



# Academic Policies & Procedures

<b>AP&amp;P Minutes</b>		<b>Thursday, October 27, 2022</b> 3:00 pm – 5:30 pm via <a href="#">Zoom</a>
<b>Type of Meeting:</b> <i>Regular</i> <b>Note Taker:</b> <i>Debbie Lindsey</i> <b>Please Review/Bring:</b> The past minutes for accuracy.		
<i>Committee Members:</i>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><i>Dr. Scott Lee, Co-chair</i></p> <p><i>Dr. Howard Davis, Co-chair, Vice President of Academic Affairs</i></p> <p><i>Dr. Jessica Eaton, Articulation Officer</i></p> <p><i>Tim Atkerson, AKIN Representative</i></p> <p><i>Travis Lee, CTE Representative</i></p> <p><i>Wendy Stout, CTE Representative</i></p> <p><i>James Dorn, MSE Representative</i></p> <p><i>Richard Biritwum, MSE Representative*</i></p> <p><i>Heidi Williams, LACA Representative</i></p> <p><i>Dr. Ariel Tumbaga, LACA Representative</i></p> <p><i>Gabby Poorman, SBS Representative</i></p> <p><i>David Harrison, SBS Representative</i></p> <p><i>Guests: Carlos Pinho, Darcy Wielwall, Rae Agahari</i></p> </div> <div style="width: 45%;"> <p><i>Cynthia Littlefield, AHUM Representative</i></p> <p><i>Glen Knowles, AHUM Representative</i></p> <p><i>Van Rider, Library Rep, Librarian*</i></p> <p><i>Luis Echeverria, Student Services, Counseling</i></p> <p><i>Tanya McGinnis, Student Services, Counseling*</i></p> <p><i>Larry Veres, Adjunct Representative*</i></p> <p><i>Greg Bormann, Administrative Position*</i></p> <p><i>Kathryn Mitchell, Administrative Position</i></p> <p><i>LaDonna Trimble, Administrative Position</i></p> <p><i>Cindy Hendrix, Outcomes Representative</i></p> <p><i>Ronda Nogales, Outcomes Representative</i></p> <p><i>Oswaldo Gavidia, Student Representative*</i></p> </div> </div>		
<i>*Absent</i>		
Items	Person	Action
I. Opening comments from the Co-chair	<i>Scott Lee/Howard Davis</i>	Meeting was called to order at 3:01pm Permission to record the meeting was granted. The next meeting should not be as long because there was a good response on course revisions. You will continue to receive reminders to check your courses.
II. Minutes 10/13/2022	<i>All</i>	Motion to approve: Minutes for 10/13/2022 Motion Second Motion approved Abstained: Ronda Nogales



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<p>III. Informational Item</p> <ul style="list-style-type: none"> <li>- Meeting schedule: 11/10/22, 1/26/23, 2/9/23, 2/23/23, 3/23/23, 4/13/23, 4/27/23</li> <li>- Online Catalog</li> <li>- Discontinuance follow up             <ul style="list-style-type: none"> <li>- Agriculture courses/programs</li> </ul> </li> <li>- Pending programs             <ul style="list-style-type: none"> <li>- Automotive Collision Repair and Refinishing Specialist AS</li> <li>- Driveability, Emission &amp; Electrical (All Automotive) AS/Cert</li> <li>- Early Childhood Education AS-T</li> <li>- Kinesiology AA-T</li> </ul> </li> </ul>	<p><i>Scott Lee</i></p> <p><i>Howard Davis</i> <i>Howard Davis</i></p> <p><i>Scott Lee</i></p>	<p><b>Informational Items:</b> Dr. Lee said the date on the agenda for an additional meeting was incorrect. The correct date is 12/1/22, not 12/8/22. We are doing well, so we may not need the additional meeting.</p> <p><b>Online Catalog:</b> Dr. Howard Davis shared that we will be converting to an online catalog and will also print out hard copy catalogs until that need no longer exists. The intent is to have both available.</p> <p><b>Discontinuance follow-up:</b> Dr. Davis addressed Agriculture discontinuance last spring. He said that we need to keep a couple of courses as Independent Study for two students that need to complete their degrees. We will reactivate the program and certificates needed for these students.