

Academic Policy & Planning Committee Agenda

Meeting: Thursday, January 22, 2015 – B-100 – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpí
Vice-Chair – Tom VanderMolen
Applied Social Sciences – Judith Dal Porto
Business – Peggy Warrick
Counseling – Lydia Maxwell
English – Jennifer Jozwiak
Fine Arts – David Passage
Kinesiology, Rec & Athletics – Sheri Bates
Health Sciences – Larry Manalo

Industrial Technology – Robert Mabry
Academic/Student Affairs – Sandra Bierdzinski
Languages & Communication – Melinda Nishimori
Life and Physical Sciences – Rob Lennihan
Mathematics Sciences – Derek Mitchem
Public Safety – Mike Messina
Social & Behavioral Sciences – Tom VanderMolen
Student Representative – Quianna Cater

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
VP, Academic Affairs – Luis Sánchez
Admissions & Records – Janet Hooghuis
Articulation – David DeGroot
Community Education – vacant

INVITEES

Dean, Academic Affairs – Larissa Nazarenko
Dean, Academic Affairs – Paul Murphy
Dean, Academic Affairs – Nancy Meddings
Dean, Student Services – Robert Parisi

Dean, Academic Affairs – Ardis Neilsen
Dean, Matriculation/Counseling – vacant
Dean, Extended Campus – Rick Rantz
Dean/Athletic Director – Kim Ensing

OTHER:

Karen Tait, past AP&P Chair
Part-Time Faculty Union – Danielle Blanchard

APPROVAL OF MINUTES

2:00 p.m.

APPROVAL OF THE AGENDA

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.

CURRICULUM REVIEW – ACTION ITEMS

EMERGENCY - Curriculum – Sunrise of specific HUSV courses to meet CO compliance (Consent Items)

Prefix & number	Course Title (units)	Motion/Action
HUSV 121	Human Services Practicum Seminar (2 units)	Reactivate/Sunrise these courses in order to meet CWE compliance (lecture and CWE hours cannot be bundled together into one course)
HUSV 131	Addiction Studies Practicum Seminar (2 units)	
HUSV 141	Co-occurring Disorders Practicum Seminar (2 units)	
HUSV 151	Family Studies Practicum Seminar (2 units)	
HUSV 161	Family Services Worker 2 Practicum Seminar (2 units)	

Curriculum – Textbook/Materials Changes Only (Consent Items)

Prefix & number	Course Title (units)	Motion/Action
ACCT 150	Introduction to Accounting Information Systems (3 units)	
ACCT 317	Bookkeeping 1 (3 units)	
ACCT 318	Bookkeeping 2 (3 units)	
CBOT 131	Introduction to Word Processing (3 units)	
ITAL 101	Elementary Italian (5 units)	
ITAL 102	Elementary Italian (5 units)	
ITAL 104	Intermediate Italian (5 units)	

Curriculum Non-Credit (Consent Items)

Prefix & number	Course Title (units)	Motion/Action
NESL 7030	ESL for the Written Driving Test	

Curriculum – Agency Mandated Modifications (Consent Items)

The following proposals are changing the prerequisite to be an advisory as per agency recommendation. No other changes to the COR are being considered for this agenda.

Prefix & number	Course title (units)	Motion/Action
FT 120	Fire Command 2A (2.5 units)	
FT 328	Fire Investigation 1B (2 units)	
WFT 102	Wildland Firefighter Safety and Survival (3 units)	
WFT 103	Wildland Fire Operations (3 units)	
WFT 104	Wildland Public Information Officer, Prevention, and Investigation (3 units)	
WFT 105	Wildland Fire Planning, Logistics, and Finance (3 units)	
WFT 303	Intermediate Incident Command System I-300 (1.5 units)	
WFT 304	Advanced Incident Command System I-400 (1 unit)	
WFT 305	Multi-Agency Coordination I-401 (0.5 units)	
WFT 306	Incident Command System for Executives	

