

# Academic Policy & Planning Committee Meeting Minutes

## Meeting: Thursday March 29, 2018 in Building M, Room 116 at 2:00 PM

### VOTING MEMBERS (14)

X Chair – Larry Manalo Jr.  
X Vice-Chair – David DeGroot  
Applied Behavioral Sciences – C. Bisson  
X Business – Brent Darwin  
X Counseling – Lydia Maxwell  
English – Kate Adams  
Fine Arts – Tim Webb  
X Kinesiology, Rec & Athletics – Sheri Bates  
Health Sciences – Mary Pat Nelson

X Industrial Technology – Gabriel Marquez  
X Academic/Student Affairs – Kathy Headtke  
X Languages & Communication – Andrea Sanders  
X Life and Physical Sciences – Rob Lennihan  
X Mathematics Sciences – Derek Mitchem  
X Public Safety – Kristy Treur  
X Social & Behavioral Sciences – Tom VanderMolen  
Student Representative – Vacant

### NON-VOTING MEMBERS

X Curriculum Specialist – Rebecca Andres  
VP, Academic Affairs – Melinda Nish  
X Admissions & Records – Janet Hooghuis  
Articulation – David DeGroot  
Community Education – S. Ramirez-Gelpi  
Part-Time Faculty Union –

### STANDING INVITEES

Dean, Academic Affairs – Margaret Lau  
Dean, Academic Affairs – Richard Mahon  
Dean, Academic Affairs – Bob Curry  
Dean, Student Services – Robert Parisi  
Dean, Academic Affairs – Sofia Ramirez Gelpi

Dean, Matriculation/Counseling – Yvonne Teniente  
Dean, Extended Campus – Rick Rantz  
Associate Dean/Athletic Director – Kim Ensing  
Associate Dean/PCPA Director – Mark Booher

### GUESTS

Tom Lamica  
Thesa Roepke

**Mission of the College:** Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.

**Duties of the Committee:** The AP&P Committee:

- guides the development of curriculum and encourages creativity, flexibility, and innovation in curriculum development. It is a multidisciplinary committee and must have the broadest of academic perspectives.
- is charged with the vigilant oversight of all of the college's curricula including the review, approval, and renewal of sound curriculum. Upon approval, the AP&P Committee shall offer its recommendations to the Academic Senate and Board of Trustees.
- certifies academic rigor, academic quality, academic integrity, and adherence to standards and regulations provided in Education Code and Title 5.
- refers curriculum matters beyond the scope of its normal business to the Academic Senate.
- examines, researches, and analyzes the issues presented for program vitality, and prepares a report with recommendations for consideration to the Academic Senate. The recommendations will be presented to the Senate Executive Committee and the Academic Senate.

**Approval of Minutes:** March 8, 2018

A motion was made to approve the minutes of March 8, 2018 meeting as distributed. (M/S/P Headtke/Mitchem) Yes: B. Darwin, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: L. Maxwell.

**Approval of the Agenda:**

A motion was made to approve the agenda as distributed. (M/S/P Headtke/Maxwell) Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0

**Chair Comments:**

- Sunset List – Refer: California Education Code § 48800 (See Endnotes).
- The noncredit department dropped their request for inclusion in the College Now list.

**Action Item:** 2018 – 19 College Now List

A motion was made to approve the changes to the 2018-19 College Now course listing. (M/S/P L. Maxwell/A. Sanders). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0

**Action Item:** Updating the College Now List

A motion was made to adopt Adding Courses to the College Now Course List. (M/S/P: L. Maxwell/A. Sanders). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0

Adding Courses to College Now Course List:

- At the beginning of the spring semester, the College Now Course List is distributed to departments via the AP&P Representative.

- o The discipline faculty reviews the list to determine changes, including the accuracy and currency of the College Now course offerings.
- o The changes from each department are compiled and approved at an AP&P meeting.
- o The approved list is distributed the Admissions Office for posting by the 3<sup>rd</sup> week in March (prior to the posting of the summer/fall class offerings).

**Action Item: Textbook Adoption**

A motion was made to adopt the Textbook Adoption policy/process. (M/S/P: A. Sanders/K. Headtke). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0

**Textbook Adoption:**

The “Textbook Change” proposal type provides an opportunity to ensure that the course outline indicates currently used texts and materials in course offerings. In an effort to maintain currency of text and other materials listed on the course outline of record, textbook adoption is upon AP&P approval.

Approval of a “Textbook Change” proposal type may be implemented upon AP&P approval **but** the review date on the course outline of record will not be changed.

**Consent Agenda:**

<b>Proposal Type</b>	<b>Course/Program Title (units)</b>	<b>Rationale / Recommendations</b>
Corrections	CS 161 Discrete Structures	Semester offering correction. Review Date: Fall 2014.
Corrections	ENGR 100 Introduction to Engineering	Semester offering correction. Review Date: Spring 2012
Corrections	ENGR 161 Materials Science	Semester offering correction. Review Date: Spring 2012.
Corrections	ENGR 162 Materials Science Lab	Semester offering correction. Review Date: Spring 2012.
Corrections	ENGR 170 Electric Circuit Analysis	Semester offering correction. Review Date: Spring 2015
Corrections	ENGR 171 Electric Circuit Lab	Semester offering correction Review Date: Spring 2015
Course Drop	ENGR 172 Circuits and Electronic Devices	The course has not been taught since 2007. Corequisite: ENGR 173 Program: Associate in Arts Engineering
Course Drop	ENGR 173 Circuits and Devices Laboratory	The course has not been taught since 2007 Corequisite: ENGR 172 Program: Associate in Arts Engineering
Corrections	ENVT 450 HAZWOPER	Semester offering, repeatability, and removal of DL status. The course is an annual refresher as required by OSHA and CalOSHA regulations. Review Date: Fall 2012
Corrections	ENVT 456 FRO Refresher	Semester offering correction. Review Date: Spring 2010.
Minor Program Modification	Mathematics with Computer Science Emphasis <b>Associate in Arts</b>	Rationale: Updating the program learning outcomes language. Most of the changes are grammar, removal of extra language, or changing words for a preferred synonym. It makes doing our SLOs assessment easier.
Content Review	MUS 101 Music History Ancient Baroque (Lec 3) Advisory: ENGL 101	Modifications: Semester offering. Text.