</p> <p><b>Pending Programs:</b> There are still four programs that need to be updated for the catalog addendum. These programs need to be repaired and at this point are in jeopardy of not making the addendum in time for Fall 2023. Dr. Lee asked what the consequence would be? Debbie Lindsey responded that if not corrected, they will not be available until Fall 2024. These need to be fixed before the last scheduled AP&amp;P meeting. Contact Dr. Lee for more information regarding these 4 programs.</p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> <li>- Division Representative Limits</li> <li>- New CTE Programs -             <ul style="list-style-type: none"> <li>- Regional Consortium Meetings: 11/18/22, 01/20/23, 02/17/23, 03/03/23, 04/20/23, 05/12/23, 06/16/23*</li> <li>- Required uploaded documents110</li> </ul> </li> </ul>	<p><i>Scott Lee</i> <i>Scott Lee</i></p>	<p><b>Division Representative Limits:</b> Do we want to allow everyone to have a third representative? The committee will need to decide. MSE has asked about having a third representative. Do we want to allow them to have a third representative? Do we want everyone to have a third representative or do we want to decide on a case by case basis? The positive is that more representatives are available to approve everything. The negative is the challenge to meet quorum.</p>



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		<p>Comment: James Dorn said he has three Chairs in his division and it's easier to have one representative per Chair.</p> <p>Comment: Travis Lee said that CTE is in the same boat and would benefit from having a third representative.</p> <p>Comment: Dr. Davis said that it's a slippery slope. Division meetings are to relay information. It could be a potential problem meeting quorum and participation. He sees it as a potential problem.</p> <p>Comment: Kathryn Mitchell agreed. She understands the representation issue, but It's difficult to meet quorum. AP&amp;P is already huge. Dr Lee agreed that it is a large risk that needs to be understood by everyone.</p> <p>Comment: James Dorn said that we have proxies for that and if a representative cannot show up, they should appoint their proxy.</p> <p>Comment: Kathryn Mithcell said that they don't always show up. It's also hard to find proxies. Dr. Lee said that one failure has a ripple effect that is massive. We are not deciding today. Please get feedback from your departments. Send an email and get feedback from as many faculty as possible. This is a big decision. Be prepared to vote on 11/10/22. This will be an action item at our next meeting.</p> <p><b><u>New CTE Programs:</u></b></p> <p>Dr. Lee reminded everyone that new/modified CTE programs have to go through Consortium for approvals. This cannot be done at the last minute. Be aware of Consortium meetings and submit the programs in time to get feedback. If you haven't received approval at this point, it is unlikely that you will be able to get this done for Fall 2023. It has to be completed before the AP&amp;P meeting. It's important that everyone understands the process and is aware of it.</p>
V. Reports		N/A
VI. Action - Additional Meeting 12/8/22	Scott Lee	<p><b>Action taken:</b></p> <p>Motion to approve additional meeting for 12/1/22.</p> <p>This will overlap with the Senate Committee meeting.</p> <p>Motion approved</p>