	I-402 (0.5 units)
WFTL 310	Display Processor S-245 (0.5 units)
WFTL 311	Check-In Recorder/Status Recorder J-248 (0.5 units)
WFTL 312	Ordering Manager J-252 (0.5 units)
WFTL 313	Receiving and Distribution Manager J-253 (0.5 units)
WFTL 314	Base/Camp Manager J-254 (2 units)
WFTL 315	Equipment Manager J-255 (1.5 units)
WFTL 316	Tool and Equipment Specialist J-256 (0.5 units)
WFTL 317	Incident Communications Manager J-257 (1.5 units)
WFTL 318	Communications Equipment/Procedures S-258 (2 units)
WFTL 319	Security Manager J-259 (0.5 units)
WFTL 320	Fire Business Management Principles S-260 (1.5 units)
WFTL 321	Personnel Time Recorder J-261 (1 unit)
WFTL 322	Equipment Time Recorder J-262 (1 unit)
WFTL 323	Claims Manager J-263 (1 unit)
WFTL 324	Compensation for Injury Manager J-264 (1 unit)
WFTL 325	Commissary Manager J-266 (1 unit)
WFTL 326	Documentation Unit Leader J-342 (1 unit)
WFTL 327	Situation Unit Leader J-346 (1 unit)
WFTL 328	Demobilization Unit Leader J-347 (1 unit)
WFTL 329	Resources Unit Leader J-348 (1.5 units)
WFTL 330	Facilities Unit Leader J-354 (2 units)
WFTL 331	Ground Support Unit Leader J-355 (0.5 units)
WFTL 332	Supply Unit Leader J-356 (2 units)
WFTL 333	Food Unit Leader J-357 (1.5 units)
WFTL 334	Communications Unit Leader J-358 (4 units)
WFTL 335	Medical Unit Leader J-359 (1.5 units)
WFTL 336	Cost Unit Leader J-362 (0.5 units)
WFTL 337	Compensation/Claims Unit Leader J-263 (1 unit)
WFTL 338	Time Unit Leader J-365 (0.5 units)
WFTL 339	Procurement Unit Leader J-368 (0.5 units)
WFTL 340	Planning Section Chief J-440 (1.5 units)
WFTL 341	Logistics Section Chief J-450 (2 units)
WFTL 342	Finance Section Chief S-460 (2 units)
WFTO 310	Basic Fire Suppression Orientation S-110 (0.5 units)
WFTO 311	Firefighter Training S-130 (2 units)
WFTO 312	Advanced Firefighter Training S-131 (0.5 units)
WFTO 313	Introduction to Wildland Fire Behavior S-190 (0.5 units)
WFTO 314	Initial Attack Commander ICT S-200 (1.5 units)
WFTO 315	Supervisory Concepts and Techniques (1 unit)
WFTO 316	Fire Operations in the Urban Interface S-205 (2 units)
WFTO 317	Portable Pumps and Water Use S-211 (1.5 units)

	units)	
WFTO 318	Wildfire Powersaws S-212 (1.5 units)	
WFTO 320	Interagency Helicopter Training Guide S-217 (2.5 units)	
WFTO 321	Crew Boss S-230 (1.5 units)	
WFTO 322	Engine Boss S-321 (0.5 units)	
WFTO 323	Dozer Boss S-232 (1 unit)	
WFTO 324	Tractor Plow Boss S-233 (1.5 units)	
WFTO 325	Ignition Operations S-234 (2 units)	
WFTO 326	Felling Boss S-235 (1.5 units)	
WFTO 327	Staging Area Manager J-236 (0.5 units)	
WFTO 328	Field Observer S-244 (2 units)	

Curriculum – Course Drops/Deactivations (Consent Items)

Prefix & number	Course Title (units)	Action
MATH 353	Mathematics Lab (1 unit)	
MATH 511	Fundamentals Of Arithmetic (4 units)	
MATH 513	Fundamentals of Arithmetic: Part 1 (2 units)	
MATH 514	Fundamentals of Arithmetic: Part 2 (2 units)	

