

Academic Policy & Planning Committee Meeting Agenda

Thursday, Oct 2, 2025, 2:00 PM

Location: Bldg A. Captain's Room.

VOTING MEMBERS (15)

Applied Behavioral Sciences – Christine Bisson
 Business – Brent Darwin
 Counseling – Ricardo Navarette
 English – Susie Kopecky
 Fine Arts – Shane Anderson
 Kinesiology, Rec & Athletics – Patricia Koivisto
 Health Sciences – Leanne Wolfram
 Industrial Technology – Loren Bradbury

Academic/Student Affairs – Kerry Runkle
 Languages & Communication – Melinda Nishimori
 Life and Physical Sciences – Brian Youngblood
 Mathematics Sciences – Chris Eachus
 Public Safety – Kurt Kruse
 Social & Behavioral Sciences – Lexy Conrad
 Student Representative – Faith Davis

NON-VOTING MEMBERS

Chair – Larry Manalo Jr.
 Vice chair/TRC/ Articulation – David DeGroot
 VP, Academic Affairs – Robert Curry
 Admissions & Records – Josie Cabanas and Luis Martinez
 Noncredit Education – Melinda Nishimori
 Curriculum Analyst – Vickey Smith
 Curriculum Technician – Jay Taylor-Burns
 Library – Susie Kopecky/ Trevor Passage

STANDING INVITEES

Dean, Academic Affairs – Thomas Lamica
 Dean, Academic Affairs – Sean Abel
 Dean, Academic Affairs – Mary Patrick
 Dean, Matriculation/Counseling – Yvonne Teniente
 Dean, Academic Affairs – Andria Perdue-Keiser
 Dean, Academic Affairs – Deborah Pirman

Dean, Academic Affairs – Monica Millard
 Associate Dean/Athletic Director – Kim Ensing
 Associate Dean/PCPA Director – Mark Booher
 Senate President – Alberto Restrepo
 Schedule – Ricardo Lopez
 Distance Education – Fred Patrick
 Part-Time Faculty Union – Joan Bergstrom Smith

GUESTS

I. Approval of Minutes: Sep 18, 2025.

II. Approval of the Agenda. Include typographical corrections and sequence changes to accommodate guest presenters.

III. Chair Comments

- Summary Report: Oct 16, 2025. Senate: Oct 21, 2025. BOT: Nov 18, 2025.
- Standardized Attendance Accounting Method: Hours and Units.
- Course and Program Impact Reports.
- MCGS Proposal.

IV. Agenda Item: Consent

Drop Noncredit Course

Prefix & Number	Course Title	Hours	Start
VOCE 7113	Intro to Microsoft Publisher Justification: Microsoft will no longer support the Publisher application as of October 2026.	?	Summer – Fall 2026
VOCE 7801	Truck Driving: Behind the Wheel Justification: This course was designed to meet the expressed training needs of several commercial trucking companies located in Northern Santa Barbara County.	?	Summer – Fall 2026

Common Course Numbering

Phase I Completed

Prefix & Number	Course Title	Status
ENGL C1000	Academic Reading and Writing	Active
POLS C1000	American Government and Politics	Active
ENGL C1001	Critical Thinking and Writing	Active
PSYC C1000	Introduction to Psychology	Active

COMM C1000	Introduction to Public Speaking	Active
STAT C1000	Introduction to Statistics	Active

Phase IIA

Prefix & Number	Course Title	Approved
ARTH C1100	Survey of Art from Prehistory to the Medieval Era Old: ART 103	Spring 2025
ARTH C1200	Survey of Art from Renaissance to Contemporary Old: ART 104	Spring 2025
ECON 2001	Principles of Microeconomics Old: ECON 102	Spring 2025
ECON 2002	Principles of Macroeconomics Old: ECON 101	Spring 2025
ENGL C1002	Introduction to Literature Old: ENGL 102	Spring 2025
ENGL C1003	Critical Thinking and Writing Through Literature	Not Offered
HIST C1001	United States History to 1877 Old: HIST 107	Spring 2025
HIST C1002	United States History Since 1865 Old: HIST 107	Spring 2025

Phase IIB. There are 15 courses listed in this phase.