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<p><b><i>New Course Developments</i></b></p> <p>ART 102H History of Art, Renaissance to Modern Honors</p> <p>COMM 201 Virtual Communication and Expressive Technology</p> <p>ETHN 103 Introduction to African American Studies</p> <p>FTEC 109 Principles of Fire and Emergency Services Safety and Survival</p> <p>FTEC 290A Physical Fitness and Ability for the Firefighter</p> <p>FTEC 290B Physical Fitness and Ability for the Firefighter</p> <p>HE 110 Ethnic Health Issues</p> <p>KINF 173 Intermediate Jogging for Fitness</p> <p>KINF 270 Advanced Walking for Fitness</p> <p>KINF 272 Advanced Jogging for Fitness</p> <p>MATH 030S Support Course for MATH 130 - changed from MATH 030 (previously approved 10/13/22)</p> <p>MATH 130 College Algebra for STEM</p> <p>VN 119 Fundamentals of Patient Care for VNs</p> <p>VN 120 Self Care-Fundamentals, Pharmacology</p> <p>VN 121 Medical-Surgical Nursing for the Adult and Child</p> <p>VN 123 Nursing Leadership and Medical-Surgical Nursing</p> <p>WELD 135 Gas Metal Arc Welding</p> <p>WELD 137 Gas Tungsten Arc Welding Fundamentals</p> <p>WELD 140 Aerospace Welding Processes</p> <p>WELD 200 Advanced Aerospace Welding Processes</p> <p>WELD 265 Structural Flux Cored Arc Welding</p>	<p>Scott Lee</p>	<p><b><i>New Course Developments</i></b></p> <p>Motion to approve: ART 102H Motion second Motion approved</p> <p>Motion to approve: COMM 201 Motion second Motion approved</p> <p>Motion to approve: ETHN 103 Motion second Motion approved</p> <p>Motion to approve: FTEC 109 Motion second Comment: Robyn said there was a change made from “articulation exists” to “request articulation” with Wendy Stout’s permission. Motion approved</p> <p>Motion to approve: FTEC 290A Motion second Comment: There was no textbook information. Robyn spoke with Wendy and added the textbook information and deleted the rationale because it wasn’t needed. Motion approved</p> <p>Motion to approve: FTEC 290B Motion second Comment: Robyn made the following corrections: added AVC to end of catalog, verbiage in the catalog description for limitations of enrollment was moved from the end of the description to the beginning. She made changes from limitations on enrollment to entrance skills. Motion approved</p> <p>Motion to approve: HE 110 Motion second</p>
<p><b><i>Substantial course revisions</i></b></p> <p>AERO 231 Aircraft Airframe II</p> <p>AERO 241 Aircraft Powerplant II</p> <p>AJ 110 Terrorism Investigation</p> <p>AJ 199 Occupational Work Experience</p> <p>AJ 201 Police in Society</p> <p>AJ 203 Narcotics Control</p> <p>AJ 206 Criminology</p> <p>ANDI 110 Non Destructive Inspection: Visual Inspection, Liquid Penetrant, and Magnetic Particle</p> <p>ANDI 115 Non Destructive Inspection: Eddy Current</p> <p>ANTH 112 Ethnic Studies: Native North Americans</p> <p>ART 102 History of Art, Renaissance to Modern</p> <p>ART 113 Painting I</p> <p>ART 116 Illustration</p>		



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ART 120	Introduction to Printmaking		Dr. Lee asked if this is one that can be submitted for ethnic studies?
ART 121	Digital Art and Drawing		Dr. Eaton said yes, it will be submitted.
ART 145	2-D Design Basics		Motion approved
ART 150	3-D Design Basics		
ART 170	Drawing II		
ART 213	Painting III		Motion to approve:
AUTO 160	Automotive Electrical Fundamentals		KINF 173
AUTO 240	Automotive Suspension and Steering		Motion second
AUTO 250	Automotive Brake Systems		Motion approved
BIOL 205	Introduction to Biotechnology		
BIP 100	Introduction to Business Information Professional		Motion to approve:
BIP 115	Practical Math for Business Consumers		KINF 270
BIP 120	Keyboarding II		Motion second
BIP 121	MS Word II		Motion approved
BIP 122	MS Excel II		
BIP 123	MS Access II		Motion to approve:
BIP 124	MS PowerPoint II		KINF 272
BIP 126	Workplace Communication		Motion second
BIP 130	Keyboarding III		Motion approved
BIP 131	MS Word III		
BIP 133	MS Access III		Motion to approve:
BIP 150	Business Information Professional		MATH 030S
CHEM 210	Organic Chemistry		Content was previously approved. This is to approve the course number change from 030 to 030S.
