

Academic Policy & Planning Committee Agenda
Thursday Mar 3, 2022 at 2:00 PM
ZOOM ID: 988 4121 2092 Passcode: 4y745g

VOTING MEMBERS (15)

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

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

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 – vacant
Part-Time Faculty Union – Jim Houllis
Curriculum Specialist – Rebecca Andres

STANDING INVITEES

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

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

Guests

Schedule – Ricardo Lopez

- I. Approval of Minutes:** Feb 17, 2022
- II. Approval of the Agenda**
- III. Chair Comments:**
 - Next AP&P Meeting: 03-17-2022.
 - Last AP&P Meeting: 05-12-2022.
 - Next TRC Meeting: 03-10-2022
 - Review of Summary Report: Mar 3, 2022. Senate: 3/15/2022. BOT: 4/19/2022.
- IV. Agenda Item:** Meeting Modality. Face-to-face or Remote Platform (ZOOM).
- V. Information Item:** Request to Withdraw Proposal, FT 340 (Advanced Firefighter Continuing Education).
- VI. Agenda Item:** Concurrent Course and Program Proposal Submission

Background:

The AP&P committee found that course proposals involving changes in course prefix, course number, units, and course titles were not reflected in the respective program outlines. As a result, these discrepancies cause issues with student program completion and delay attainment of academic and career goals.

Proposal:

The AP&P committee proposes that course modifications involving the prefix, number, title, and/or units must be submitted with corresponding program modifications for all programs in which the course is required (core, elective, or selective). This may necessitate faculty in other disciplines to submit program modifications if the course is not in the same discipline.

VII. Agenda Item: First Reading

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
AAT Music was approved by the committee on Nov 4, 2021. AA Music "Active" indicates that MUS 130, MUS 132, and MUS 133 have 2 units in the program outline.			
Major Modification	MUS 130	Mixed Ensemble Justification: Reduced unit value from 2 units to 1 unit and ERT to DE Synchronous Only conversion. Program: AA Music and NEW Credit: AAT Music.	1.000
	MUS 132	Masterworks Chorale Justification: Reduced unit value from 2 units to 1 unit and ERT to DE Synchronous Only conversion. Program: AA Music and NEW Credit: AAT Music.	1.000
	MUS 133	Chamber Voices Justification: Reduced unit value from 2.0 to 1.0 and ERT to DE Synchronous Only conversion. Program: AA Music and NEW Credit: AAT Music.	1.000
	MUS 137	Concert Chorale Justification: Unit reduction from 2.0 units to 1 unit , DE Synchronous Only conversion and Course Attributes screen completed. Program: AA Music and NEW Credit: AAT Music.	1.000

VIII. Agenda Item: First Readings

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Course Review	FCS 120	Principles of Foods 1 Justification: Course modification per Program Review, to align with cross-listed course CA 120 - approved by AP&P 10/29/2020. Adding DE option for lecture portion. Modifying requisites. Adding new AS Degree Program. Keeping the course in College Now. Updating text to new edition. Modifying to mirror CA 120 . NEW: Prerequisites: CA 124 NEW: Prerequisite: Food Safety Manager Certification (current or expired) or California Food Handler Card (current) NEW: Corequisites: CA 124	4.000
	GEOG 102	Human Geography Justification: Course Review. Changes made: completed fields in the Attributes screen, updated texts and updated the fields in the Distance Education screen. Advisory: ENGL 514	3.000
	GEOG 103	World Regional Geography Justification: Course Review. Changes made: updated the fields in the Attributes screen, updated the texts and updated the fields in the Distance Education screen. Advisories: ENGL 513	3.000