Prefix & Number	Course Title	Units	Start
ANTH C1001	Intro to Biological Anthropology Encouraged to concurrently enroll in ANTH C1001L. Old: ANTH 101.	3.0	Sum/Fall 2026
ANTH C1001L	Biological Anthropology Lab Corequisite: ANTH C1001 or completion of ANTH C1001. Old: ANTH 110	1.0	Sum/Fall 2026
ASTR C1001	Astronomy Old: ASTR 100	3.0	Sum/Fall 2026
CDEV C1000	Child Growth and Development Old: ECS 100	3.0	Sum/Fall 2026
COMM C1004	Interpersonal Communication Old: COMM 103	3.0	Sum/Fall 2026
MATH C2210	Calculus I: Early Transcendentals Modification: Update text. Validate GE. Old: MATH 181 Units and Hours Calculation.	4.0	Sum/Fall 2026
MATH C2220	Calculus II Modification: Update text. Validate GE. New: DE Old: MATH 182 Units and Hours Calculation	4.0	Sum/Fall 2026

V. Agenda Item: Request for Distance Education and Requisites for Consent Agenda Items.

Distance Education

Prefix & Number	Course Title	DE Modality
MATH C2220	Calculus II	DE Sync and Async

Request for Requisites

Prefix & Number	Course Title	Requisites
ANTH C1001L	Biological Anthropology Lab Old: ANTH 110	Corequisite: ANTH C1001 or completion of ANTH C1001.

VI. Agenda Item: First Reading

New Credit Courses

Prefix & Number	Course Title	Units	Start
HOSP 100	Intro to Hospitality Justification: According to data from California EDD, the hospitality industry has climbed to the number one private sector employer in Santa Barbara and San Luis Obispo counties. https://labormarketinfo.edd.ca.gov/geography/santabarbara-county.html . We currently offer a local AS degree in Culinary Arts & Management, but there are few options available for students who wish to earn a bachelor's degree. The Hospitality Management AS-T has 12 California State Universities that offer a Hospitality Management related bachelor's degree. Note: The catalog description indicates that the course is not open to students who have taken CA 119 Intro to Hospitality Industry. 2 units.	3.0	Sum/Fall 2026
HOSP 140	Introduction to Hotel Management Program Impact: AST Hospitality Management.	3.0	Sum/Fall 2026
HUSV 100	Introduction to Social Work Justification: This course addition is based on Human Services program review findings, advisory committee input, and student interest in transfer and career pathways related to social work, behavioral health, and wellness. Currently, no course in the program meets the needs required for developing an AAT in Social Work or Human Services. Adding this course will support the creation of a new Certified Wellness Coach Certificate and a Social Work transfer degree, meeting both student demand and regional employer needs for culturally responsive, ethically grounded professionals trained to work with diverse populations in community and wellness settings.	3.0	Sum/Fall 2026
INTD 172	Interior Design Studio Justification: The Interior Design (INTD) advisory board recommended courses to better meet needs that include the examination of architectural drawings (standards and conventions), constructions documents, elements and components and the practice of space planning as they relate to interiors. The current	3.0	Sum/Fall 2026

	INTD classes do not include a standalone studio class and focus on theory. Program Impact: AS Interior Design Merchandising (Draft) Family and Consumer Science: Interior Design Merchandising - Associate in Science (Active)		
LE 433	JCO to PO Transfer Academy Justification: The demand for this course was based on discussion with law enforcement agencies that employ juvenile institution officers to become probation officers and their need to fill positions over the next 5-10 years and beyond. NOTE: JCO – Juvenile Corrections Officer. Units and Hours. This is a 71 hour course. Dangling hours.	3.0	Sum/Fall 2026
THEA 196B	Catalog Title: Rep of Come From Away to Beehive Banner: Topics in Theatrical Performance. Justification: This course will allow students to develop the skills necessary in a repertory theatrical production environment - specifically in relation to unique repertory relationships, directors, and texts. This course will give the students the opportunity to explore and develop the skills required in this complex art form. LOE: Completion of program application and procedures for enrollment. Units and hours calculation.	5.0	Summer – Fall 2026
THEA 197A	Catalog Title: Rep of Come From Away to Beehive Banner: Topics in Theater Stagecraft. Justification: as above. LOE: Completion of program application and procedures for enrollment. Units and Hours calculation.	5.0	Summer – Fall 2026
THEA 197B	Catalog Title: Rep of Come From Away to Beehive Banner: Topics in Theater Stagecraft. Justification: as above. LOE: Completion of program application and procedures for enrollment. Units and Hours calculation.	5.0	Summer – Fall 2026