CHEM 220	Organic Chemistry		
DFST 101L	American Sign Language I Skill Building Lab		Motion second
DFST 105	Introduction to American Deaf Culture		Motion approved
FTW 222	Wildland Fire Behavior		
FTW 223	Wildland Engine Firefighter		Motion to approve:
FTW 224	Wildland Fire Control		MATH 130
LIB 101	Introduction to Academic Libraries & Research		Motion second
MATH 140	Precalculus		Motion approved
MATH 148	Calculus for Business and Economics		
MATH 150	Calculus and Analytic Geometry		Motion to approve:
MATH 220	Linear Algebra		VN 119
MATH 230	Introduction to Ordinary Differential Equations		Motion second
MATH 250	Calculus and Analytic Geometry		Motion approved
MUSC 107	History of Women in Rock Music		
MUSC 108	History of Hip Hop		Motion to approve:
MUSC 170A	Marching Ensemble		VN 120
PHIL 109	World Religions		Motion second
PHIL 201	Critical Thinking		Motion approved
RCP 104	Respiratory Care Pharmacology		
THA 103	Introduction to Stage Lighting		Motion to approve:
			VN 121
			Motion second
			Motion approved



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THA 121A	Theatre Production	Motion to approve:
THA 121B	Theatre Production	VN 123
<b>Non-substantial course revisions</b>		Motion second
ART 132	Introduction to Ceramics: Hand-Building	Motion approved
ATH 100	Introduction to Athletic Training	Motion to approve:
ATH 103	Practical Applications of Athletic Training II	WELD 135
ATH 103L	Practical Applications of Athletic Training II Lab	Motion second
CHEM 101	Introductory Chemistry	Motion approved
CHEM 102	Introductory Chemistry (Organic & Biochemistry)	Motion to approve:
CHEM 120	General Chemistry	WELD 137
ELEC 150	Electrical Maintenance	Motion second
ELEC 220	Advanced Motor Control-PLC	Motion approved
ENGL 115	Introduction to Technical Communication	Motion to approve:
ENGL 315	Applied Technical Writing	WELD 140
FTW 121	Wildland Firefighter	Motion second
FTW 122	Wildland Public Information Officer, Prevention, and Investigation	Comment: Robyn said the Limitations of Enrollment had 15. It was deleted because the enrollment capacity doesn't go in the COR. Dr. Lee said we still need to work out where enrollment maximums are going to go.
FTW 123	Wildland Fire Operations	Motion approved
IATH 101	Weight Training for Athletes	Motion to approve:
KINF 181	Intermediate Volleyball	WELD 200
KINF 193	Beginning Water Aerobics	Motion second
KINT 240	Yoga Teacher Training 1 - Yogic Lifestyle and Yoga as a Healing Practice	Motion approved
KINT 241	Yoga Teacher Training 2 - Gross and Subtle Anatomy	Motion to approve:
MOA 101	Beginning Medical Terminology	WELD 265
MOA 102	Advanced Medical Terminology	Motion second
MUSC 104	The Music Industry	Comment: Robyn removed the 18 in Limitations of Enrollment, which was an enrollment capacity issue.
MUSC 122	Stage Voice	Motion approved
MUSC 124A	Jazz Improvisation A	<b>Substantial course revisions</b>
MUSC 124B	Jazz Improvisation B	Dr. Lee requested a vote to move ANTH 112 after the Theatre courses, at which time Darcy Wiewall will be present.
MUSC 124C	Jazz Improvisation C	Approved.