Course Review	MUS 140 Symphonic Band (Lab 1) LOE: Audition <b>Repeat: 3</b>	The course is repeatable at 4-year universities.
Course Review	MUS 151 Concert Band (Lab 1) LOE: Audition <b>Repeat: 3</b>	The course is repeatable at 4-year universities.
Corrections	NURS 103 RN Practicum 1 (Lab 5) Corequisite: NURS 111 LOE: Admittance to RN Program	Discipline Placement: Nursing (M) to NURSING (M) or Nursing Science/Clinical Text.
Corrections	NURS 108 RN Practicum 2 (Lab 5) Corequisite: NURS 112 LOE: Admittance to RN Program	Discipline Placement: Nursing (M) to NURSING (M) or Nursing Science/Clinical Text.
COMMITTEE ACTION:	A motion was made to recommend Consent Agenda items for adoption. (M/S/P D. Mitchem/r. Lennihan). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0.	

#### First Reading:

Proposal Type	Course/Program Title (units)	Rationale / Recommendations
Major Modification	AG 125 Soils and Plant Nutrition (Lec 3/Lab 1) Advisory: CHEM 120	Rationale: The course outline is being reviewed for currency of content and updated as required. Modifications: Text. There were typographical and format modifications.  Consider: Switch course objectives with student learning outcomes. Separate lecture and laboratory content.
Major Program Modification	Agricultural Science <b>Certificate of Achievement</b> Required Core Courses: 14 Minimum Selected Units: 9 Total: 23	
Major Program Modification	Agricultural Science <b>Associate in Science</b> Required Core Courses: 14 Minimum Selected Units: 9 Total: 23	The Program Outline is essentially the same as the certificate except for additional language in the Catalog Description: This program will adequately prepare students to transfer for further study in many agricultural science fields including: Crop Protection, Crop Science, Agricultural Education, Agricultural Science, Soil Science, Fruit Science, Vegetable Science or Sustainable Agriculture.
Major Modification DL Update	LBRY 170 Library Research Methods (Lec 2) Advisory: ENGL 513	Rationale: The course is being modified for two reasons. 1. to reflect a new textbook and 2. to add an additional option on the final capstone project that gives students more flexibility to demonstrate knowledge of learning objectives. Modifications: Typographical and format corrections. Text. DL update
NEW Course	MMAC 129 Digital Tools for Visual Media (Lec 2/Lab 1)	Justification: This course is required for the ADT Graphic Design and will be an elective in both Applied Design/Media: Graphic Design and Multimedia A.S. degrees and certificates as it teaches students prerequisite industry standards and skills

		needed for success in further study of digital design and media production.  Need: AHC GE, CSU GE and IGETC specific areas and worksheet.
Major Modification	MUS 122 Piano 4 Prerequisite: MUS 121	Modifications: Course title change. (OLD: Piano Repertoire). Advisory to Prerequisite. Typographical corrections in content, assignments, and evaluation methods. Detail on Methods of Instruction. Attached: Content Review Form.
Major Modification	PHOTO 140 Introduction to Color Photography (Lec 2/Lab 1)  Prerequisite: PHOTO 110 or PHOTO 170	Modifications: Added an alternative prerequisite. Text.
NEW Noncredit	VOCE 7109 Microsoft Windows Contact Hours: 16-18 hours	Rationale: Many jobs require computer skills, and the demand is growing. In the local job market, 25% of job listings required some form of computer skills (indeed.com, as of July 25, 2017). Demand: Microsoft Windows is the most widely used operating system for desktop and laptop computers. This course provides a general introduction to Microsoft Windows operating system from a user's point of view and is a starting point for developing other computer skills.  Comments: Instructional Materials – These should list what the student needs to have to be successful in the course. SLO needs to be written as LOs.
NEW Noncredit	VOCE 7110 Social Media Contact Hours: 16-18 hours	Rationale: Social media is used for communication on many levels, including a path to employment opportunities. Knowing how to present oneself on social media in a positive and professional manner is a valuable career skill. Demand: According to the Society for Human Resource Management (SHRM), the world's largest HR professional society, a study released in January of 2017 showed that 84% of organizations used social media to recruit employees. CareerBuilder.com surveyed employers in 2016 and found that 60% of employers use social media to research job candidates  Comment: Interesting that it lists Facebook and Instagram specifically, and lists "other social media" later. I'm guessing that will change rapidly. Will a modification need to be done every time social media has a big "new thing"? Instructional Materials: Are these required of students?
COMMITTEE ACTION:	A motion was made to recommend 1 <sup>ST</sup> readings for consideration. (M/S/P: L. Maxwell / A. Sanders). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0.	

**Second Reading:**

<b>Proposal Type</b>	<b>Course/Program Title (units)</b>	<b>Rationale / Chair Comments</b>
Major Modification DL	CS 111 Fundamentals of Programming 1 (Lec 4) Prerequisites: MATH 331 Advisory: CS 102	Justification: The course is being reviewed as part of course review.  Modifications: Updated wording, prerequisites (similar to Cal Poly), changing textbooks, catalog description, sample questions in assignments, DL addendum
Course Review	Early Childhood Studies - The modifications are aligned with the ECE Curriculum Alignment Project (CAP).	
Major Modification	ECS 105 Observation and Assessment (Lec 3) Prerequisites: ECS 100 Advisories: ENGL 513 LOE: All students enrolled in ECS 105, ECS 106, ECS 118 or ECS 119 must show proof of their current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program in order to meet the provisions of SB792.	Modifications: Catalog description. PCAs. SLOs, course objectives. Assignments, methods of evaluation. Text.  Comments: Inclusion of the course requirements – provisions of AB 792 in Catalog Description.
Course Review	ECS 106 Introduction to Early Childhood Curriculum (Lec 3)  Prerequisite: ECS 105. Advisories: ENGL 513. LOE: All students enrolled in ECS 106, ECS 118 or ECS 119 must show proof of their current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to meet the provisions of AB792.	Modifications: catalog description. prerequisites to advisories, new prerequisite, new LOE, content. SLO. course objectives, assignments, text, other materials.  Clarify: Instructional materials in various curriculum areas.
Major Modification DL Update	ECS 116 Teaching in a Diverse Society (Lec 3) Advisories: ECS 101 and ENGL 513  .	Modifications: Catalog Description. SLO. Course Objectives. Outside Assignments. Methods of Evaluation. Text. DL addendum  MCGS – due to the changes in course objectives, it is important to update the MCGS worksheet.  Review text and materials for relevance and currency.
Major Modification	ECS 118 Practicum: Preschool (Lec 1.5/Lab 1.5)  Prerequisite: ECS 106 Advisory: ENGL 513 LOE: All students enrolled in ECS 105, 106, ECS 118 or ECS 119 must show proof of their current	Modifications: Catalog Description. New LOE. SLO. Course Objectives. Methods of Instruction. Methods of Evaluation. Text.

	tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program to meet the provisions of SB 792.	
Course Review	ECS 119 Practicum: Infant/Toddler (Lec 1.5/Lab 1.5) Prerequisites: ECS 106, ENGL 513, ECS 115, ECS 151  LOE: All students enrolled in ECS 106, ECS 118 or ECS 119 must show proof of their current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to meet the provisions of AB792. Students must be on the waitlist and provide required documentation on the first day of class in order to receive an add code to add the class.	Modifications: Catalog Description. Semester offering to Fall and Spring. New advisory and LOE. Course Objectives.  Review: Catalog Description. Indicate what is specific to the course.
Course Review DL Update	ECS 132 EDUC 132 Child Identity and Learning (Lec 2/Lab 1) Advisories: ECS 100 and ENGL 513  .	Modifications: Textbook. DL addendum. The course status: Program-applicable  Verify: Advisories are different. The COR must be identical.  Dean Comments: When is the course offered (F, S, U)? Two typos noted in course content screen. CB24 code appeared as stand-alone but the course is part of several programs so it should be program-applicable. All else is good.
Course Review	ECS 303 Introduction to Early Childhood (Lec 2) Advisory: ENGL 513  .	Modifications: Course objectives. MOE. Updates on text and other materials  Comment: Update text: 2011. The initiator commented that the textbook is an industry standard.
Course Review	ECS 310 Art for Young Children (Lec 0.5) Advisory: ENGL 513	Text: Lasky, L. and Mukerji <i>Art: Basic for Young Children. N.A.E.Y.C., Washington, DC, 1980</i>
Course Review	ECS 311 Creating Learning Materials (Lec 0.5) Advisory: ENGL 513	Modifications: Text. Methods of Evaluation  Comments: Align Assignments with MOE. Text within 5 years- Text is a workforce standard.
Course Review	ECS 312 Music for Early Childhood Educators (Lec 0.5) Advisory: ENGL 513	Modifications: Course Objectives. Outside Assignments. Methods of Evaluation. Text is workforce standard.
Course Review	Law Enforcement – The modifications are aligned with POST mandates.	

Agency Mandate	<p>LE 320 Basic Law Enforcement Academy (Lec 12/Lab 12) Prerequisite: 310 or equivalent course or training as determined by the Director of Law Enforcement Training</p> <p>Advisory: ENGL 306 and PE 141 LOE: Prior to enrollment, students must also complete an academy application packet and submit Livescan fingerprints to the California Department of Justice to verify that they can legally be issued and possess a firearm. Students must score 42 or higher on the POST PELLETB Test. Students must submit a completed California POST approved Medical History/Clearance form signed by their physician after medical examination. Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalencies for licensure for employment purposes.</p>	<p>Changes are mandated by POST and by Senate Bill 11 and Senate 29 mandate <b>8 hours of mental health training</b> (CIT).</p> <p>Modifications: Methods of Instruction, and text and materials, weekly hours: lec hours: 11 hours to 12 hours lab hours: 35.7 hours to 36 hours</p> <p><b>Unit Formula:</b> 1 lecture unit = 1-hour class time + 2 hours outside study (1:2). 1 lab unit = 3-hour class time + 0 outside study or 48-54 total student learning hours</p> <p>12 weekly lec hours 24 outside study hours 36 weekly lab hours = 72 weekly student learning hours x 16 weeks = 1152 total student learning hours / 48 = 24 units</p>
Course Review	<p>LE 424 PC 832 Arrest (Lec 1.5) LOE: Freedom from illness or disability that would prevent the student from safely performing the required arrest and control physical skills.</p>	<p>Modifications: Weekly lec hours: 2.5 hours to 1.875 Weekly lab: 0 to 0.625 hours. Units: 2.5 to 1.5 units.</p>
Course Review	<p>LE 425 PC 832 Firearms (Lec 0.5)</p> <p>LOE: Freedom from illness or disability that would prevent the student from safely participating in live fire shooting activities. Students not employed (as peace officer) or sponsored by a California law enforcement agency are required to obtain a CA DOJ Firearms Clearance (PC13511.5).</p>	<p>Modifications: Weekly lec hours: 1.5 to 0.5 hours Weekly lab hours: 0 to 1 hour Units: 1.5 to 0.5 units.</p>
NEW Noncredit Course	<p>NESL 7040 Conversation for Beginning ESL (32-48 Hours)</p>	<p>Justification: This course serves a need identified in AEBG 104, then AB86, student surveys. Students want and need more conversation and pronunciation-based courses in noncredit in order to increase their confidence and oral skills in speaking English in the community.</p> <p>Comments: Supporting documentation is needed to support justification statement Sample assignment number three-- I'm not sure what "reflect on it" means. Also, just curious about levels A, B, C, and D.</p>

		According the two classes, Level A/B is lower experience speaking English, but is there a connotation about A being high and D being low in native Spanish speakers?
NEW Noncredit Course	NESL 7041 Conversation for Intermediate ESL (32-48 hours)	Comments: same as above.
COMMITTEE ACTIONS:	<p>A motion was made to recommend 2<sup>nd</sup> readings for adoption. (M/S/P: A. Sanders / K. Headtke). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0.</p> <p>A motion was made to recommend prerequisites, corequisites, advisories, and limitation on enrollment for adoption. (M/S/P: A. Sanders / K. Treur). Yes: B. Darwin, L. Maxwell, S. Bates, K. Headtke, A. Sanders, R. Lennihan, D. Mitchem, K. Treur, T. VanderMolen. No: 0. Abstain: 0.</p>	

**Action Item:** Sunset Policy

- Proposal: Change the name to "Course Sunset Policy"

**Action Item:** A Review of Sunset Policy

- **First Appearance** – a course that has not been taught for a period of two calendar years.
- **Second Appearance** – a course remaining in the sunset list for one year and has not been successfully taught ever since
- **Proposal:** Request for Drop Form should be completed and attached to the COURSE DROP/DEACTIVATE COURSE proposal type. The proposal should be launched. The initiator is responsible for informing the faculty, AP&P representatives, and respective departments whose courses and/or programs are listed in the course/program impact report.
- The **AP&P Committee** should address the impact on courses and programs and would make appropriate recommendations.
- Courses in the areas of Emergency Medical Services, Environmental Health and Safety, Fire Technology, Wildland Firefighting, and Law Enforcement, as well as Special Topics x99 (ex. 199, 399, 499, 599) courses that are not core to any degree/certificate program are exempt from the Sunset Policy. The program coordinators in these disciplines will review their list of courses annually and drop curriculum that is no longer in use by the program.

