

Academic Policy & Planning Committee Agenda

Thursday Feb 2, 2023 at 2:00 PM

Fine Arts Complex Bldg – F-243

VOTING MEMBERS (15)

Applied Behavioral Sciences – Christine Bisson	Academic/Student Affairs – Kerry Runkle
Business – Brent Darwin	Languages & Communication – Andria Keiser
Counseling – Lainey Campos	Life and Physical Sciences – Brian Youngblood
English – Chad Kelly	Mathematics Sciences – Derek Mitchem
Fine Arts – Shane Anderson	Public Safety – Susan Roehl
Kinesiology, Rec & Athletics – Paul LeSage	Social & Behavioral Sciences – Tom VanderMolen
Health Sciences – Mary Nelson	Student Representative – Pedro Navarrete
Industrial Technology –	

NON-VOTING MEMBERS

Chair – Larry Manalo Jr.
 Vice chair/TRC/ Articulation - David DeGroot
 VP, Academic Affairs – Robert Curry
 Admissions & Records – Josie Cabanas and Eunice Barcenas
 Community Education – Andria Keiser
~~Part Time Faculty Union – Joan Bergstrom Smith~~
 Curriculum Specialist – Rebecca Andres
~~Schedule – Ricardo Lopez~~
~~Distance Education – Fred Patrick~~

STANDING INVITEES

Dean, Academic Affairs – Thomas Lamica	Dean, Extended Campus – Rick Rantz	
Dean, Academic Affairs – Sean Abel	Associate Dean/ Public Safety Director – Mitch McCann	Guests
Dean, Academic Affairs – Richard Mahon	Associate Dean/Athletic Director – Kim Ensing	
Dean, Matriculation/Counseling – Yvonne Teniente	Associate Dean/PCPA Director – Mark Booher	
Dean, Academic Affairs – Sofia Ramirez Gelpi	Senate President – Alberto Restrepo	

I. Approval of Minutes: Nov 3, 2022

II. Approval of the Agenda

III. Chair Comments:

- A. Summary Report: 03-09-2023. Senate: 03-28-2023. BOT: 04-18-2023.
- B. Catalog Development Schedule
 - Mar 1, 2023: Preview 2023-24 Online Working Catalog (link provided)
 - Apr 10, 2023: Online Class Search Live (summer and fall 2023)
 - Apr 10, 2023: 2023-24 Online Catalog Live
 - Apr 27, 2023: Last day for new curriculum approval for publication in 2023-24 catalog
 - Jul 1, 2023: 2023-24 Online Catalog Final
 - Dec 7, 2023: Last day for modified curriculum approval and implementation in the 2024-25 catalog.
- C. Next AP&P Meeting: 02-09-2023. Note: Back-to-back meetings.
- D. Learning Resources and Curriculum: Trends in Education

IV. Information: College Now: Review the current list.

- Is there a need for committee action on College Now list?
- Is there a need for committee action on Early Entry for Community Education list?

V. Agenda Item: Consent Items

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Course Drop	LS 101	Success In College Justification: LS 101 has not been successfully offered for more than 3 years. The reason for dropping the course is insufficient enrollment. The course is not a part of any program or requisite to another course. The Counseling Department and all other counseling faculty were consulted and there was no opposition to dropping LS 101. There is an alternative course for the student (PD	3.0

		101). The LAP faculty are unanimous in the decision to drop LS 101.	
	LS 312	Adaptive Computer and Learning Justification: LS 312 has not been successfully offered for more than 4 years due to low enrollment. It is not a part of another program or a prerequisite. The LAP department vote to drop the course was unanimous.	2.0