Curriculum – 2nd Reading (Major Modifications)

Prefix & number	Course title (units)	Action
AG 135	Grapevine Physiology (1 unit)	
AG 301	Pairing Wine and Food (0.5 units)	
AG 302	Advanced pairing Food and Wine (0.5 units)	
AG 305	Pairing the Wines and Foods of Provence (0.5 units)	
AG 310	Winemaking Operations I (2 units)	
AG 311	Winemaking Operations II (2 units)	

Curriculum – 2nd Reading (New Courses)

Prefix & number	Course Title (units)	Action
ECS 150	Administration II: Personnel and Leadership in Early Childhood Education (3 units)	
ENGL 140	Graphic Novel as Literature (3 units)	
ART 399	Topics in Art (1-4 units, shell)	
MATH 309	Algebra and Math Literacy (5 units)	

Curriculum – 1st Reading (Major Modifications)

Prefix & number	Course title (units)	Action
AG 306	Pairing the Wines and Foods of Tuscany (0.5 units)	
AG 312	Advanced Viticulture (3 units)	
ASL 120	American Sign Language 1 (3 units)	
ASL 124	American Sign Language 3 (3 units)	
ASL 130	Conversational American Sign Language (3 units)	
ASL 138	History Of Deaf (3 units)	
HIST 138	History Of Deaf (3 units)	

ENGL 148	Introduction to Spanish-Language Literature in Translation (3 units)	
GEOG 131	Geology Of California (3 units)	
MATH 131	College Algebra (3 units)	
MATH 311	Algebra 1 (4 units)	
MATH 531	Pre-Algebra (3 units)	
FT 131	Fire Management 2A:Organizational Leadership and Human Relations (2.5 units)	
FT 325	Instructor Training 1B (2 units)	

Curriculum – 1st Reading (New Courses)

Prefix + Number		Action
AG 330	Harvest Boot Camp (0.5 units)	

Curriculum – 1st Reading (New Programs)

Program title (units)	Action
A.S. in Agricultural Science (22 units)	
A.S. in Sports Medicine (33-39 units)	

Curriculum – New Topics Only (1st Reading)

Prefix & number	Course title (units)	Action
ART 399A	Teapots (2 units)	
ART 399B	Ceramic Colorants (2 units)	
THEA 198A	Repertory of My Fair Lady and Man of La Mancha (3 units)	
THEA 198B	Brad Carroll's Peter and the Star Catcher (3 units)	
THEA 198C	Exploration of My Fair Lady Through Peter and the Star Catcher (1 unit)	
THEA 198D	R. De Laurier's Other Desert Cities (1 unit)	
THEA 199A	Repertory of My Fair Lady and Man of La Mancha (3 units)	
THEA 199B	Brad Carroll's Peter and the Star Catcher (3 units)	
THEA 199C	Exploration of My Fair Lady through Peter and the Star Catcher (1 unit)	
THEA 199D	R. De Laurier's Other Desert Cities (1 unit)	

CURRICULUM – OTHER

- No topic for discussion and/or action at this time.

REPORTS

- AP&P Representatives
- AP&P Chair
- Administration
- Admissions and Records
- Counseling/Matriculation
- Articulation
- Curricunet

h. Support

CALL FOR FUTURE AGENDA ITEMS

CALL TO ADJOURN

4:00 p.m.