NF 100	Nutrition	Motion to approve:
NS 101L	Skills Lab 101L	AERO 231
<b>Course Deactivations</b>		Motion second
ANTH 130	Field Archaeology in Latin America	
MATH 001	Individualized Self-Study Math	
MATH 102	Intermediate Algebra	
MATH 102C	Intermediate Algebra Unit 1	
MATH 102D	Intermediate Algebra Unit 2	



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<p>MATH 102E Intermediate Algebra Unit 3  MATH 102F Intermediate Algebra Unit 4  MATH 145 Critical thinking for STEM majors.  READ 095 Reading Skills  VN 109 Fundamentals of Patient Care for VNs  VN 110 Self Care-Fundamentals, Pharmacology  VN 111 Vocational Nursing in the Child-Bearing Family and Pediatric Patient  VN 112 Medical-Surgical Nursing for the Adult and Child  VN 113 Nursing Leadership and Medical-Surgical Nursing</p> <p><b>Program revisions</b>  Aeronautical Non-Destructive Inspection  Mechanical Engineering AS</p> <p><b>Program Deactivations</b>  Advanced Aircraft Composite Certification  Drafting/Cmptr Aided Dsgn Cert  Drafting/Computer Aided Dsgn AS</p> <p><b>Amended Program</b>  Registered Nursing AS</p>		<p>Motion approved</p> <p>Motion to approve:  AERO 241  Motion second  Comment: Robyn said that the textbook rationale was in the wrong section and it was moved to the correct place per Maria Clinton.  Motion approved.</p> <p>Motion to approve:  AJ 110  Motion second  Motion approved</p> <p>Motion to approve:  AJ 199  Motion second  Comment: Robyn questioned the hours, which were 0 units.  Comment: Carlos Pinho said it was 1 to 4 hours. Robyn shared her screen to review.  Dr. Lee said there are 14 hours in the class for the lab, so it doesn't require out of class hours because it is a lab.  Heidi Williams: Activity hours for math are different because it's like a lecture/lab. She doesn't think it is activity hours.  Gabby recommended confirming with Kyle Jacobson.  Dr. Lee recommended looking at another Work Experience course.  Robyn said that the Work Experience classes are all set up differently.  Carlos said that it is predetermined by Kyle.  Dr Lee will also research the hours.  <b>Motion tabled until 11/10/22.</b> Carlos will confirm details of hours with Kyle and bring it back on 11/10/22.</p> <p>Motion to approve:  AJ 201  Motion second  Comment: Robyn said that she added C-ID to the designation section and removed AJ 206 as an equivalent course, which was incorrect. She made the changes per Carlos Pinho.</p>
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		<p>Motion approved</p> <p>Motion to approve: AJ 203 Motion second Motion approved</p> <p>Motion to approve: AJ 206 Motion second Comment: Robyn said the equivalency was listed in the catalog description but not in the C-ID designation section, which was added. Motion approved</p> <p>Motion to approve: ANDI 110 Motion second Comment: Robyn said that the limitations on enrollment of 15 was removed. Faculty changed the units back to 4. Comment: James Dorn said that the lab hours were incorrect Comment: Robyn confirmed that this one has no lab hours. Motion approved</p> <p>Motion to approve: ANDI 115 Motion second Comment: Robyn said it has 2 in class lab hours. Comment: James Dorn said that it should be 1.5 lab hours in the lab. Comment: Robyn said that she verified with Alfred . Travis called to confirm with Maria Clinton to change it to 1.5 lab hours. <b>Motion tabled</b> to 11/10/22 to get it straightened out. Comment: James Dorn suggested looking at ANDI 120.</p> <p>Motion to approve: ART 102 Motion second Motion approved</p>