**First Reading Only: Sunset Proposals**

	Prefix & Number	Course/Program Title (units)	Comments
<b>Course Drops:</b> The department concurs that the course should be dropped from the curriculum.			
2 <sup>nd</sup> Appearance	ART 109	American Art	John Hood p. 1 Program Impact: AA Art – Selected units
2 <sup>nd</sup> Appearance	ART 131	Portraits	John Hood p. 3 Program Impact: AA Art – Selected units
2 <sup>nd</sup> Appearance	DANC 126	Clinic in Ballet Barre	Dianne McMahon p. 6 Stand-alone.
2 <sup>nd</sup> Appearance	DANC 167	Clinic in Intermediate Tap	Dianne McMahon p. 17 Program Impact: AA Dance – Selected units CofAch Dance – Selected units
2 <sup>nd</sup> Appearance	DANC 174	Intermediate Ballroom	Dianne McMahon p. 21 Program Impact:



			AA Dance – Selected units CofAch Dance – Selected units
Course Drop	EMS 303	Paramedic Prep Rationale: We are not doing the paramedic program and it is not planned for the near future. Other paramedic programs do not require this course nor does it aid in getting into that program.	Course Impact: Prerequisite: EMS 333 Programs: • AS Emergency Medical Services: Paramedic Training – Required • CofAch EMS: Paramedic Training - Required
2 <sup>nd</sup> Appearance	PE 156	Beginning Golf	Sheri Bates p. 76 AAT Kinesiology – Selected units
Request to Drop a Course – Instructor Initiated	RVT 308	Seminar for Registered Veterinary Technicians The course was successfully offered in spring 2015. It had insufficient enrollment. It is an elective course in the RVT program. There is no alternate course. The department is unanimous with the decision to drop.	Robert Seidenberg p. 78 CofAch RVT - Elective No impact. Stand-alone.
<b>Course Retain:</b> The department provides rationale.			
1 <sup>st</sup> Appearance	DA 380	DA Skills Lab Rationale: The course was offered successfully in Fall 2011 but was cut due to budget cuts. Action: The course will be offered during the upcoming Spring, Summer, and/or Fall terms.	Kathy Johnson p. 5 Review Date: Fall 2011
2 <sup>nd</sup> Appearance	DANC 154	Pointe and Partnering Clinic Rationale: The course was offered successfully in Summer 2011. Action: The course will be offered during the upcoming Summer.	Dianne McMahon p.8 Review Date: Fall 2017
2 <sup>nd</sup> Appearance	DANC 155	Clinic in Pilates Rationale: The course was offered successfully and successfully taught in Fall 2013. Action: The course will be offered during the upcoming Summer.	Dianne McMahon p.11 Review Date: Spring 2017
2 <sup>nd</sup> Appearance	DANC 161	Clinic in Intermediate Ballet Rationale: The course was offered successfully and successfully taught in Summer 2015. Action: The course will be offered during the upcoming Summer.	Dianne McMahon p. 12 Review Date: Spring 2017
2 <sup>nd</sup> Appearance	DANC 162	Clinic in Jazz Rationale: The course was offered successfully and successfully taught in Summer 2015. Action: The course will be offered during the upcoming Summer.	Dianne McMahon p. 14 Review Date: Spring 2017
2 <sup>nd</sup> Appearance	DANC 172	Beginning Ballroom Dance Rationale: The course was offered successfully and successfully taught in Fall 2011. Action: The course will be offered during the upcoming Spring.	Dianne McMahon p. 19 Review Date: Spring 2017
1 <sup>st</sup> Appearance	EL 122	Electronic Devices and Circuits	Kevin Keinert

		Rationale: The course was offered successfully in Spring 2017.	p. 22 Review Date: Fall 2016
1 <sup>st</sup> Appearance	EL 123	Electronic Devices and Circuits Lab Rationale: The course was offered successfully in Spring 2017.	Kevin Keinert p. 24 Review Date: Fall 2016
1 <sup>st</sup> Appearance	EL 135	Electronic Measurement and Instrument Rationale: The department wishes to continue with this course due to the following extenuating circumstances. Course will be taught again when enough students progress through the lower level courses and enrollment is large enough to warrant the class being offered.	Kevin Keinert p. 27 Review Date: Spring 2017
1 <sup>st</sup> Appearance	EL 136	Electronic Measurement and Instrument Lab Rationale: The department wishes to continue with this course due to the following extenuating circumstances. Course will be taught again when enough students progress through the lower level courses and enrollment is large enough to warrant the class being offered.	Kevin Keinert p. 28 Review Date: Fall 2016
1 <sup>st</sup> Appearance	EL 332	Wireless Network Administrator Rationale: The department wishes to continue with this course due to the following extenuating circumstances. Course will be taught again when enough students progress through the lower level courses and enrollment is large enough to warrant the class being offered.	Kevin Keinert p. 30 Review Date: Fall 2011
1 <sup>st</sup> Appearance	EL 333	Intro to Network Security Action: The course will be offered during the upcoming Spring, Summer, and/or Fall terms.	Kevin Keinert p. 33 Review Date: Fall 2016
2 <sup>nd</sup> Appearance	ENVT 151	Hazardous Materials – Site Supervisor Rationale: The department wishes to continue with this course due to the following extenuating circumstances. Program review underway. Sunsetting the course will affect the program.	Kristy Treur p. 35 Review Date: Fall 2016
1 <sup>st</sup> Appearance	ENVT 152	Identification and Assessment of Hazardous Materials Rationale: The course was offered successfully in Spring 2011. Action: The course will be offered during the upcoming Spring, Summer, and/or Fall terms.	Kristy Treur p. 37 Review Date: Fall 2016
2 <sup>nd</sup> Appearance	ENVT 157	First Aid for HazMat Workers Rationale: The department wishes to continue with this course due to the following extenuating circumstances. Program review underway. Sunsetting the course will affect the program.	Kristy Treur p. 39 Review Date: Fall 2016
1 <sup>st</sup> Appearance	ESL 550	Grammar 1 Rationale: The course was offered and taught successfully in Fall 2014. Action: The course will be offered during the upcoming Fall 2018 at LVC.	Melinda Nishimura p. 40 Review Date: Spring 2014
2 <sup>nd</sup> Appearance	ET 104	Intro to Robotics and Mechatronics Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course	Saad Sadig p. 43 Cross-list: CEL 104 (Fall 2017) and EL 104 (Fall 2017)

