

ANTELOPE VALLEY COLLEGE
Academic Affairs Office

DATE: September 25, 2014
LOCATION: BE 324 – Computer Room
TIME: 3:06 p.m.

| MEMBERS PRESENT | | | MEMBERS ABSENT |
|-----------------|---------------------|-----------------------|--|
| Jeffrie Ahmad | Maranatha Javines | Joe Owens | Karen Cowell, CTE Dean Cynthia Lehman, Div. 4 Rep LaDonna Trimble, SS Dean Les Uhazy, AA Dean |
| Jennifer Corona | Lisa Karlstein | Bonnie Suderman | |
| Luis Echeverria | Scott Lee | Deborah Sullivan-Ford | |
| Tooraj Gordi | Cynthia Littlefield | Denise Walker | |
| Lee Grishman | Mark McGovern | Darcy Wiewall | |
| Linda Harmon | Tom O’Neil, proxy | | |
| GUESTS PRESENT | | | |
| Kyle Jacobsen | Heidi Preschler | Michael Tran | |
| David Newman | Jeff Stephens | Xinmin Zhu | |

2014-2015
Academic Policies & Procedures Committee Meeting No. 2
MINUTES

1. CALL TO ORDER AND ROLL CALL

A motion was made and seconded to call the September 25, 2014 AP&P Committee Meeting to order at 3:06p.m. Mrs. Linda Harmon, AP&P Faculty Co-Chair, called the meeting to order at 3:06p.m. Motion carried.

2. OPENING COMMENTS FROM THE COMMITTEE CO-CHAIR

Mrs. Linda Harmon announced that the Chancellor’s Office approved two new TMC degrees: Anthropology and Geography. She indicated that with today’s review and hopefully approval of the AA-T in Philosophy our college will only be one degree away from our 100% compliance with the SB 1440 requirements. The AA-T in Spanish should be on the next AP&P agenda. Dr. Darcy Wiewall requested an update on the possibility of a catalog addendum as there are several students that would like to graduate with the Anthropology degree this spring semester. Dr. Bonnie Suderman suggested that Mrs. Melissa Jauregui and herself meet to discuss the details and encouraged Dr. Wiewall to be present as well. After this meeting, Dr. Suderman will provide an update for the committee.

3. APPROVAL OF MINUTES

a. September 11, 2014 Minutes

A motion was made and seconded to approve the minutes for September 11, 2014. Motion carried.

4. INFORMATIONAL ITEMS

a. 2014-15 AP&P Deadline – Courses and Programs need to be approved by 11/13/2014 for Fall 2015 inclusion

- CORs that need to be revised this academic year – List at the end of the agenda
- TMC Degrees that may need to be developed and brought to AP&P – List at the end of the agenda
- C-ID Approval needed, COR revised and brought to AP&P – List at the end of the agenda

Mrs. Linda Harmon encouraged the representatives to work with their faculty as many courses have not yet been submitted and are in jeopardy of being removed from the 2015-2016 college catalog if not approved by November 13, 2014.

b. CurricUNET Workshops:

- Wednesday, September 10- November 12, 2014, 2-4pm, BE 321
- Thursday, September 11-November 13, 2014, 1:30-3pm, BE 324

Mrs. Linda Harmon reminded the representatives that they need to be present for at least one of these trainings or conduct a training on a day that fits into their schedule. She asked them to email Mrs. Melissa Jauregui the day and time that works for them.