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	<p>Motion to approve: ART 113 Motion second Comment - Robyn said that the C-ID designation section selection was to request articulation but it should have been that articulation exists. This was corrected and course equivalency was corrected with permission from Christina Mugnolo. Motion approved</p> <p>Motion to approve: ART 116 Motion second Comment: Robyn said a correction was made, removing "Art 116" as equivalency with Christina Mugnolo's permission. Motion approved</p> <p>Motion to approve: ART 120 Motion second Comment: Robyn said it was missing the C-ID in the catalog description, removed equivalency, the selection of articulation exists should have been request articulation. Changes were made with permission from Christina Mugnolo. Motion approved</p> <p>Motion to approve: ART 121 Motion second Comment: Robyn said Art 212 was removed from equivalency and materials fee was removed from the course description with permission from Christina Mugnolo. Motion approved</p> <p>Motion to approve: ART 145 Motion second Comment: Robyn said the C-ID was added to the description with permission from Christina Mugnolo. Motion approved</p> <p>Motion to approve:</p>
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	<p>ART 150 Motion second Comment: Robyn said the C-ID was added to the designation, incorrect equivalency was removed with permission from Christina Mugnolo. Emergency Distance Education was confirmed. Motion approved</p> <p>Motion to approve: ART 170 Motion second Comment: Robyn said that the equivalency was removed with permission from Christina Mugnolo. Motion approved</p> <p>Motion to approve: ART 213 Motion second Motion approved</p> <p>Motion to approve: AUTO 160 Motion second Motion approved</p> <p>Motion to approve: AUTO 240 Motion second Motion approved</p> <p>Motion to approve: AUTO 250 Motion second Motion approved</p> <p>Motion to approve: BIOL 205 Motion second Motion approved</p> <p>Motion to approve: BIP 100 Motion second Question: Heidi Williams inquired about the prerequisite/corequisite section of eLumen. Some instructors were including the corequisite</p>
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	<p>language in the prerequisite box. Is that correct or do they need to be separated?</p> <p>LaDonna: In the system, it will ask the student if they have the prerequisite and then it will ask if they have the corequisite. So it's important that it is very clear to Academic Affairs in order for it to be set up properly.</p> <p>Gabby: language for BIP 120, 121, 122, 123, 124, 130, 131, 132 and 133 that should have that language. Debbie was able to insert the language in the course description. BIP 100 shouldn't have that language.</p> <p>Comment: Luis Echeverria said that this language is how it should read.</p> <p>Motion approved</p> <p>Motion to approve: BIP 115 Motion second Motion approved</p> <p>Motion to approve: BIP 120 Motion second Comment: language is correct Dr. Davis confirmed that courses with corequisites would not be included in CVC offerings. <b>Motion tabled for next meeting to confirm</b></p> <p>Motion to approve: BIP 121 Motion second <b>Motion tabled</b></p> <p>Motion to approve: BIP 122 Motion second <b>Motion tabled</b></p> <p>Motion to approve: BIP 123 Motion second <b>Motion tabled</b></p> <p>Motion to approve: BIP 124 Motion second</p>
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		<p><b>Motion tabled</b></p> <p>Motion to approve: BIP 126 Motion second Motion approved</p> <p>Motion to approve: BIP 130 <b>Motion tabled</b></p> <p>Motion to approve: BIP 131 Motion second <b>Motion tabled</b></p> <p>Motion to approve: BIP 133 Motion second <b>Motion tabled</b></p> <p>Motion to approve: BIP 150 Motion second Motion approved</p> <p>Motion to approve: CHEM 210 Motion second Motion approved</p> <p>Motion to approve: CHEM 220 Motion second Motion approved</p> <p>Motion to approve: DFST 101L Motion second Comment: Robyn added prerequisite info to the prerequisite tab with permission from Cole Wolf. Motion approved</p> <p>Motion to approve: DFST 105 Motion second Motion approved</p>
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		<p>Motion to approve: FTW 222 Motion second Motion approved</p> <p>Motion to approve: FTW 223 Motion second Motion approved</p> <p>Motion to approve: FTW 224 Motion second Comment: Robyn changed it from "completion of" from the prerequisite to "completion of or concurrent enrollment in FTW 285" per Wendy Stout Motion approved</p> <p>Motion to approve: LIB 101 Motion second Motion approved</p> <p>Motion to approve: MATH 140 Motion second Motion approved</p> <p>Motion to approve: MATH 148 Motion second Motion approved</p> <p>Motion to approve: MATH 150 Motion second Motion approved</p> <p>Motion to approve: MATH 220 Motion second Motion approved</p> <p>Motion to approve: MATH 230 Motion second Motion approved</p>