Next meeting: Thursday, January 29, 2015, in B-100, starting at 2:00 p.m.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, January 29, 2015 – B-100 – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpí
 Vice-Chair – Tom VanderMolen
 Applied Social Sciences – Judith Dal Porto
 Business – Peggy Warrick
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 Life and Physical Sciences – Rob Lennihan
 Mathematics Sciences – Derek Mitchem
 Public Safety – Mike Messina
 Social & Behavioral Sciences – Tom VanderMolen
 Student Representative – Quianna Cater

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
 VP, Academic Affairs – Luis Sánchez
 Admissions & Records – Janet Hooghuis
 Articulation – David DeGroot
 Community Education – vacant

INVITEES

Dean, Academic Affairs – Larissa Nazarenko
 Dean, Academic Affairs – Paul Murphy
 Dean, Academic Affairs – Nancy Meddings
 Dean, Student Services – Robert Parisi

Dean, Academic Affairs – Ardis Neilsen
 Dean, Matriculation/Counseling – vacant
 Dean, Extended Campus – Rick Rantz
 Dean/Athletic Director – Kim Ensing

OTHER:

Karen Tait, past AP&P Chair
 Part-Time Faculty Union – Danielle Blanchard

APPROVAL OF MINUTES

2:00 p.m.

APPROVAL OF THE AGENDA

CURRICULUM REVIEW – CONSENT ITEMS

Curriculum – Corrections Requested

Prefix + Number	Course Title (Units)	Rationale
AT 334	Automotive Machining 1 (4 units)	Course was listed as 5 units in Summary Report but it is actually 4 units.
AT 336	Automotive machining 2 (4 units)	Course was listed as 5 units in Summary Report but it is actually 4 units.
DA 326	Dental Radiography (4 units)	Textbook Change request: It was reviewed and approved at AP&P but did not get included in summary report by mistake.
PHIL 114	Critical Thinking (3 units)	The ENGL 101 prereq was removed inadvertently and it needs to be back in the catalog.

Curriculum – Agency Mandated Modifications

Prefix & number	Course Title (units)	Rationale
WFT 101	Wildland Fire Behavior	Prereq has been moved to advisory field as per agency recommendation.
WFTO 332	Intermediate Wildland Fire Behavior	

Curriculum – New Topics (2nd Reading)

Prefix & number	Course title (units)
ART 399A	Teapots (2 units)
ART 399B	Ceramic Colorants (2 units)
THEA 198A	Repertory of My Fair Lady and Man of La Mancha (3 units)
THEA 198B	Brad Carroll's Peter and the Star Catcher (3 units)
THEA 198C	Exploration of My Fair Lady Through Peter and the Star Catcher (1 unit)
THEA 198D	R. De Laurier's Other Desert Cities (1 unit)

THEA 199A	Repertory of My Fair Lady and Man of La Mancha (3 units)
THEA 199B	Brad Carroll's Peter and the Star Catcher (3 units)
THEA 199C	Exploration of My Fair Lady through Peter and the Star Catcher (1 unit)
THEA 199D	R. De Laurier's Other Desert Cities (1 unit)

Curriculum – Reduction of units due to un-combining CWE and instructional lecture hours.

Prefix & number	Course Title (units)	Motion/Action
HUSV 120	Human Services (General) (2 units)	Courses originally combined lecture hours with CWE hours. The removal of lecture hours is necessary to meet CO compliance as per CWE rules.
HUSV 130	Addiction Studies (4 units)	
HUSV 140	Co-occurring Disorders (2 units)	
HUSV 150	Family Studies (2 units)	
HUSV 160	Family Services Worker 2 (2 units)	

CURRICULUM REVIEW – ACTION ITEMS

Curriculum – 2nd Reading (New Courses)

Prefix & number	Course Title (units)	Action
ENGL 140	Graphic Novel as Literature (3 units)	

Curriculum – 2nd Reading (Major Modifications)

Prefix & number	Course title (units)	Action
ART 101	Art Appreciation (3 units)	
ART 105	Art History Survey – Art of Mexico (3 units)	
AG 306	Pairing the Wines and Foods of Tuscany (0.5 units)	
AG 312	Advanced Viticulture (3 units)	
ASL 120	American Sign Language 1 (3 units)	
ASL 124	American Sign Language 3 (3 units)	
ASL 130	Conversational American Sign Language (3 units)	
ASL 138	History Of Deaf (3 units)	
ENGL 148	Introduction to Hispanic Literature in Translation (3 units)	
GEOG 131	Geology Of California (3 units)	
GEOG 141	Environmental Geology (3 units)	
MATH 131	College Algebra (3 units)	
MATH 311	Algebra 1 (4 units)	
MATH 531	Pre-Algebra (3 units)	
FT 131	Fire Management 2A: Organizational Leadership and Human Relations (2.5 units)	
FT 325	Instructor Training 1B (2 units)	