VI. Agenda Item: First Reading

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Course Drop with DE Request	ANTH 122/HUSV 122/PSY 122	States of Consciousness	3.0
Text Change with COR changes	ART 162	Ceramics 3 Justification: The need to change language from using high to low fire in the Methods of Instruction (lecture and lab) and Assignment areas. Most ceramic disciplines have moved away from high-fire clay at these levels of instruction.	3.0
New Course	DANC 139	Hip Hop Dance III Justification: Serves the need requested by the commercial dance committee members, to better prepare students for entry-level work in the commercial dance industry. Advisory: DANC 138 LOE: Audition Course in Programs: Commercial Dance - Certificate of Achievement (In Review)	3.0
New Noncredit Course	PD 701	Justification: Many students throughout their journey at AHC struggle with how to envision their career opportunities after accomplishing their educational goals. This is especially true for first generation college students and those from low socioeconomic backgrounds. This new non-credit course will serve as preparation for students within their area of interest to identify skillsets conducive for lining up strong support mentorship and networks to assist them in preparing for the professional world.	8-10 Hours
Course Review	DA 310	Exploring Career Opportunities Justification: Course review cycle. Change textbook. ERT converted to DE. Change the SLOs. Catalog description changed.	1.0
	DA 314	Introduction to Bio-Dental Sci Justification: Course review. Textbook. ERT Converted to DE. Added content from DA 317 Management of pain and anxiety	3.0

		premedication, nitrous oxide, anesthetics, and relaxation techniques. Enrollment. Eliminated pre-req and co-req. Now admittance to program- English 101 Method of evaluation Units: 3.000	
	DA 317	Dental Assisting Theory Justification: Course Review. Updated Textbooks. ERT convert to DE. Corequisite added. Removed and added to DA 314 - Management of pain and anxiety premedication, nitrous oxide, anesthetics, and relaxation techniques. Enrollment - Eliminated pre-requisite and co-requisite. Now admittance to program – ENGL 101.	7.0
	DA 318	Basic Dental Assisting Skills Justification: Course review. Textbook update. Corequisite course added. Enrollment - Eliminated pre-req and co-req. Now admittance to program- English 101.	3.0
	DA 319	DA Administrative Skills Justification: Course review. Updated textbook. ERT Convert to DE. SLO #2 has changed from knowledge of the Dental Practice act to ADA code of ethics. Course content has been modified Catalog description updated. Enrollment - Eliminated pre-req and co-req. Now admittance to program- ENGL 101. Removed 2 objectives: Ordering and scheduling.	3.0
	DA 320	DA Practicum in the Community Justification: Course Review. Updated Textbook. ERT converted to DE. Enrollment - Eliminated prerequisite and corequisite. Now admittance to program – ENGL 101.	1.0
	DA 325	Clinical Dental Procedures Justification: Course Review. Updated text. Lecture converted from ERT to DE. Enrollment maximum. Remove prerequisite and corequisite. NEW: Add ENGL 101 as a program requirement. Removed objective 4. Added Content to lab.	3.0
	DA 326	Dental Radiography Justification: Course Review. Updated Textbook. Convert lecture from ERT to DE. Lab meets in person following all CDC recommendations. Enrollment. Method of instruction.	4.0
	DA 327	Dental Screening Justification: Course Review. Updated text and method of evaluation.	0.5
	DA 328	Pit and Fissure Sealants Justification: Course Review. Updated text. Lecture converted from ERT to DE.	1.0

	DA 329	Dental Assisting Practicum Justification: Course Review. Update Text. Lecture converted from ERT to DE. Enrollment.	4.0
	DA 330	Coronal Polish Justification: Course Review. Update text. Lecture component converted from ERT to DE. Methods of instruction update.	1.0
	DA 332	RDA Law and Ethics Justification: Course Review. Update text. ERT converted to DE. Method of evaluation.	0.5
	DA 348	RDA Success Seminar Justification: Course Review. Update text. ERT converted to DE. Catalog description.	0.5
	DA 380	DA Skills Lab Justification: Course Review. Update texts.	0.5
	PD 101	Success in College Justification: Course Review changes made included updating textbook to OER source, clarified course objectives, added DE Synch Only modality, revalidated GE and submitting for Health and Wellness Area 2 graduation requirement. Four objectives were modified, and one was added.	3.0
	PD 110	College Success Seminar Justification: Indicate that the course is not available for Concurrent Enrollment and new proposal for DE Synch Only modality.	1.0
	VEN 114	Wine Business Justification: Course review. Text update. Advisories: BUS 101 and ENGL 514	3.0
Major Modification	DANC 140	Ballet Folklórico I Justification: Changed course title and added Lab Content. Course in Programs: Ballet Folklórico - Certificate of Achievement (In Review)	2.0
	DANC 142	Ballet Folklórico II Justification: Changed course title and units, added course content and lab content Advisory: DANC 140 Course in Programs: Ballet Folklórico - Certificate of Achievement (In Review)	2.0
	DANC 145	Folklórico Zapateados Justification: Changing units, and SLO's, to better align with the new Ballet Folklórico certificate of accomplishment. Advisory: DANC 140 Course in Programs: Ballet Folklórico - Certificate of Achievement (In Review)	1.0
	DANC 182	Technical Production Lab	3.0