New Noncredit Courses

Prefix & Number	Course Title	Hours	Start
DAX 7149	Work Education Experience Justification: provides work immersion opportunities for dental assisting program graduates.	60	Summer – Fall 2026
OLDR 7004	Acting I Justification: The Fine Arts dean and the department chair discussed the need for more inclusive pathways between noncredit and credit courses. All Drama program faculty support the proposal. Noncredit is unable to offer acting courses. It would serve the need to provide older adults with an opportunity to improve their physical health, reduce stress, and be part of the college community.	6-72	Summer – Fall 2026

OLDR 7124	Stagecraft Justification: As above. Mirrored course?	80-90	Summer – Fall 2026
OLDR 7128	Stage Makeup Justification: As above. Mirrored course?	80-90	Summer – Fall 2026
WKPR 7198	WKPR Applied Skills Justification: This program is being created to provide students with career readiness skills needed for the workforce. Corequisite: WKPR 7199 Grading: Satisfactory Progress	40	Summer – Fall 2026
WKPR 7199	WKPR Special Topics Justification: This program is being created to provide students with career readiness skills needed for the workforce. Corequisite: WKPR 7198 Grading: Satisfactory Progress.	40	Summer – Fall 2026

Modify Credit Courses

Course Impact: Any course modification that includes changes in requisites requires a corresponding course modification of the impacted course.

All course modifications must be reflected in the corresponding cross-listed (multiple prefixes) and/or mirrored courses.

Program Impact: Any course modification that includes changes in course number, course prefix, course title, and course units requires corresponding program modification proposal of the impacted program/s.

Prefix & Number	Course Title	Units	Start
COMM 106	Critical Thinking through Argumentation Modification: Align with Cal-GETC.	3.0	Summer – Fall 2026
COMM 108	Oral Interpretation Modification: C-ID changes.	3.0	Summer – Fall 2026
EDUC 130 Modify Credit Course	Intro to Elementary Classroom Teaching Justification: Changes CID EDUC 200, AAT-ADT offerings to align with CSU and university bachelor and credentialing programs. Modifications: Remove cross listing with ECS 130. Add program outcomes consistent with transfer model curriculum (CID EDUC 200). Revise course details, covered topics, and assessment/assignments. OER Textbook was added. Update advisory to CCN ENGL C1001 and catalog description. Program Impact: Add/Modify Credit Program Map: AAT Elementary Teacher Education *Active* Add/Modify Credit Program Map: AS Early Childhood Studies: Elementary Education in Diversity Studies *Active* Add/Modify Credit Program Map: C of Ach Early Childhood Studies: Elementary Education *Active*	3.0	Summer – Fall 2026