		should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Review Date: Fall 2017
2 <sup>nd</sup> Appearance	ET 128	Intro to Renewable Energy Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Saad Sadig p. 45 Cross-list: CEL 128 (Fall 2017) and EL 128 (Spring 2017) Review Date: Spring 2017
2 <sup>nd</sup> Appearance	ET 131	PLCs & Industrial Control Design Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Saad Sadig p. 46 Cross-list: CEL 131 (Fall 2017) and EL 131 (Fall 2017) Review Date: Fall 2017
2 <sup>nd</sup> Appearance	ET 133	Mechatronics Systems 1 Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Saad Sadig p. 49 Cross-list: CEL 133 (Fall 2017) and EL 133 (Fall 2017) Review Date: Fall 2017
2 <sup>nd</sup> Appearance	ET 139	Electrical Power, Motors, & Controls Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Saad Sadig p. 49 Cross-list: CEL 139 (Fall 2016) and EL 139 (Fall 2016) Review Date: Fall 2016
2 <sup>nd</sup> Appearance	ET 162	Fluid Power & Control Rationale: The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.	Saad Sadig p. 53 Cross-list: CEL 162 (Fall 2016) and EL 162 (Fall 2016) Review Date: Fall 2017
1 <sup>st</sup> Appearance	FILM 104	Documentary Studies Rationale: This is a <b>new course</b> . Action: The course will be offered during the upcoming Fall 2019.	Tim Webb p. 54 Review Date: Fall 2017
1 <sup>st</sup> Appearance	FILM 106	Film and Television Writing II Action: The course will be offered during the upcoming Fall 2019.	Tim Webb p. 57 Review Date: Fall 2017
1 <sup>st</sup> Appearance	FILM 108	Film and Television in the 21 <sup>st</sup> Century Rationale: This is a <b>new course</b> . Action: The course will be offered during the upcoming Fall 2019.	Tim Webb p. 59 Review Date: Fall 2017
1 <sup>st</sup> Appearance	FILM 386	Film Festival Production Lab Rationale: The course was offered in spring 2018 and was successfully taught in spring 2016. The department wishes to continue with this course due to the following extenuating circumstances. <b>The course is being</b> rewritten to reduce hours and address repeatability.	Tim Webb p. 61 Review Date: Fall 2016
2 <sup>nd</sup> Appearance	GEOG 110	Introduction to Meteorology Rationale: The department wishes to retain the course, with course modifications via the	Chris Straub p. 63 No signature by the AP&P Rep

		current curriculum proposal process, for the following specific reasons. <b>GEOG 110 will be added</b> to the list of courses within Geography transfer degree being created.	Review Date: Fall 2016
2 <sup>nd</sup> Appearance	GRPH 127	History of Graphic Design Rationale: The course should not be in the sunset list. It was offered in fall 2016. Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. <b>This course is listed as required in the proposed ADT – Graphics</b> that is in the pipeline to be approved by the Chancellor’s Office. The GRPH 110 curriculum has been reviewed and modified to be changed to a DL course which should impact the enrollment positively. We are waiting on approval from AP&P. Hopefully, once these two things have happened, we will offer the course once every two years and the enrollment will be sufficient.	Nancy Jo Ward p. 65 Review Date: Fall 2013
1 <sup>st</sup> Appearance	LS 101	Success in College Action: The course will be offered again during the upcoming spring, summer, and/or fall terms.	p. 68 No signature approval attachment. Review Date: Spring 2016
1 <sup>st</sup> Appearance	MT 301	Introduction to Safety Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Submitted by Bob Curry for statewide online consideration.	Robert Mabry p. 69 p. 67. MT 301, MT 302, MT 303, and MT 304 – electronically signed by P. McGuire Review Date: Spring 2015
1 <sup>st</sup> Appearance	MT 302	Quality and Process Improvement Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Submitted by Bob Curry for statewide online consideration.	Robert Mabry p. 71 p. 67. MT 301, MT 302, MT 303, and MT 304 – electronically signed by P. McGuire Review Date: Spring 2015
1 <sup>st</sup> Appearance	MT 303	Manufacturing Processes and Production Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Submitted by Bob Curry for statewide online consideration.	Robert Mabry p. 71 p. 67. MT 301, MT 302, MT 303, and MT 304 – electronically signed by P. McGuire Review Date: Spring 2016
1 <sup>st</sup> Appearance	MT 304	Maintenance Awareness Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Submitted by Bob Curry for statewide online consideration.	Robert Mabry p. 75 p. 67. MT 301, MT 302, MT 303, and MT 304 – electronically signed by P. McGuire Review Date: Spring 2015
2 <sup>nd</sup> Appearance	SOC 122	Sociology of the Hispanic Culture Rationale: The course was offered successfully in unknown. Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Looking to offer at	p.80 No signature by AP&P Rep Review Date: Spring 2011

		the high school level via concurrent enrollment.	
1 <sup>st</sup> Appearance	STEM 140	Math and Science Teaching Careers Rationale: It is a new course. It was previously taught as EDUC 140. Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. Plan to offer in spring 2019 and every spring.	Derek Mitchem p. 82 Review Date: Fall 2015
1 <sup>st</sup> Appearance	WLDT 317	Ornamental Iron 1 Rationale: The course was last offered and successfully taught in spring 2016. Action: The course will be offered again during the upcoming spring, summer, and/or fall terms.	Gabriel Marquez p. 84 Review Date: Spring 2015
1 <sup>st</sup> Appearance	WLDT 320	Pipe Welding Rationale: The department wishes to retain the course, with course modifications via the current curriculum proposal process, for the following specific reasons. This is a new course. There has not been a chance to run the course because it did not make the catalog immediately after its approval. The course is on the schedule for fall 2018.	Gabriel Marquez p. 86 or 88 (duplicate) Review Date: Spring 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 - none

### Call for Future Agenda Items

Curriculum Development Handbook  
AP&P Evaluation Recommendations and Follow-up

**Call to Adjourn:** The meeting was adjourned at 4:00 p.m. (Sunset policy and proposals appearing on the March 29, 2018 agenda will be placed on a future agenda)

- Course List - High school students are **not** eligible to take courses at AHC *if the courses are available at their high school*. ~~Remedial math and English courses are also excluded from this list.~~ *College Now!* students can only enroll in courses on this list.
- **Math and English** – ~~Remedial math and English courses are also excluded from this list.~~ *College Now!* students are eligible to test and enroll into math and English courses at the 100-level only. These **100-level math and English** courses are ~~marked~~ **listed** with a ☆.
- **Physical Education** – PE courses listed with a bulldog icon require permission of the instructor of record which may be granted the first day of the term, if enrollment in the course permits adding *College Now!* students. In addition to the instructor's permission, CN students must also meet all other criteria for the College Now! program, before enrolling in a PE course, and complete a PE Disclaimer form.
- **Course Requisites** – Students who wish to take CN courses must meet the stated academic prerequisites or co-requisites. Courses with pre/co-requisites are listed on this list with an asterisk \*.
- **Auditions** – Courses with a ☆ require an audition or limitation on enrollment, or admittance to a program.