		Justification: Updated Cover Screen and Discipline sections, to better align with CID descriptor as this course is part of the AAT in theatre arts, and to better service our students, pedagogically speaking.	
	ENGR 152	Statics Justification: Remove Physics 141 prerequisite option. This brings the COR in line with the C-ID (ENGR 130), which requires the Physics prerequisite be calculus based (i.e Physics 161, the other currently listed Physics prerequisite). Prerequisite: MATH 182	3.0
GRPH 112, GRPH 113, GRPH 115, GRPH 120, Justification: This course's lab hours are being expanded to allow the lab to be integrated into this course rather than having a separate co-requisite lab. Since the pandemic, the district's decision to support students through access to technology has positively impacted students and helps ensure learning outside of our dedicated teaching spaces and computer labs. District investment in loaner MacBook Pro laptops and Adobe "named licenses" offers opportunities for socio-economically disadvantaged students to continue outside the classroom and serves equity in the classroom.			
Major Modification	GRPH 112	Digital Imagery Justification: Course in Programs: Media Arts: Animation and Game Art - Associate in Science (In Review) Media Arts: Graphic Design - Associate in Science (In Review) Media Arts: Graphic Design - Certificate of Achievement (In Review) Media Arts: Graphic Design (Transfer Option) - Associate in Science (In Review) Media Arts: Visual Design - Certificate of Achievement (In Review) Media Arts: Multimedia - Associate in Science (In Review) Media Arts: Web Design - Certificate of Achievement (In Review)	3.0
	GRPH 113	Digital Illustration Advisories: GRPH 110 Course in Programs: Media Arts: Graphic Design - Associate in Science (In Review) Media Arts: Graphic Design - Certificate of Achievement (In Review) Media Arts: Graphic Design (Transfer Option) - Associate in Science (In Review) Media Arts: Visual Design - Certificate of Achievement (In Review)	3.0
	GRPH 115	Digital Design and Publishing Advisories: GRPH 110 or GRPH 112 or GRPH 113 Course in Programs:	3.0

		Media Arts: Graphic Design - Associate in Science (In Review) Media Arts: Graphic Design - Certificate of Achievement (In Review) Media Arts: Graphic Design (Transfer Option) - Associate in Science (In Review)	
	GRPH 120	Advanced Design for Publishing Prerequisite: GRPH 115	3.0
	MMAC 101	Introduction to Multimedia Course in Programs: Media Arts: Animation and Game Art - Associate in Science (In Review) Media Arts: Graphic Design - Associate in Science (In Review) Media Arts: Graphic Design - Certificate of Achievement (In Review) Media Arts: Multimedia - Associate in Science (In Review)	3.0
	MMAC 125	Computer Video Editing Justification: Realignment with CSLO #3 as changed by Film faculty in the cross-listed course FILM 125 Course in Programs: Media Arts: Web Design - Certificate of Achievement (In Review)	3.0
MATH 100, MATH 121, MATH 123, MATH 131, MATH 141 Justification: Update prerequisites to reflect AB705 and remove ancient MATH 333/334 prerequisite.			
	MATH 100	Nature of Modern Mathematics Prerequisite: MATH 331	3.0
	MATH 121	Trigonometry Prerequisite: MATH 331	3.0
	MATH 123	Elementary Statistics Prerequisite: MATH 331	4.0
	MATH 131	College Algebra Justification: See above. Update text edition. Prerequisite: MATH 331	3.0
	MATH 141	Precalculus Justification: See above. Update text edition. Prerequisite: MATH 331	6.0
Program Modification	English	English Associate in Arts for Transfer	
	Fine Arts	Commercial Dance Certificate of Achievement	
	Fine Arts	Media Arts: Animation and Game Art Associate in Science	
	Fine Arts	Media Arts: Graphic Design (Transfer Option) Associate in Science	
	Fine Arts	Media Arts: Graphic Design Associate in Science	
	Fine Arts	Media Arts: Graphic Design	