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	<p>Motion to approve: MATH 250 Motion second Motion approved</p> <p>Motion to approve: MUSC 107 Motion second Motion approved</p> <p>Motion to approve: MUSC 108 Motion second Motion approved</p> <p>Motion to approve: MUSC 170A Motion second Comment: Robyn said she confirmed with Gary Heaton Smith that it is Emergency Distance Education Only Motion approved</p> <p>Motion to approve: PHIL 109 Motion second Motion approved</p> <p>Motion to approve: PHIL 201 Motion second Motion approved</p> <p>Motion to approve: RCP 104 Motion second Motion approved</p> <p>Motion to approve: THA 103 Motion second Motion approved</p> <p>Motion to approve: THA 121A Motion second Motion approved</p>
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		<p>Motion to approve: THA 121B Motion second Motion approved</p> <p>Motion to approve: ANTH 112 Motion second Motion approved</p> <p><b><i>Non-substantial course revisions</i></b> Motion to approve: ART 132 ATH 100 ATH 103 ATH 103L CHEM 101 CHEM 102 CHEM 120 ELEC 150 ELEC 220 ENGL 115 ENGL 315 FTW 121 FTW 122 FTW 123 IATH 101 KINF 181 KINF 193 KINT 240 KINT 241 MOA 101 MOA 102 MUSC 104 MUSC 122 MUSC 124A MUSC 124B MUSC 124C NF 100 NS 101L Motion second Motion approved</p> <p><b><i>Course Deactivations</i></b> Motion to approve: ANTH 130 MATH 001</p>
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		<p>MATH 102 MATH 102C MATH 102D MATH 102E MATH 102F MATH 145 READ 095 VN 109 VN 110 VN 111 VN 112 VN 113 Motion second Motion approved</p> <p><b>Program revisions</b> Motion to approve: Aeronautical Non-Destructive Inspection Motion second Comment: Robyn said that the program goals and objectives were not filled out on the Cover Information tab, Consortium Minutes are missing, The Program Narrative tab is not filled out. She pasted the information from 2022 and added program goals and objectives. She sent an email to let Maria Clinton know. It is still missing the Consortium Minutes. Faculty said it was the same as last fall. Dr. Lee said to table it to 11/10/22 to review and finish Consortium Minutes. Dr. Davis agreed to table it. <b>Motion tabled</b></p> <p>Motion to approve: Mechanical Engineering AS Motion second Motion approved</p> <p><b>Program Deactivations</b> Motion to approve: Advanced Aircraft Composite Certification Drafting/Cmptr Aided Dsgn Cert Drafting/Computer Aided Dsgn AS Motion second Motion approved</p>
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		<p><b>Amended Program</b>          Motion to approve:          Registered Nursing AS          Motion second          Comment: Luis Echeverria asked why it was amended.          Comment: Robyn said that Comm 112 was removed and then replaced with a C1 selection, but it was supposed to be a C selection from Humanities CSU. Requirement for Area C is now in there. Robyn confirmed that it will be in the amendment for the catalog. They will speak with counselors regarding units to be 3 units not 1-3.          Motion approved</p>
<p>VI. Closing Comments</p>	<p><i>Scott Lee</i></p>	<p>Dr. Lee said that we may need the 12/1/22 meeting to complete everything. He thanked everyone for agreeing to the meeting and asked to please add it to their calendar.</p> <p>Robyn Serrano wanted to let everyone know that there are 164 courses and 53 programs left to be reviewed in the workflows.</p> <p>Luis Echeverria said that he feels he should get more programs and he emphasized that when revising or completing a program, they need to complete an accurate Plan of Study. If not completed, they will be sent back.</p> <p>Dr. Lee said that there may not be as many programs because there were so many programs last year.</p> <p>Motion to adjourn meeting at 4:43 p.m.          Motion seconded          Motion approved</p>
<p><b>NEXT MEETING DATE: November 10, 2022</b></p>		