	GEOG 110	Introduction to Weather and Climate Justification: Course Review. Changes made: updated the fields in the Attributes screen, updated texts, and update the fields in the Distance Education screen. Advisories: MATH 311 and GEOG 101	3.000
	GEOG 115	Physical Geography Lab Justification: Course Review. Changes made: completed the fields in the Attributes screen and updated texts. Prerequisite: GEOG 101 Advisory: MATH 311	1.000
	GEOG 155	Intro to GIS with Lab Justification: Course Review. Updated DE screen.	2.000
	GEOG 189	Independent Projects Justification: Update per course review.	1.000-3.000
	NURS 416	Certified Home Health Aide Justification: Course Review, Update to lab content.	2.000
	NURS 420	Restorative Aide Justification: ERT conversion to DE synchronous only modality.	1.500
Course Review	VEN 325	Vineyard Equipment Practices Justification: Course review. Changed units to 1.00 . Course Impact: None Program Impact: Viticulture Level 2 Certificate of Achievement and AS Viticulture	1.000
New Credit Program	LPS	Viticulture Level 2 Certificate of Achievement Reduced VEN 325 from 2 units to 1 unit.	34
Major Modification	PHYS 161	Engineering Physics 1 Justification: Updating units to reflect the appropriate level of workload required for the course. Previously the units assigned were 3 lecture hours plus four lab hours. In practice, the 4th lab hour was to be used as a discussion hour. Unfortunately, this implies only 5 hours of work were allowed for outside of class. Furthermore, using the 4th lab hour as a as a discussion hour (instead of a lecture hour) mis-represents the actual usage of the extra hour. I can provide a detailed breakdown of every minute I spend on topics over the course of the semester (I have the XL file typed up already). The net result is an undue burden on students for the number of units requested. When you compare this to my Phys 162 & Phys 163 courses, you will see the extra hour is needed as lecture to cover the material properly. Students have repeatedly made unsolicited comments about the workload outside of class being incompatible with the number of units assigned. About 2/3 of students surveyed have requested we reinstate our lost unit. The other third is mainly ambivalent about the change. Most of our students prefer the extra unit being there since it	5.000

		allows them to reach full time status with one less course while taking this course. IN SUMMARY: We need to convert that supplemental lab hour (discussion hour) back to a lecture hour and up the number of units by 1. The extra unit used to be lecture, we tried to make it work as a discussion/lab hour, the experiment failed. Note: You will be told this negatively impacts funding for the college in relation to Chemistry degrees. Please keep in mind the Organic Chemistry course can reduce by 1 unit to offset our increase by 1 unit without affecting college funding if this is an issue. There is no valid reason for continuing to decrease the probability of physics student success by keeping these units suppressed at a lower than realistic level.	
New Noncredit Course	OLDR 7035	Jewelry Making & Repair Justification: This was renamed from VOCE 7035A to OLDR 7035. Eliminated the A/B versions of the class and instead allow a broader range of contact hours to ease scheduling. The Labor Market Data no longer justifies offering this as a short-term vocational course, yet it is extremely popular, and we will continue offering it as an enrichment course.	

IX. 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.

X. Agenda Item: Second Readings.

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Major Modification	MUS 130	Mixed Ensemble	1.000
	MUS 132	Masterworks Chorale	1.000
	MUS 133	Chamber Voices	1.000
	MUS 137	Concert Chorale	1.000
Course Review	FCS 120	Principles of Foods 1	4.000
	GEOG 102	Human Geography	3.000
	GEOG 103	World Regional Geography	3.000
	GEOG 110	Introduction to Weather and Climate	3.000
	GEOG 115	Physical Geography Lab	1.000
	GEOG 155	Intro to GIS with Lab	2.000
	GEOG 189	Independent Projects	1.000-3.000
	NURS 416	Certified Home Health Aide	2.000
	NURS 420	Restorative Aide	1.500
Course Review	VEN 325	Vineyard Equipment Practices	1.000
New Credit Program	LPS	Viticulture Level 2	34

Major Modification	PHYS 161	Engineering Physics 1	5.000
New Noncredit Course	OLDR 7035	Jewelry Making & Repair	

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

DE Type	Prefix & Number	Course Title
DE Sync only	MUS 130	Mixed Ensemble
DE Sync only	MUS 132	Masterworks Chorale
DE Sync only	MUS 133	Chamber Voices
DE Sync only	AG 150	Intro to Agribusiness
DE Sync only	AG 152	Intro to Animal Science
DE Sync only	AG 153	Introduction to Sustainable Ag
DE Sync only	AG 157	Ag Sales, Communication & Lead
DE Sync only	AG 158	Agricultural Economics
DE	FCS 120	Principles of Foods 1
DE Synch only	NURS 420	Restorative Aide

XII. Agenda Item: New or Modified Requisites

Prefix & Number	Course Title	Requisites
AG 152	Intro to Animal Science	Advisory: BIOL 100
FCS 120	Principles of Foods 1	Prerequisites: CA 124 Prerequisite: Food Safety Manager Certification (current or expired) or California Food Handler Card (current) Corequisites: CA 124

XIII. Agenda Item: Noncredit (Community Education) Approval Process

XIV. 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

XV. Call for Future Agenda Items.

XVI. Call to Adjourn