Curriculum – 2nd Reading (New Programs)

Program title (units)	Action
A.S. in Agricultural Science (22 units)	
A.S. in Sports Medicine (33-39 units)	

Curriculum – 1st Reading (New Programs and Certificates)

Program	Program Title (Units)	Action
ESL	English as a Second Language - Certificate of Accomplishment (14 units)	

Curriculum – 1st Reading (Program Modifications)

Program	Program Title (Units)	Rationale
SPAN	Associate of Arts in Spanish for Transfer (23-25 units)	Program correction: Add selected units to allow for students who start in SPAN 103 to sub SPAN 102 and petition degree.

Curriculum – 1st Reading (Major Modification)

Program	Course Title (Units)	Rationale
AG 321	Basic Winemaking III (2 units)	Align course hours with AG310 and AG311
AG 322	Basic Winemaking IV (2 units)	Align course hours with AG310 and AG311
ANTH 103	Intro to Archeology (3 units)	To meet C-ID approval
ECON 101	Principles of Economics: Macro-Economics (3 units)	Modified PCA language – intent of MATH311 prereq
ECON 102	Principles of Economics: Micro-Economics (3 units)	Modified PCA language – intent of MATH311 prereq
ENGR 170	Electric Circuit	Prerequisite is changing from PHYS 161 to be PHYS 163; Textbook updated.
ENGR 171	Electric Circuit Lab	Prerequisite is changing from PHYS 161 to be PHYS 163; Textbook updated.

PUBLIC REMARKS

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CURRICULUM REVIEW – ACTION ITEMS

Curriculum – 2nd Reading (Major Modification)

Program	Course Title (Units)	Rationale
AG 321	Basic Winemaking III (2 units)	Align course hours with AG310 and AG311
AG 322	Basic Winemaking IV (2 units)	Align course hours with AG310 and AG311
ANTH 103	Intro to Archeology (3 units)	To meet C-ID approval
ECON 101	Principles of Economics: Macro-Economics (3 units)	Modified PCA language – intent of MATH311 prereq
ECON 102	Principles of Economics: Micro-Economics (3 units)	Modified PCA language – intent of MATH311 prereq
ENGR 170	Electric Circuit	Prerequisite is changing from PHYS 161 to be PHYS 163; Textbook updated.
ENGR 171	Electric Circuit Lab	Prerequisite is changing from PHYS 161 to be PHYS 163; Textbook updated.

Curriculum – 2nd Reading (New Programs)

Program	Program Title (Units)	Action
ESL	English as a Second Language - Certificate of Accomplishment (14 units)	

Curriculum –2nd Reading (Program Modifications)

Program	Program Title (Units)	Rationale
SPAN	Associate of Arts in Spanish for Transfer (23-25 units)	Added selected units to allow for students who start in SPAN 103 to sub SPAN 102 and petition degree.

CURRICULUM – OTHER

- No topic for discussion and/or action at this time.

REPORTS

- AP&P Representatives
- AP&P Chair
- Administration
- Admissions and Records
- Counseling/Matriculation
- Articulation
- Curricunet
- Support

CALL FOR FUTURE AGENDA ITEMS**CALL TO ADJOURN****4:00 p.m.**

Next meeting: Thursday, February 12, 2015, in B-100, starting at 2:00 p.m.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, February 12, 2015 – Board Room – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpí
Vice-Chair – Tom VanderMolen
Applied Social Sciences – Judith Dal Porto
Business – Peggy Warrick
Counseling – Lydia Maxwell
English – Jennifer Jozwiak
Fine Arts – David Passage
Kinesiology, Rec & Athletics – Sheri Bates
Health Sciences – Larry Manalo