	Add/Modify Credit Program Map: C of Ach Early Childhood Studies: Elementary Education in Diversity Studies *Active* Course Block Library: Cal-GETC Elective *Active* Deactivate Credit Program: AS *In Review* Early Childhood Studies: Elementary Education Deactivate Credit Program: C of Ach *In Review* Early Childhood Studies: Elementary Education Old: Exploring Teaching.		
HOSP 110	Sanitation and Safety Justification: Culinary Arts refers to cooking and baking, which is a subsector of the hospitality industry. Sanitation and Safety likewise is a subsector of the hospitality industry. Program: Hospitality Management C-ID Hospitality Management courses. Cross-list: CA 124.	3.0	Summer – Fall 2026
HOSP 120	Hospitality Cost Control Cross-list: CA 126. Program Impact: TMC AS-T Hospitality Management 2026.pdf	3.0	Summer – Fall 2026
HOSP 130	Intro to Food & Beverage Management Program Impact: TMC AS-T Hospitality Management 2026.pdf	3.0	Summer – Fall 2026
KIN 129	First Aid-CPR: Educator/Coach Modification: Prefix change to KIN. Old: PE 129. Program Impact: AS Sports Medicine. Course Block Library: Core Elective for AA Kinesiology.	1.0	Summer – Fall 2026
PHYS 141	General Physics 1 Modification: Restore missing SLOs. Update content.	4.0	Summer – Fall 2026
SPAN 101	Elementary Spanish I Modification: Update OER text and SLO.	5.0	Summer – Fall 2026
SPAN 102	Elementary Spanish II Modification: Update OER text. Update SLO.	5.0	Summer – Fall 2026
SPAN 103	Intermediate Spanish I Modifications: Update OER text and SLOs.	5.0	Summer – Fall 2026
SPAN 104	Intermediate Spanish II Modifications: Update OER text and SLOs. Change semester offering from spring to fall.	5.0	Summer – Fall 2026
SPAN 105	Adv Composition and Grammar Modification: Update SLOs.	5.0	Summer – Fall 2026
SPAN 111	Intermediate Spanish Conversation Modification: Update OER text and SLOs. Change semester offering from fall to spring.	2.0	Summer – Fall 2026
SPAN 112	Advanced Spanish Conversation Modification: Update SLOs.	3.0	Summer – Fall 2026

Modify Noncredit Courses

Prefix & Number	Course Title	Hours	Start
BASK 7003	Reading, Writing, and Math Modification: Emphasis on below 6th grade level content. Update content.	32-72	Summer – Fall 2026

BASK 7005	Preparing for the GED Test Modification: Change course title. Update evaluation and grading. Old: HS Equivalency Exam Preparation Request: DE Sync	90-216	Summer – Fall 2026
BASK 7005B	GED Lab	48-108	Summer – Fall 2026
BASK 7006	GED Math Reasoning Modification: Update course title and evaluation. Request: DE Sync	90-216	Summer – Fall 2026
BASK 7007 Course Review	GED Language Arts Modification: Title change. DE request. Old: Language Arts HS Equivalency Exam Prep Request: DE Sync	16-36	Summer – Fall 2026
BASK 7012	Basic Reading and Writing Modification: Update hours, SLOs, course content, and objectives. Emphasize 6th-8th grade level content.	16-36	Summer – Fall 2026
BASK 7013	GED Computer/Calculator Skills Modification: Change course title. Old: Computer Skills HS Equivalency Test Preparation.	16-36	Summer – Fall 2026
BASK 7017	Geometry for GED/ HiSET Test Modifications: Change course title, update content, DE modality, and SP grading. New SLO. Old: Geometry: High School Diploma Equivalency Exam Preparation Request: DE Sync	16-34	Summer – Fall 2026
CCNC 7100 Course Review	Computers and You: Level 1	28-36	Summer – Fall 2026
CCNC 7101 Course Review	Computers and You: Level 2	28-36	Summer – Fall 2026
CCNC 7103 Course Review	Introduction to the Internet	14-18	Summer – Fall 2026
CCNC 7105 Course Review	Intro to Microsoft Word	28-36	Summer – Fall 2026
CCNC 7107 Course Review	Intro to Microsoft Excel	28-36	Summer – Fall 2026
CCNC 7108 Course Review	Computer Skills Lab	24-48	Summer – Fall 2026
CCNC 7109 Course Review	Microsoft Windows	14-18	Summer – Fall 2026
CCNC 7110 Course Review	Social Media	14-18	Summer – Fall 2026
CCNC 7111 Course Review	Outlook	14-18	Summer – Fall 2026
CCNC 7112 Course Review	Intro to Microsoft PowerPoint	14-18	Summer – Fall 2026
CITZ 7000 Course Review	Preparation for Citizenship	27-60	Summer – Fall 2026
CITZ 7001 Course Review	U.S. Citizenship Interview Preparation	15-36	Summer – Fall 2026