c. CSUGE/IGETC Course Designation – Dr. Lee Grishman

- | | | |
|---|--|--|
| <ul style="list-style-type: none">• IGETC1. AJ 204 – Area J2. AJ 210 – Area J3. GEOG 110 – Area 4E4. PSY 200 – Area 4I5. SOC 116 – Area 4J <ul style="list-style-type: none">• UC/CSU Transferable1. SOC 116 | <ul style="list-style-type: none">• CSU/GE1. CFE 211 – Area D72. AJ 210 – Area D103. AJ 204 – Area D104. ART 136 – Area C15. GEOG 110 – Area D56. HD 102 – Area E7. KIN 100 – Area E8. PSY 200 – Area D99. SOC 116 – Area D410. SOC 116 – Area D711. SOC 116 – Area D10 | <ul style="list-style-type: none">• CSU Transferable1. ENGL 100A2. ENGL 100C3. FTEC 1114. FTEC 1125. FTEC 1136. FTEC 1147. FTEC 1178. ID 2409. NS 101A10. NS 102A11. NS 103A12. NS 201A13. NS 202A14. NS 203A15. NS 204A16. NS 205A17. RADT 205 |
|---|--|--|

Dr. Grishman reminded the committee members that AJ 210 will not be submitted for IGETC as it does not qualify, however it will be submitted for CSU GE in the spring.

d. Significant Lapse in Time (Attachments)

Mrs. Linda Harmon indicated that the documents needed to discuss this item with the divisions were not provided until this week. As a result, the information is attached to this agenda and representatives will be asked to report back to the committee on October 9, 2014. She reminded that members that two items will need to be discussed at the division level: 1) change in the significant lapse in time from 5 years to 36 months, and 2) the use of the newer standard grade when calculating the student's GPA.

5. ACTION ITEM

a. Consent Agenda: Non-substantial Course Revisions (COR Complete / SLO Complete)

i. MATH 150, Calculus and Analytic Geometry

A motion was made and seconded to approve item 5a Non-substantial course revisions. Motion carried. A second motion was made and seconded to approve the course content for the course listed under item 5a. Motion carried.

b. First Reading: Substantial Course Revision (COR Complete / SLO Complete)

i. CHEM 110, General Chemistry

A motion was made and seconded to approve CHEM 110, General Chemistry course revisions. Dr. David Newman was present to discuss the course revisions. After a brief review, the committee requested a revision to exclude the homework assignments and hours associated with "other." With the approval of the Dr. Newman, the change was made during the meeting. Motion carried. A second motion was made and seconded to approve the course content for CHEM 110, General Chemistry. Motion carried.

ii. GER 201, Intermediate German 1

A motion was made and seconded to approve GER 201, Intermediate German 1 course revisions. Ms. Heidi Preschler was present to discuss the course revisions. After a brief review, the committee requested edits as noted in the approval process, which were to bring the course content in line with the required outline format, adjust the homework section to reflect student work outside of class, and adjustments to the recommended textbook listing. Motion carried with only those revisions being completed by Friday, October, 3, 2014.

iii. MATH 220, Linear Algebra

A motion was made and seconded to approve MATH 220, Linear Algebra course revisions. Mr. Michael Tran was present to discuss the course revisions. After a brief review, no revisions were requested. Motion carried. A second motion was made and seconded to approve the course content for MATH 220, Linear Algebra. Motion carried.

iv. RCP 102, Clinical Preparation for Respiratory Care

A motion was made and seconded to approve RCP 102, Clinical Preparation for Respiratory Care course revisions. Mr. Jeff Stephens and Dr. Tom O'Neil, dean proxy, were present to discuss the course revisions. After a brief review, a question was asked regarding the number of course hours and homework hours in relationship to the units earned by students. Mr. Jeff Stephens was not sure how the

hours were identified however Dr. Cowell should be contacted for clarification. Motion carried pending clarification of units and hours.

c. First Reading: New Course Development

i. PHTC 102L, Directed Photo Lab Studies

A motion was made and seconded to approve PHTC 102L, Directed Photo Lab Studies new course development. Ms. Lisa Karlstein was present to discuss the course development. After a brief review, a question was asked regarding the number of course hours and homework hours in relationship to the units earned by students as lab classes cannot have homework hours assigned. Ms. Lisa Karlstein indicated that she would remove the information listed in that section. It was also requested that the content be adjusted and AVC area E needs to be removed per Dr. Grishman as this can only be included for those courses that are 3 units minimum. Motion failed.