AB 351	ART 106	AT 343	CBOT 360	<del>EL-111*</del>	ENTR 101
AB 356	ART 107	AT 370	CBOT 361	<del>EL-112</del>	ENVT 101
AB 370	ART 108	ATH 104	<del>CBOT-362</del>	<del>EL-113</del>	ENVT 150
ACCT 100	ART 109	ATH 106*	CHEM 110	<del>EL-114*</del>	ENVT 151*
ACCT 317	ART 110	BIOL 100	CHEM 120*	EL 118*	ENVT 152
AG 101	ART 112*	BIOL 120	CHEM 140*	EL 119*	ENVT 153
AG 102	ART 113*	BIOL 132	CHEM 150*	EL 122*	ENVT 154
AG 120	ART 115	BIOL 135	CHEM 151*	EL 123**	ENVT 155
AG 121	ART 120	BIOL 145*	CS 102	EL 125*	ET 100
AG 122	ART 121*	BIOL 199	CS 111*	EL 126*	ET 104
AG 125	ART 124	BUS 101	CS 112*	EL 135*	ET 117
AG 130*	ART 125	BUS 102	CS 131*	EL 136*	ET 140*
AG 135	ART 126*	BUS 103	<del>CS-175*</del>	EL 179	ET 145*
AG 150	<del>ART-127</del>	BUS 104	CS 181*	EL 320	ET 370
AG 152	<del>ART-128*</del>	BUS 107	DANC 101	EL 332	FCS 130
AG 153	ART 129	BUS 110	DANC 148	EL 370	FCS 131
AG 154	ART 130*	BUS 111	DANC 170	EMS 102	<del>FCS-137</del> <a href="#">FASH 101</a>
AG 155	ART 131	BUS 121	DANC 180	EMS 300*	<del>FCS-138</del> <a href="#">FASH 102</a>
AG 156	<del>ART-132</del>	BUS 130	DANC 182	EMS 301*	<del>FCS-139</del> <a href="#">FASH 103</a>
AG 157	ART 144*	BUS 141	DANC 183	EMS 302*	<del>FCS-140</del> <a href="#">FASH 110</a>
AG 158	ART 146*	BUS 160	DANC 185	EMS 306	<del>FCS-144</del> <a href="#">FASH 104</a>
AG 179D	ART 150*	BUS 189	DANC 186	EMS 307	FCS 170
AG 307	ART 160	BUS 302	DANC 199	EMS 310	FCS 171
AG 312*	ART 161	BUS 303	DANC,	EMS 325	FCS 199
AG 314	ART 162	BUS 386	all activity	EMS 328	<del>FCS-360</del>
AG 324	ART 163	CA 120	DRMA 103	EMS 401*	FILM 101
AJ 101	ART 164	CA 124	DRMA 104	EMS 416*	FILM 102
AJ 103	ART 165	CA 125	DRMA 106*	ENGL 100* ☆	FILM 103
<del>AJ-301</del>	ART 199	CA 129	DRMA 110	ENGL 101* ☆	FILM 104
ANTH 101	ART 366	CA 323	DRMA 111	ENGL 102*	FILM 105
ANTH 102	ART 367	CBIS 101	<del>DRMA-118</del>	ENGL 103*	FILM 106*
ANTH 103	ART 368	CBIS 112	DRMA 199N	ENGL 106*	FILM 110
ANTH 110*	ART 380*	CBIS 141	ECON 101*	ENGL 107	FILM 111*
ANTH 122	ART 381*	CBIS 142	ECON 102*	ENGL 108	<del>FILM-112</del>
ANTH 199	ART 382*	CBIS 350*	ECON 121	ENGL 110*	FILM 114
ARCH 111	ART 383*	CBIS 351*	ECON 130	ENGL 130*	FILM 115
ARCH 121	ASL120	CBIS 352*	ECON 141	ENGL 131*	FILM 116*
ARCH 122	ASL121*	CBIS 371	ECS 100	ENGL 132*	FILM 117
ARCH 131	ASL124*	CBIS 373	ECS 101	ENGL 133*	FILM 118*
ARCH 151*	ASL130*	CBOT 100	ECS 303	ENGL 135*	FILM 120
ARCH 152*	ASTR 200	CBOT 131	EDTC 300	ENGL 137*	FILM 121
ARCH 160	AT 100	CBOT 312	EL 104	ENGL 139*	FILM 123
ARCH 370	AT 133*	CBOT 333	EL 105	ENGL 145*	FILM 125
ART 101	AT 303*	<del>CBOT-336</del>	EL 107*	ENGL 146*	FILM 126
ART 103	AT 313*	CBOT 337	EL 108*	ENGR 100	FILM 127
ART 104	AT 323	CBOT 350*	EL 109	ENGR 124*	FILM 380*
ART 105	AT 341	CBOT 351*		ENGR 126	FILM 381*

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- Auditions – Courses with a ☆ require an audition or limitation on enrollment, or admittance to a program.

