum will be derived from the California State Fire Marshal's Office, National Fire Protection Agency, National Fire Academy, and appropriate sections of the California Code of Regulations. The course may encompass requisite lecture and lab sessions as established by the authority having jurisdiction, California State Fire Marshal, Local Fire Agencies and Emergency Medical Associations.	1.500 to 2.000
	FT 379A	Public Safety Fitness Triade Justification: Many students enroll into a public safety academy and are not aware of the physical requirements needed to participate and pass. The students who are not ready to physically participate in the academy, due to fitness deficiencies will experience emotional embarrassment and be penalized with being advised to drop the course. This course can help to eliminate experiencing embarrassment and penalty. In the Fire academy there is often a waiting list of students wanting to enroll, during this time of waiting the students can enroll in this preparatory course. In the EMS academy the students get little if any physical preparation during the academy. This course will be able to service and support these situations and more.	4.000
	LE 450	Firearms Instructor Justification: POST (Peace Officers Standards and Training) and CLEC (County Law Enforcement Committee) both agree the need for AHC to develop this course. AHC trains	1

		students from other academies for required driver's training.	
Course Review	ENGL 101	Freshman Comp: Exposition Justification: This proposal is part of our course review. Changes made to course content, readings, corequisites and DE. Content Review completed for co-requisites and work sheets attached.	4.000
	NURS 422	EKG/Monitor Observer Justification: Course Review. No changes to course content or hours. DE: Added Lecture Synchronous Only.	1.500
	VEN 325	Vineyard Equipment Practices Justification: Course review. Changed units to 1.00. Course Impact: None Program Impact: Viticulture Level 2 AS Viticulture	1.000
New Credit Program	Public Safety	<u>Paramedic</u> Certificate of Achievement 16 or more semester units	32.00 – 33.00
Major Program Modification	Fine Arts	Commercial Dance Certificate of Achievement	16.5
		<u>Dance</u> Associate in Arts	29.00
		<u>Dance</u> Certificate of Achievement	29.00
New Noncredit Course	HEAL 7103	Meditation: Beyond Relaxation Justification: Current medical research indicates that stress adversely impacts health while relaxation, mindfulness, and awareness provide substantial health benefits -- emotionally, physically, and mentally. Although most of us recognize we must handle stress better and learn to relax, it is often difficult for individuals to adopt and incorporate a regular program of stress reduction into their lives on their own. This class provides a structured program of relaxation and concentration to help individuals make stress reduction practice an ongoing part of their daily lives – a healthy habit. Students will also develop awareness that there is life beyond, or free from, the subjective thinking that engenders stressful states commonly known as suffering. New: DE	12.000- 16.000
	HLTH 7001	Personal Care Attendant I Justification: The personal care attendant course is designed to meet the increasing demands of an aging population in the community. Serving Consumers with complex needs require certain skills, good judgement, and personal accountability. This course will provide the student with the ability to provide the duties of the personal care attendant for clients in various settings. The modules address knowledge, attitudes, and skills, including infection control, body mechanics, body systems, and common diseases. The student will be able to assist in the	32.000- 36.000

		care of elders in the community, respect cultural differences, and learn effective communication skills. Corequisite: HLTH 7002 – pending. Course in Programs: Personal Care Attendant - Certificate of Completion (In Review)	
New Noncredit Program	Noncredit Education	Personal Care Attendant Certificate of Completion	48.000-54.000

**VI. Public Remarks**

The section of the agenda is intended for members of the public to address the committee on items involving curriculum development and approval. Time limits and procedures to address the committee apply to this part of the agenda. Public comment not pertaining to specific agenda items is welcome under this section as well. When public remarks are completed regarding a specific agenda item, discussion is then confined to committee members only. This practice is in accordance with the Brown Act.

**VII. Agenda Item: Request for Distance Education (Includes ERT, DE, and DE sync only)**

DE Type	Prefix & Number	Course Title
ERT Conversion	MT 110	CNC G CODE
	MT 112	CNC MULTI-AXIS
	MT 114	SolidWorks 2
	MT 115	Lean Manufacturing
	MT 118	Understanding and Measuring G
	MT 315	Advanced Machining
DE Requests	ES/ANTH 107	Indigenous People of California
	HIST 120	Chicano History
	ES 130	Chicano History
	NURS 422	EKG/Monitor Observer

**VIII. Agenda Item: Request for Graduation Requirements, AHC General Education and/or CSU/UC General Education**

Prefix & Number	Course Title	Graduation Requirements
These Graduation Requirements and/or CSU-UC Transfer include prior approval by the committee and the CSU and UC.		
ANTH 107	Indigenous People of California	CSU GE Area D1 Anthropology and Archeology CSU GE Area D3 Ethnic Studies CSU GE Area F Ethnic Studies (Attached) IGETC Area 4A Anthropology and Archeology AHC MCGS
ES 107	Indigenous People of California	AHC GE 2A Social Sciences CSU GE Area D1 Anthropology and Archeology CSU GE Area F Ethnic Studies (Attached) IGETC Area 4A Anthropology and Archeology AHC MCGS
ES 130	Chicano History	AHC GE Cat 3 Humanities CSU GE Area D6 History CSU GE Area F Ethnic Studies (Attached) IGETC Area 4F History AHC MCGS
HIST 120	Chicano History	AHC GE Cat 3 Humanities CSU GE Area D6 History CSU GE Area F Ethnic Studies (Attached)

		IGETC Area 4F History AHC MCGS
ES 120	Race & Ethnic Relations	AHC GE Cat 2A Social Science CSU GE Area D0 Sociology and Criminology CSU GE Area F Ethnic Studies (Attached) IGETC Area 4J Sociology and Criminology AHC MCGS
SOC 120	Race & Ethnic Relations	AHC GE Cat 2A Social Science CSU GE Area D0 Sociology and Criminology CSU GE Area F Ethnic Studies (Attached) IGETC Area 4J Sociology and Criminology AHC MCGS

**IX. Information Item: Text and Instructional Materials.**

**X. Reports**

- a. AP&P Representatives
- b. AP&P Vice Chair / TRC Chair
- c. AP&P Chair
- d. Administration
- e. Admissions and Records
- f. Counseling/Matriculation
- g. Articulation
- h. CurriQunet & Support

**XI. Call for Future Agenda Items.**

**XII. Call to Adjourn**