ECSN 7300 Course Review	Family Childcare Business NC Modification: Update course description regarding ELDV 7300 support course.	9-15	Summer – Fall 2026
ECSN 7301 Course Review	Child Health and Safety NC Modification: Update course description regarding ELDV 7302 support course.	18-30	Summer – Fall 2026
ECSN 7302 Course Review	Development Needs of Child NC Modification: Update course description regarding ELDV 7302 support course.	15-25	Summer – Fall 2026
ECSN 7303 Course Review	Infant and Toddler Care NC Modification: Update course description regarding ELDV 7303 support course.	12-20	Summer – Fall 2026
ECSN 7304 Course Review	Ethics & Business Contracts NC Modification: Update course description regarding ELDV 7304 support course.	15-25	Summer – Fall 2026
TRCK 7800	Truck Driving Theory Justification: Effectively align the AHC curriculum with the Federal Motor Carrier Safety Administration's new regulations for Commercial Truck Driving programs. The TRCK prefix increases visibility of the courses and program and to ensure alignment with TOP and SOC codes. Modification: Update evaluation and objectives.	12-16	Summer – Fall 2026
TRCK 7801	Yard Skills Justification: The California Department of Transportation (SB 158) requires a minimum of 15 hours of yard skills for a class A commercial driver's license. TRCK 7801 (formerly VOCE 7801B) Behind-the-Wheel intentionally focuses on yard skills prior to students practicing on public roads.	16-30	Summer – Fall 2026
TRCK 7802	Public Road Truck Driving Justification: The California Department of Transportation (SB 158) requires a minimum of 15 hours of Public Roads (Behind the Wheel) for a class A commercial driver's license. Federal Motor Carrier Safety Administration (FMCSA) is implementing legislation effective February 2022. This will make Entry-Level Driver Training (ELDT) a requirement for anyone obtaining a commercial driver's license (CDL) for the first time. We must reflect their curriculum requirements in our course and program outlines to maintain a viable program and qualify for the Training Provider Registry (TPR). Modifications: Update entrance skills, objectives, and evaluation.	20-30	Summer – Fall 2026
TRCK 7803	Commercial Vehicle Simulator Lab Justification: The course provides another level of safe training prior to driving a commercial vehicle on a public road.	1-40	Summer – Fall 2026
TRCK 7805	DMV Refresher Justification: The course provides a refresher in preparation for the DMV test and enhance knowledge and chances of passing the DMV exam, which requires theory, yard skills, and driving behind the wheel. Modification. Update content.	8-16	Summer – Fall 2026

VOCE 7502 Course Review	Intro to Tax Preparation Modification: Update objectives.	8	Summer – Fall 2026
VOCE 7503 Course Review	Intro to Tax Prep Software Modification: Update objectives. Change from lab to lecture.	19	Summer – Fall 2026
VOCE 7504 Course Review	Income Tax Prep Internship Modification: Update objectives.	40-60	Summer – Fall 2026

Modify Credit Programs

Department	Course Title	Units	Start
Life & Physical Sciences	Agriculture Certificate of Achievement Modifications: Add: AG 166, AG 190, AG 191, and AG 192. Remove: AG 162, AG 163, and AG 164.	24	Summer – Fall 2026
Life & Physical Sciences	Agriculture Associate in Science	24	Summer – Fall 2026
Life & Physical Sciences	Agricultural Pest Control Adviser Preparation (1 of 2): Crop Protection Certificate of Achievement Modification: Add AG 166 to replace AG 162, AG 163, and AG 164.	21	Summer – Fall 2026
Life & Physical Sciences	Agricultural Pest Control Adviser Preparation (2 of 2): Production Systems Certificate of Achievement Modification: Increase units from 19 to 21. Remove AG 125 (4 units). Add AG 126 (4 units) and AG 149 (2 Units) in core units. Add AG 191 (2 units) and AG 192 (2 units) in selected units.	21	Summer – Fall 2026
Life & Physical Sciences	Biology Associate in Arts Modification: Update program LO, narratives, and institutional requirements.	23	Summer – Fall 2026
Language & Communication	Spanish Associate in Arts Modification: Add courses to the selected units . ENGL 148 (ES 148), ENGL C1001, ES 101 (SOC 120), ES 120 (HIST 120), ES 135 (ENGL 135), ES 139 (ENGL 139), ES 152 (ENGL 152), and ES 153 (ENGL 153).	18	Summer – Fall 2026