FRCH 101	HUSV 101	MT 109	PE 106	PHYS110*	WFT 302
FRCH 102*	HUSV 102	MT 301	PE 120🐾	PHYS 141*	WLDT 106
FSN 109	HUSV 103	MT 302	PE 121🐾	PHYS 142*	WLDT 107*
FSN 110	HUSV 104	MT 303	PE 122🐾	PHYS 161*	WLDT 306*
FSN 112	HUSV 105	MT 307	PE 123🐾	PHYS 162*	WLDT 307*
FSN 132	HUSV 106	MT 370	PE 128	PHYS 163*	WLDT 308*
FT 101	HUSV 107	MUS 100	PE 129🐾	POLS 101	WLDT 370
FT 102	HUSV 110	MUS 101	PE 130🐾	POLS 103	WLDT 399
FT 103	HUSV 111	MUS 102	PE 132🐾	POLS 104	
FT 104	HUSV 112	MUS 104	PE 133🐾	POLS 106	
FT 379	HUSV 113	MUS 106	PE 134🐾	PROD 301	
FT 399	ITAL 101	MUS 110	PE 140🐾	PSY 101	
GBST 141	ITAL 102*	MUS 111	PE 141🐾	RE 100	
GEOG 101	ITAL 103*	MUS 112*	PE 142🐾	REC 101	
GEOG 102	ITAL 104*	MUS 113*	PE 146🐾	REC 103	
GEOG 103	LBRY 170	MUS 114*	PE 154🐾	REC 105	
GEOL 100	LDER 111	MUS 115	PE 160🐾	REC 107	
GEOL 114	LS 101	MUS 116*	PE 164🐾	REC <del>179</del> 109	
GEOL 131	<del>LS 312</del>	MUS 117	PE 167🐾	RVT 300	
GEOL 141	MATH 100*☆	MUS 118	PE 170🐾	SOC 101	
GRPH 110	MATH 121*☆	MUS 119*	PE 172🐾	SOC 110	
GRPH 111*	MATH 123*☆	MUS 120	PEIA 195	SOC 120	
GRPH 112*	MATH 131*☆	MUS 121	PHIL 101	SOC 122	
GRPH 113*	MATH 135*☆	MUS 123	PHIL 102	SOC 155	
GRPH 114*	MATH 141*☆	MUS 124*	PHIL 105	SOC 160	
GRPH 115	MATH 181*☆	MUS 125	PHIL 112	<del>SP 128</del>	
HED 100 (no DL Section)	MATH 182*☆	MUS 126	PHIL 114*	SPAN 101	
HIST 101	MATH 183*☆	MUS 128	PHIL 121	SPAN 102*	
HIST 102	MATH 184*☆	MUS 129	PHIL 122*	SPAN 103*	
HIST 103	MMAC 101*	MUS 132*	PHSC 111*	SPAN 104*	
HIST 104	MMAC 102*	MUS 137*	PHSC 112*	SPAN 105*	
HIST 105	MMAC 112	MUS 140*	PHTO 110	SPAN 110*	
HIST 107	MMAC 114	MUS 143	PHTO 120*	SPAN 111*	
HIST 108	MMAC 115	MUS 144*	PHTO 130*	SPAN 112*	
HIST 118	MMAC 116*	MUS 145*	PHTO 140*	SPCH 101	
HIST 119	MMAC 117	MUS 146*	PHTO 150*	SPCH 106	
HIST 120	MMAC 118*	<del>MUS 150</del>	PHTO 170	SPCH 108	
HUM 101	MMAC 125	MUS 151*	PHTO 199	SPCH 110	
HUM 102	MMAC 126	MUS 179	PHTO 380*	STEM 100	
HUM 103	MMAC 127	PD 100	PHTO 381*	WFT 101	
HUM 104	MMAC 128	PD 101	PHTO 382*	WFT 102	
HUM 105	MMAC 199	PD 110	PHTO 383*	WFT 103	
	MMAC 380*	PD 115	PHTO 384*	WFT 104	
	MMAC 381*	<del>PD 120</del>	PHTO 385*	WFT 105	
	MMAC 382*	PE 100	PHYS 100	WFT 301	

**Title:** MATHEMATICS WITH COMPUTER SCIENCE EMPHASIS

**Award Type:** Associate in Arts

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The associate in arts degree in math is offered for those students desiring a major in mathematics and recognition of their general education accomplishments.

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**The graduate of the Associate in Arts in MATHEMATICS WITH COMPUTER SCIENCE EMPHASIS will:**

- Utilize a variety of problem-solving techniques and strategies to identify, analyze, and solve problems;
- Represent mathematical information symbolically, graphically, numerically, and in writing;
- Interpret and draw inferences from mathematical models such as formulas, graphs, and tables;
- Create and analyze mathematical models of real world and/or theoretical situations, including the implications and limitations of those models;
- Check mathematical results for reasonableness.
- Use appropriate technologies to analyze and solve mathematical problems.

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**Program Requirements**

**A major of 24 units is required for the associate in arts degree.**

**Required core courses (24 units):**

		<b>Units: 24</b>
CS111	Fundamentals of Programming 1	4
CS161	Discrete Structures	3
MATH181	Calculus 1	4
MATH182	Calculus 2	4
MATH183	Multivariable Calculus	4
MATH184	Linear Algebra/Differential Equations	5

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**Total Program Units**

**24**



**Title:** Agricultural Science

**Award Type:** Certificate of Achievement

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Allan Hancock College's Agricultural Science Program is designed for students preparing for or advancing in careers in agricultural sciences. The agricultural science program will prepare students for a wide variety of entry-level positions related to agribusiness and agricultural science with an emphasis on local career opportunities such as pest management and control, agronomist, agricultural mechanics, environmental horticulture, soil science, orchard/vineyard management, produce sales and marketing, agriculture equipment technician, farm management, greenhouse and nursery operations, agricultural inspection, fertilizer specialist, crop advisor, weed science, irrigation consulting, and botanist. Students will gain practical skills in effective communication, problem solving, critical thinking, collaboration, and leadership through hands-on learning and field trips to local agricultural institutions.

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**The graduate of the Certificate of Achievement in Agricultural Science will:**

- apply current agricultural industry standards, laws and regulations in the agricultural sciences or related fields.
- demonstrate knowledge of soils, fertilizers, plant nutrition, and current industry growing techniques and apply this understanding to successfully produce agricultural crops.
- Identify common insect and disease pests and use knowledge of pest life cycles to recommend pest prevention and management plans.
- employ effective business skills using industry analysis, market trends, business plans and other standard agribusiness techniques, when presented with a farm or ranch management situation.
- assess and differentiate effects of agricultural activities in plant systems while describing alternative practices in order to make sound agricultural decisions that ensure the quality and success of a crop.
- Demonstrate an understanding of crop plant biological functions and their application to successful commodity production.
- demonstrate basic worker safety practices.

**Program Requirements**

**A minimum of 23 units in the major is required for the associate in science degree and certificate.**

**Required core courses 14 units:**

		<b>Units: 14</b>
AG125	Soils and Plant Nutrition	4
AG130	Integrated Pest Management	4
AG150	Introduction to Agribusiness	3
AG161	Introduction to Plant Science	3

**Plus a minimum of 9 units selected from the following:**

		<b>Units: 9</b>
AG149	Cooperative Work Experience: Occupation	1 - 3
AG152	Introduction to Animal Science	3
AG153	Introduction to Sustainable Agriculture	3
AG154	Introduction to Fruit Science	3
AG155	Introduction to Mechanized Agriculture	3
AG156	Intro to Environmental Horticulture	3
AG160	Plant Propagation and Production	3
AG315	Fertilizers & Plant Nutrition	4

**Total Program Units**

**Title:** Agricultural Science  
**Award Type:** Associate in Science

Allan Hancock College's Agricultural Science Program is designed for students preparing for or advancing in careers in agricultural sciences. The agricultural science program will prepare students for a wide variety of entry-level positions related to agribusiness and agricultural science with an emphasis on local career opportunities such as pest management and control, agronomist, agricultural mechanics, environmental horticulture, soil science, orchard/vineyard management, produce sales and marketing, agriculture equipment technician, farm management, greenhouse and nursery operations, agricultural inspection, fertilizer specialist, crop advisor, weed science, irrigation consulting, and botanist. Students will gain practical skills in effective communication, problem solving, critical thinking, collaboration, and leadership through hands-on learning and field trips to local agricultural institutions.