Industrial Technology – Robert Mabry
Academic/Student Affairs – Sandra Bierdzinski
Languages & Communication – Melinda Nishimori
Life and Physical Sciences – Rob Lennihan
Mathematics Sciences – Derek Mitchem
Public Safety – Mike Messina
Social & Behavioral Sciences – Tom VanderMolen
Student Representative – Quianna Cater

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
VP, Academic Affairs – Luis Sánchez
Admissions & Records – Janet Hooghuis
Articulation – David DeGroot
Community Education – vacant

OTHER:

Karen Tait, past AP&P Chair
Part-Time Faculty Union – Danielle Blanchard

INVITEES

Dean, Academic Affairs – Larissa Nazarenko
Dean, Academic Affairs – Paul Murphy
Dean, Academic Affairs – Nancy Meddings
Dean, Student Services – Robert Parisi

Dean, Academic Affairs – Ardis Neilsen
Dean, Matriculation/Counseling – vacant
Dean, Extended Campus – Rick Rantz
Associate Dean/Athletic Director – Kim Ensing

Approval of Minutes

2:00 p.m.

Approval of the Agenda

Curriculum Review – Action Items

None at this time

Curriculum – Other

- **Review of the General Education (GE) criteria for AHC, CSU, IGETC** – This is periodic review of the GE criteria used to submit courses for AHC GE, CSU GE, and/or IGETC GE, to ensure criteria are current and appropriate, and in preparation for the 2015-2016 college catalog.
- **The Sunset Report** – Review of the process by which courses are placed on the sunset list, and how courses could be removed from the sunset list. An initial Sunset Report will also be reviewed.
- **The Challenge List** – This is a periodic review of the Credit by Exam course list, in preparation for publication of the 2015-2016 college catalog.

VI. Public Remarks

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VII. Reports

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

VIII. Call for Future Agenda Items

IX. Call to Adjourn

4:00 p.m.

Next meeting: Thursday, February 19, 2015, in B-100, starting at 2:00 p.m.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, February 19, 2015 – Board Room – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpi
Vice-Chair – Tom VanderMolen
Applied Social Sciences – Judith Dal Porto
Business – Peggy Warrick
Counseling – Lydia Maxwell
English – Jennifer Jozwiak
Fine Arts – David Passage
Kinesiology, Rec & Athletics – Sheri Bates
Health Sciences – Larry Manalo

Industrial Technology – Robert Mabry
Academic/Student Affairs – Sandra Bierdzinski
Languages & Communication – Melinda Nishimori
Life and Physical Sciences – Rob Lennihan
Mathematics Sciences – Derek Mitchem
Public Safety – Mike Messina
Social & Behavioral Sciences – Tom VanderMolen
Student Representative – Quianna Cater

NON-VOTING MEMBERS

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Community Education – vacant

OTHER:

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Dean, Academic Affairs – Ardis Neilsen
Dean, Matriculation/Counseling – vacant
Dean, Extended Campus – Rick Rantz
Associate Dean/Athletic Director – Kim Ensing

Approval of Minutes

2:00 p.m.

Approval of the Agenda

Curriculum Review – Action Items

None at this time

Curriculum Related – 1st readings

- **Review of the AHC Graduation Requirements** – Periodic review of the AHC graduation requirements, such as MCGS and H&W, including Math and English graduation requirements, to ensure currency and appropriateness, and in preparation for the 2015-2016 college catalog.
- **The Credit by Examination List (aka Challenge List)**– Periodic review of the Credit by Exam course list, to ensure currency, and in preparation for publication of the 2015-2016 college catalog.
- **The College Now! List** - Periodic review of the College Now! course list, to ensure currency, and in preparation for publication of the 2015-2016 college catalog.
- **The AHC Disciplines List** – This is a periodic review of the AHC Disciplines List, to ensure currency, and in preparation for the academic year 2015-2016.