d. First Reading: New Program Development

i. Associate in Arts in Philosophy for Transfer, AA-T Degree

A motion was made and seconded to approve the Associate in Arts in Philosophy for Transfer, AA-T Degree. Dr. Xinmin Zhu was present to discuss the new degree development. After a brief moment, it was decided that edits were not needed as the program aligned correctly with the ADT model approved jointly by CCC and CSU faculty. Motion carried.

e. Course Deactivation Requests

i. CFE 168, F Rate Pre-Service Training

ii. CFE 169, D Rate Pre-Service Training

A motion was made and seconded to approve designating the courses listed under item 5e as deactivated. Motion carried.

6. INFORMATIONAL ITEMS

a. SB 1440 AA-T/AS-T that need to be developed and submitted to AP&P

| Area of Study | Template Attached | Articulation Agreements | PLO | Recommended Plan of Study | CurricUNET Status |
|--|-------------------|-------------------------|-----|---------------------------|--|
| 1. Agriculture Animal Sciences | | | | | |
| 2. Agriculture Business | | | | | |
| 3. Agriculture Plant Sciences | | | | | |
| 4. Chemistry | | | | | |
| 5. Computer Science | | | | | Cannot develop, no discipline on campus aligns with coursework |
| 6. Economics | | | | | |
| 7. Elementary Teacher Education | | | | | Cannot develop, no full-time faculty in area |
| 8. Film, Television and Electronic Media | | | | | Cannot develop, no full-time faculty in area |
| 9. Journalism | | | | | Cannot develop, no full-time faculty in area |
| 10. Philosophy | X | X | | | Submitted |
| 11. Spanish | X | X | | | Submitted |

b. Completed AVC AA-T/AS-T Degrees

12. Geology – Pending the approval of CHEM 120

13. Theatre Arts – Pending the approval of THA 115A-B, 116A-B, 117A-B, 118A-B and THA 121A-B

c. AA-T/AS-T Degrees Submitted for CCCCCO Review and Approval

14. Business Administration

16. English

18. History

20. Music

15. Early Childhood Education

17. Geography

19. Kinesiology

21. Physics

d. C-ID REPORT FOR TMC's

| C-ID DESCRIPTOR | COURSE | STATUS | EXPIRES | STATUS |
|-----------------|--------|-------------|-----------|--------|
| AJ 110 | AJ 101 | CONDITIONAL | 20-NOV-14 | |

| | | | | |
|------------------|------------------------------|--------------------|------------------|--|
| AJ 120 | AJ 102 | CONDITIONAL | 9-JUN-15 | |
| AJ 160 | AJ 210 | CONDITIONAL | 9-JUN-15 | |
| ANTH 120 | ANTH 102 | CONDITIONAL | 9-JUN-15 | |
| ARTH 150 | ART 104 | NOT APPROVED | | |
| BIOL 190 | BIOL 110 | CONDITIONAL | 05-AUG-14 | |
| BIOL 140 | BIOL 120 | NOT APPROVED | 05-AUG-14 | |
| BIOL 120B | BIOL 202 | CONDITIONAL | 29-SEPT-2015 | |
| BUS 125 | BUS 201 | CONDITIONAL | 25-AUG-15 | |
| ECE 120 | CFE 101 | NOT APPROVED | | |
| ECE 230 | CFE 116 | CONDITIONAL | 30-APR-15 | |
| ECE 220 | CFE 211 | CONDITIONAL | 30-APR-15 | |
| CHEM 101 | CHEM 101 | NOT APPROVED | | |
| CHEM 110 | CHEM 110 | NOT APPROVED | | |
| CHEM 120S | CHEM 110, CHEM 120 | NOT APPROVED | | |
| COMP 152 | CIS 121 | NOT APPROVED | | |
| COMM 130 | COMM 107 | CONDITIONAL | 13-JAN-15 | |
| GEOL 121 | ERSC 101 | NOT APPROVED | | |
| JOUR 210 | JOUR 123 | NOT APPROVED | | |
| KIN 101 | KIN 191 | CONDITIONAL | 17-DEC-13 | |
| MATH 150 | MATH 130 | CONDITIONAL | 05-AUG-15 | |
| MATH 155 | MATH 140 | CONDITIONAL | 23-FEB-15 | |
| MATH 240 | MATH 230 | CONDITIONAL | 02-JUL-15 | |
| MATH 250 | MATH 220 | CONDITIONAL | 29-SEPT-15 | |
| MATH 230 | MATH 250 | CONDITIONAL | 26-MAR-15 | |
| PHYS 100S | PHYS 101 PHYS 102 | CONDITIONAL | 13-FEB-14 | |
| PHYS 105 | PHYS 101 | CONDITIONAL | 13-FEB-14 | |
| PHYS 110 | PHYS 102 | CONDITIONAL | 13-FEB-14 | |
| POLS 130 | POLS 103 | CONDITIONAL | 06-JUN-15 | |
| SOCI 120 | SOC 200 | NOT APPROVED | | |
| SPAN 220 | SPAN 101HL | NOT APPROVED | | |