This program will adequately prepare students to transfer for further study in many agricultural science fields including: Crop Protection, Crop Science, Agricultural Education, Agricultural Science, Soil Science, Fruit Science, Vegetable Science or Sustainable Agriculture.

**The graduate of the Associate in Science in Agricultural Science will:**

- apply current agricultural industry standards, laws and regulations in the agricultural sciences or related fields.
- demonstrate knowledge of soils, fertilizers, plant nutrition, and current industry growing techniques and apply this understanding to successfully produce agricultural crops.
- Identify common insect and disease pests and use knowledge of pest life cycles to recommend pest prevention and management plans.
- employ effective business skills using industry analysis, market trends, business plans and other standard agribusiness techniques, when presented with a farm or ranch management situation.
- assess and differentiate effects of agricultural activities in plant and cropping systems, while describing alternative practices in order to make sound agricultural decisions that ensure the quality and success of a crop.
- Demonstrate an understanding of crop plant biological functions and their application to successful commodity production.
- demonstrate basic worker safety practices.

**Program Requirements**

**A minimum of 23 units in the major is required for the associate in science degree and certificate.**

**Required core courses 14 units:Units: 14**

AG125	Soils and Plant Nutrition	4
AG130	Integrated Pest Management for Grapes	4
AG150	Introduction to Agribusiness	3
AG161	Introduction to Plant Science	3

**Plus a minimum of 9 units selected from the following:Units: 9**

AG149	Cooperative Work Experience: Occupation	1 - 3
AG152	Introduction to Animal Science	3
AG153	Introduction to Sustainable Agriculture	3
AG154	Introduction to Fruit Science	3
AG155	Introduction to Mechanized Agriculture	3
AG156	Intro to Environmental Horticulture	3
AG160	Plant Propagation and Production	3
AG315	Fertilizers & Plant Nutrition	4

**Total Program Units**

(a) The governing board of a school district may determine which pupils would benefit from advanced scholastic or vocational work. The intent of this section is to provide educational enrichment opportunities for a limited number of eligible pupils, rather than to reduce current course requirements of elementary and secondary schools, and also to help ensure a smoother transition from high school to college for pupils by providing them with greater exposure to the collegiate atmosphere. The governing board of a school district may authorize those pupils, upon recommendation of the principal of the pupil's school of attendance, and with parental consent, to attend a community college during any session or term as special part-time or full-time students and to undertake one or more courses of instruction offered at the community college level.

(b) If the governing board of a school district denies a request for a special part-time or full-time enrollment at a community college for any session or term for a pupil who is identified as highly gifted, the governing board shall issue its written recommendation and the reasons for the denial within 60 days. The written recommendation and denial shall be issued at the next regularly scheduled board meeting that falls at least 30 days after the request has been submitted.

(c) A pupil shall receive credit for community college courses that he or she completes at the level determined appropriate by the governing boards of the school district and community college district.

(d)(1) The principal of a school may recommend a pupil for community college summer session only if that pupil meets all of the following criteria:

(A) Demonstrates adequate preparation in the discipline to be studied.

(B) Exhausts all opportunities to enroll in an equivalent course, if any, at his or her school of attendance.

(2) For any particular grade level, a principal shall not recommend for community college summer session attendance more than 5 percent of the total number of pupils who completed that grade immediately before the time of recommendation.

(3) A high school pupil recommended by his or her principal for enrollment in a course shall not be included in the 5-percent limitation of pupils allowed to be recommended pursuant to paragraph (2) if the course in which the pupil is enrolled is part of a College and Career Access Pathways (CCAP) program established pursuant to Section 76004 in which a majority of the pupils served are unduplicated pupils, as defined in Section 42238.02, **the course meets one of the criteria listed in subparagraphs (A) to (C), inclusive**, and the high school principal who recommends the pupil for enrollment provides the Chancellor of the California Community Colleges, upon the request of that office, with the data required for purposes of paragraph (4).

(A) The course is a **lower division, college-level course for credit** that is designated as part of the Intersegmental General Education Transfer Curriculum or applies toward the general education breadth requirements of the California State University.

(B) The course is a **college-level, occupational course for credit** assigned a priority code of "A," "B," or "C," pursuant to the Student Accountability Model, as defined by the Chancellor of the California Community Colleges and reported in the management information system, and the course is part of a sequence of vocational or career technical education courses leading to a degree or certificate in the subject area covered by the sequence.

(C) The **course is necessary to assist** a pupil who has not passed the California High School Exit Examination (CAHSEE), does not offer college credit in English language arts or mathematics, and the pupil meets both of the following requirements:

(i) The pupil is in his or her senior year of high school.

(ii) The pupil has completed all other graduation requirements before the end of his or her senior year, or will complete all remaining graduation requirements during a community college summer session, which he or she is recommended to enroll in, following his or her senior year of high school.

- (4) On or before March 1 of each year, the Chancellor of the California Community Colleges shall report to the Department of Finance the number of pupils recommended pursuant to paragraph (3) who enroll in community college summer session courses and who receive a passing grade. The information in this report may be submitted with the report required by [subdivision \(c\) of Section 76002](#) .
- (5) The Board of Governors of the California Community Colleges shall not include enrollment growth attributable to paragraph (3) as part of its annual budget request for the California Community Colleges.
- (6) Notwithstanding Article 3 (commencing with [Section 33050](#) ) of Chapter 1 of Part 20 of Division 2, compliance with this subdivision shall not be waived.
- (e) Paragraphs (3), (4), and (5) of subdivision (d) shall become inoperative on January 1, 2020.

**BP 4220 TEXTBOOK SELECTION**

The selection and discontinuance of textbooks are the responsibility of the instructor, with the approval of the department chair and the academic dean. **Adopted: 12/17/96**

**Revised: 3/11/04**

**Revised:**

*(Replaces Board Policy 7100)*

**AP 4220 TEXTBOOK SELECTION**

An adopted textbook should be used for at least a three-year period. Instructors may petition the department chair and the academic dean to change a text before the three-year period expires if valid reasons exist, and there is no stock on hand of the current text or the stock on hand can be returned to the publisher. Approval by the department chair and the academic dean is required for a change of an adopted textbook.

Textbooks and supplies are ordered on a form provided by the bookstore. Text orders and changes should be submitted according to the following schedule:

For spring semester - by November 1

For summer school - by April 15

For fall semester - by May 1

**Approved: 12/17/96**

**Revised: 3/11/04**

**Revised:**

*(Replaces Administrative Procedure 7100.01)*