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. Reports

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

VIII. Call for Future Agenda Items

IX. Call to Adjourn

4:00 p.m.

Next meeting: Thursday, February 26, 2015, in B-100, starting at 2:00 p.m.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, February 26, 2015 – Board Room – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpi
Vice-Chair – Tom VanderMolen
Applied Social Sciences – Judith Dal Porto
Business – Peggy Warrick
Counseling – Lydia Maxwell
English – Jennifer Jozwiak
Fine Arts – David Passage
Kinesiology, Rec & Athletics – Sheri Bates
Health Sciences – Larry Manalo

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Life and Physical Sciences – Rob Lennihan
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Community Education – vacant

INVITEES

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Dean, Academic Affairs – Ardis Neilsen
Dean, Matriculation/Counseling – vacant
Dean, Extended Campus – Rick Rantz
Associate Dean/Athletic Director – Kim Ensing

OTHER:

Karen Tait, past AP&P Chair
Part-Time Faculty Union – Danielle Blanchard

Approval of Minutes

2:00 p.m.

Approval of the Agenda

Curriculum Review – Action Items

None at this time

Curriculum Related – Informational Items

- **DSNs** - Guest speaker Margaret Lau will talk about her role as a Deputy Sector Navigator (DSN) for AHC, what this means for CTE and AHC, and she will briefly talk about some of the innovations taking place in the CTE arena, such as the statewide “Doing What Matters” initiative, the LaunchBoard tool, and much more.
- **The Course Modification Process** – When to modify courses and programs, why is it good to do it, and how to do modifications well.
- **The DL Conversion Process** – Connected to course modifications, this presentation covers the who, what, why, when and how of Distance Learning conversions. This presentation also includes local, state, and national compliance aspects.

VI. Public Remarks

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Curriculum Related – 1st Reading

- **The 2015-2016 CurricUnet Submission Timeline** – Initial review of the 2015-2016 CurricUnet Submission calendar, in preparation for the academic year 2015-2016.

VII. Reports

- a. AP&P Representatives
- b. AP&P Chair
 - PD Offerings for the AHC Curriculum Summit
 - Announcement on the Student Success Summit
- c. Administration
- d. Admissions and Records
- e. Counseling/Matriculation
- f. Articulation
- g. CurricUnet
- h. Support

VIII. Call for Future Agenda Items

IX. Call to Adjourn

4:00 p.m.

Next meeting: Thursday, March 5, 2015, in B-100, starting at 2:00 p.m.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, March 5, 2015 – Board Room – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpí
 Vice-Chair – Tom VanderMolen
 Applied Social Sciences – Judith Dal Porto
 Business – Peggy Warrick
 Counseling – Lydia Maxwell
 English – Jennifer Jozwiak
 Fine Arts – David Passage
 Kinesiology, Rec & Athletics – Sheri Bates
 Health Sciences – Larry Manalo

Industrial Technology – Robert Mabry
 Academic/Student Affairs – Sandra Bierdzinski
 Languages & Communication – Melinda Nishimori
 Life and Physical Sciences – Rob Lennihan
 Mathematics Sciences – Derek Mitchem
 Public Safety – Mike Messina
 Social & Behavioral Sciences – Tom VanderMolen
 Student Representative – Quianna Cater

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
 VP, Academic Affairs – Jane Harmon
 Admissions & Records – Janet Hooghuis
 Articulation – David DeGroot
 Community Education – vacant

OTHER:

Karen Tait, past AP&P Chair
 Part-Time Faculty Union – Danielle Blanchard

INVITEES

Dean, Academic Affairs – Larissa Nazarenko
 Dean, Academic Affairs – Paul Murphy
 Dean, Academic Affairs – Nancy Meddings
 Dean, Student Services – Robert Parisi

Dean, Academic Affairs – Ardis Neilsen
 Dean, Matriculation/Counseling – vacant
 Dean, Extended Campus – Rick Rantz
 Associate Dean/Athletic Director – Kim Ensing

Approval of Minutes

2:00 p.m.