e. 2013-2014 Courses by Division that need to be revised and submitted to AP&P

| Course | Degree/Cert /GE Area | Last Taught | Scheduling Restrictions if not approved by 11/14/2013 | Status |
|----------------------------|-------------------------|----------------|--|------------------|
| Language Arts | | | | |
| COMM 215 | | None | Cannot schedule 14-15 | <i>Submitted</i> |
| Math/Science | | | | |
| MATH 070B | | Spring 13 | Cannot schedule 14-15 | |
| MATH 102A | | Fall 12 | Cannot schedule 14-15 | |
| MATH 102B | | Spring 13 | Cannot schedule 14-15 | |
| Social Science | | | | |
| WE 197 | | None | Cannot schedule 14-15 | |
| WE 199 | | Spring 13 | Cannot schedule 14-15 | |
| Technical Education | | | | |
| AUTO 27 6 | | Fall 13 | Cannot schedule 14-15 | <i>Submitted</i> |

f. 2014-2015 Course by Division that need to be revised and submitted to AP&P

| Div | Course | UC Transferable | Last Offered | Scheduling Restrictions if not approved by 11/13/2014 | Status |
|-----|----------|--------------------|-----------------|--|-----------|
| D1 | ACCT 115 | | | Cannot schedule 15-16 | Submitted |
| D1 | ACCT 121 | | | Cannot schedule 15-16 | Submitted |
| D1 | AERO 120 | | | Cannot schedule 15-16 | |
| D1 | AERO 121 | | | Cannot schedule 15-16 | |
| D1 | AUTO 100 | | | Cannot schedule 15-16 | Submitted |
| D1 | AUTO 101 | | | Cannot schedule 15-16 | |