		Certificate of Achievement	
	Fine Arts	Media Arts: Multimedia Associate in Science	
	Fine Arts	Media Arts: Visual Design Certificate of Achievement	
	Fine Arts	Media Arts: Web Design Certificate of Achievement	
All LVN nursing courses. NURS 310 – NURS 370. Justification: Discipline modification. Add current California RN license and certificate (transcript) of teaching course.			
Corrections	NURS 310	Pharmacology	3.0
	NURS 311	Medication Administration	1.5
	NURS 317	Fundamentals of Nursing	3.5
	NURS 318	Clinical Lab 1	8.0
	NURS 320	Care of Older Adults	2.0
	NURS 322	Maternal and Infant Health	2.0
	NURS 323	Respiratory Conditions	2.0
	NURS 327	GI and Urinary Conditions	2.5
	NURS 328	Clinical Lab 2	3.0
	NURS 329	Endocrine and Repro Conditions	2.5
	NURS 330	Care of Infants and Children	1.5
	NURS 331	Cardiovascular Conditions	2.0
	NURS 332	Neurosensory Conditions	2.0
	NURS 335	Skin and M-skeletal Conditions	2.5
	NURS 337	Professional Relationships	1.0
	NURS 338	Clinical Lab 3	8.0
	NURS 370	Intravenous Therapy	2.0

VII. Agenda Item: Sunset Proposals

Proposal Type	Prefix & No.	Course Title	Department Action
First Appearance	ART 133	Painting the Figure 1	Option 1. The course should not be on the sunset list/ Successful offer: Spring 2017. Cross-listed with ART 134 and ART 154. Option 6. The department wishes to continue with this course due to extenuating circumstances. We will have the opportunity for more scheduling options due to more space options in the new Fine Arts Complex.
First Appearance	ART 154	Composition Studies: Figure 3	Option 1. The course should not be on the sunset list/ Successful offer: Spring 2017. Cross-listed with ART 134 and ART 154. Option 6. See above.
First Appearance	ART 109	Art History: American Art	Option 1. The course should not be on the sunset list. Successful offer: Summer 2015. Option 6. The department wishes to continue with this course due to extenuating circumstances. <u>The course could potentially fulfill the Ethnic Studies.</u>

First Appearance	ENGL 511 ENGL 512 ENGL 513 ENGL 514 ENGL 595	Developmental Composition Sequence	Option 1. The course should not be on the sunset list. Successful offer: _____. Option 6. The department wishes to continue with this course due to extenuating circumstances. <u>These courses are retained to be offered concurrently at local high schools.</u>
First Appearance	ENGL 306 ENGL 307	Writing Lab Writing Across the Curriculum	Option 2. The department concurs that the course should be dropped from the curriculum.
First Appearance	ENGL 108	Literary Arts Journal	Option 1. The course should not be on the sunset list. Successful offer: _____. Option 3. The course will be offered again during the upcoming spring, summer, and/or fall semesters.
First Appearance	ENGL 135	Introduction to Poetry	Option 1. The course should not be on the sunset list. Successful offer: _____. Option 3. The course will be offered again during the upcoming spring, summer, and/or fall semesters.

VIII. Information Item: Noncredit Approval Process.

PARN 7999	Justification: This new workflow will enable noncredit course proposals to complete the workflow reviews without stalling. Also, will ensure subject expert review regardless of noncredit or credit instruction.
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IX. Information Item: Ethnic Studies, General Education, and Graduation Requirements.

- Review of current AHC GE and graduation requirements.
- Ethnic Studies as a GE category.
- Current Language: Double-counting. “Students are permitted to use up to six (6) units to satisfy GE and major requirements thus receiving subject credit in the major and having to select 18 or 15 units of general education from 5 categories.”
- Other issues: Minimum qualification and discipline faculty. Enrollment management.

X. 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.

XI. 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

XII. Call for Future Agenda Items.

XIII. Call to Adjourn.