Approval of the Agenda

Curriculum Related – 2nd Reading

- **The Sunset Report** – Final review of the process by which courses are placed on the sunset list, and how courses could be removed from the sunset list.
- **The 2015-2016 CurricUnet Submission Timeline** – Final review of the 2015-2016 CurricUnet Submission calendar, in preparation for the academic year 2015-2016.

Curriculum – 1st Reading

Program Title	Type of proposal	Action
Elementary Teacher Preparation	New ADT	
Studio Arts	New ADT	

Curriculum Related – Informational Items

- **The Course Modification Process** – When to modify courses (and programs), why is it good to do this, and how to do modifications well.
- **The DL Conversion Process** – This presentation covers the who, what, why, when and how of Distance Learning conversions.

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. Reports

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

VIII. Call for Future Agenda Items

IX. Call to Adjourn

4:00 p.m.

Next meeting: Thursday, March 12, 2015, in B-100, starting at 2:00 p.m.

Spring Break takes place March 16-20. No AP&P on March 19.

Academic Policy & Planning Committee Agenda

Meeting: Thursday, March 12, 2015 – B-100 – 2:00 PM

VOTING MEMBERS

Chair – Sofia Ramírez-Gelpí
Vice-Chair – Tom VanderMolen
Applied Social Sciences – Judith Dal Porto
Business – Peggy Warrick
Counseling – Lydia Maxwell
English – Jennifer Jozwiak
Fine Arts – David Passage
Kinesiology, Rec & Athletics – Sheri Bates
Health Sciences – Larry Manalo

Industrial Technology – Robert Mabry
Academic/Student Affairs – Sandra Bierdzinski
Languages & Communication – Melinda Nishimori
Life and Physical Sciences – Rob Lennihan
Mathematics Sciences – Derek Mitchem
Public Safety – Mike Messina
Social & Behavioral Sciences – Tom VanderMolen
Student Representative – Quianna Cater

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
VP, Academic Affairs – Jane Harmon
Admissions & Records – Janet Hooghuis
Articulation – David DeGroot
Community Education – vacant

STANDING INVITEES

Dean, Academic Affairs – Larissa Nazarenko
Dean, Academic Affairs – Paul Murphy
Dean, Academic Affairs – Nancy Meddings
Dean, Student Services – Robert Parisi
Dean, Academic Affairs – David Humphreys

Dean, Academic Affairs – Ardis Neilsen
Dean, Matriculation/Counseling – vacant
Dean, Extended Campus – Rick Rantz
Associate Dean/Athletic Director – Kim Ensing
Associate Dean/PCPA Director – Mark Booher

OTHER:

Karen Tait, past AP&P Chair
Part-Time Faculty Union – Danielle Blanchard

Approval of Minutes

Approval of the Agenda

Curriculum Review – Action Items (2nd Reading)

2:00 p.m.

- **Review of the AHC Graduation Requirements** – Final review of the AHC graduation requirements, such as MCGS and H&W, including Math and English graduation requirements, to ensure currency and appropriateness, and in preparation for the 2015-2016 college catalog.
- **The Credit by Examination List (aka Challenge List)** – Final review of the Credit by Exam course list, to ensure currency, and in preparation for publication of the 2015-2016 college catalog.
- **The College Now! List** – Final review of the College Now! course list, to ensure currency, and in preparation for publication of the 2015-2016 college catalog.
- **The AHC Disciplines List** – Final review of the AHC Disciplines List, to ensure currency, and in preparation for the academic year 2015-2016.

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.

Reports

1. AP&P Representatives
2. AP&P Chair
3. Administration
4. Admissions and Records
5. Counseling/Matriculation
6. Articulation
7. Curricunet and Support

Call for Future Agenda Items

Call to Adjourn

4:00 p.m.

Next meeting: Thursday, March 26, 2015, in B-100, starting at 2:00 p.m.