Modify Noncredit Programs

Department	Course Title	Units	Start
Education NC	Alterations Specialist Certificate of Competency Modification: Change from “completion to competency.”	144-162	Summer – Fall 2026
	Apparel Construction 1 Certificate of Competency Modification: Change from “completion to competency.”	192-216	Summer – Fall 2026
	Apparel Construction 2 Certificate of Competency	144-162	Summer – Fall 2026

	Modification: Change from “completion to competency.”		
	Formal Wear Specialist Certificate of Competency Modification: Change from “completion to competency.”	96-108	Summer – Fall 2026

Deactivate Credit Programs

Department	Program Title	Units	Start
Social and Behavioral Sciences	Human Services: Addiction Studies Certificate of Accomplishment Justification: Replaced by new degree and certificate, Substance Abuse and Treatment Studies . The new programs adequately meet current industry standards within the addiction studies and human services fields.	18	Summer – Fall 2026
	Human Services: Addiction Studies Foundation Certificate of Accomplishment	12	Summer – Fall 2026
	Human Services: Addiction Studies Advanced Certificate of Accomplishment	15	Summer – Fall 2026
	Human Services: Addiction Studies Certificate of Achievement	63	Summer – Fall 2026
	Human Services: Advanced Helping Skills 1 Certificate of Accomplishment	9	Summer – Fall 2026
	Human Services: Advanced Helping Skills 2 Certificate of Accomplishment	9	Summer – Fall 2026

Deactivate Noncredit Programs

Department	Program Title	Hours	Start
Education NC	Beginning Computer Skills Certificate of Completion Justification: Replaced by a new and improved certificate that uses satisfactory grading in core courses.	124-148	Summer – Fall 2026
Education NC	Microsoft Office Basics Certificate of Completion Justification: Replaced by two certificates (Beginning Computer Skills, and Microsoft Office Basics). Each certificate has specific focus and shorter completion time.	124-148	Summer – Fall 2026

VII. 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 comments not pertaining to specific agenda items are 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.

VIII. Information Item: Common Course Numbering

Phase IIB

Phase III

IX. Information Item: Technical Review Committee Assignments.

Updated: Fall 2025.

David DeGroot	Brent Darwin	Derek Mitchem	David DeGroot	Melinda Nishimori Andria Perdue-Keiser
Counseling LDER, LS, PD, PROD Social-Behave Sc ANTH, ECON, ES, GEOG, GBST, HIST, HUM, HUSV, LGBT, PHIL, POLS, PSY, SOC Public Safety EMS, FT, LE, WFT, WFTL, WFTO Health Sciences DA, NURS, MA, MB, RT, HIT Kin, Rec, and Athletics ATH, HED, PE, PEIA	Business ACCT, BUS, CBIS, CBOT, ENTR, PLGL, RE Industrial Tech AB, AT, EL, CEL, ENVT, ET, MT, WLDT, ARCH	Fine Arts ART, DANC, DRMA, FILM, GRPH, MMAC, MUS, PHTO, THEA Math Sciences CS, MATH, ENGR, STEM Physical Sciences AG, ASTR, BIOL, CHEM, GEOL, PHSC, PHYS, RVT, VEN	Applied Behave Sci AJ, CA, ECS, EDUC, FCS, FSN APRN Cosmetology CWE	Community Ed Noncredit English ENGL, LBRY, READ Languages & Comm ASL, EDTC, ESL, FRCH, SPCH, SPAN

X. Reports

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

XI. Call for Future Agenda Items

XII. Call to Adjourn