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|---------------|----------------------|-----|---|----------------------------------|-----------|
| D1 | AUTO 102 | | | Cannot schedule 15-16 | |
| D1 | AUTO 110 | | | Cannot schedule 15-16 | |
| D1 | AUTO 111 | | | Cannot schedule 15-16 | |
| D1 | AUTO 112 | | | Cannot schedule 15-16 | |
| D1 | AUTO 198 | | | Cannot schedule 15-16 | |
| D1 | AUTO 276 | | | Cannot schedule 15-16 | Submitted |
| D1 | BUS 121 | | | Cannot schedule 15-16 | Submitted |
| D1 | CA 103 | Yes | | Cannot schedule 15-16 | Submitted |
| D1 | CA 151 | | | Cannot schedule 15-16 | Submitted |
| D1 | CA 221 | Yes | | Cannot schedule 15-16 | Submitted |
| D1 | CIS 157 | | | Cannot schedule 15-16 | |
| D1 | CIS 161 | Yes | | Cannot schedule 15-16 | |
| D1 | CIS 175 | Yes | | Cannot schedule 15-16 | |
| D1 | CT 102 | Yes | | Cannot schedule 15-16 | Submitted |
| D1 | CT 212 | | | Cannot schedule 15-16 | Submitted |
| D1 | FTEC 141 | | | Cannot schedule 15-16 | |
| D1 | FTEC 144 | | | Cannot schedule 15-16 | |
| D1 | FTEC 149 | | | Cannot schedule 15-16 | |
| D1 | FTEC 216 | | | Cannot schedule 15-16 | |
| D1 | FTEC 217 | | | Cannot schedule 15-16 | |
| D1 | FTEC 295AL | | | Cannot schedule 15-16 | Submitted |
| D1 | FTEC 295B | | | Cannot schedule 15-16 | |
| D1 | FTEC 295BL | | | Cannot schedule 15-16 | |
| D1 | MGT 101 | | | Cannot schedule 15-16 | Submitted |
| D1 | MKTG 112 | | | Cannot schedule 15-16 | Submitted |
| D1 | MOA 101 | | | Cannot schedule 15-16 | Submitted |
| D1 | RCP 101 | - | - | Cannot schedule 15-16 | DONE |
| D1 | RCP 104 | - | - | Cannot schedule 15-16 | DONE |
| D1 | RCP 201 | - | - | Cannot schedule 15-16 | DONE |
| D1 | WELD 101 | | | Cannot schedule 15-16 | |
| D1 | WELD 110 | | | Cannot schedule 15-16 | |
| D1 | WELD 120 | | | Cannot schedule 15-16 | |
| D1 | WELD 130 | | | Cannot schedule 15-16 | |
| D2 | AGRI 100 | Yes | | Cannot schedule 15-16 | |
| D2 | AGRI 110 | Yes | | Cannot schedule 15-16 | |
| D2 | AGRI 134 | Yes | | Cannot schedule 15-16 | |
| D2 | AGRI 230 | Yes | | Cannot schedule 15-16 | |
| D2 | BIOL 100 | | | Cannot schedule 15-16 | |
| D2 | BIOL 101 | Yes | - | Cannot schedule 15-16 | DONE |
| D2 | BIOL 110 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | BIOL 120 | Yes | - | Cannot schedule 15-16 | DONE |
| D2 | CHEM 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | CHEM 102 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | CHEM 110 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | CHEM 120 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | GEOG 102L | - | - | Cannot schedule 15-16 | DONE |
| D2 | GEOG 201 | | | Cannot schedule 15-16 | Submitted |

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|----|-----------|-----|---|-----------------------|-----------|
| D2 | GEOG 205 | | | Cannot schedule 15-16 | Submitted |
| D2 | MATH 125 | Yes | | Cannot schedule 15-16 | |
| D2 | MATH 130 | Yes | | Cannot schedule 15-16 | |
| D2 | MATH 140 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | MATH 150 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | MATH 160 | Yes | | Cannot schedule 15-16 | Submitted |
| D2 | MATH 230 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | CHIN 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | COMM 101 | Yes | | Cannot schedule 15-16 | |
| D3 | COMM 103 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | COMM 105 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | COMM 107 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | COMM 112 | Yes | | Cannot schedule 15-16 | |
| D3 | COMM 115 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | COMM 219 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | DFST 101L | | | Cannot schedule 15-16 | Submitted |
| D3 | DFST 204 | | | Cannot schedule 15-16 | Submitted |
| D3 | DFST 205 | | | Cannot schedule 15-16 | Submitted |
| D3 | ENGL 111 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | ENGL 112 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | ENGL 265 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | GER 201 | Yes | | Cannot schedule 15-16 | Submitted |
| D3 | JOUR 121 | Yes | | Cannot schedule 15-16 | |
| D3 | JOUR 123 | Yes | | Cannot schedule 15-16 | |
| D4 | AJ 201 | Yes | | Cannot schedule 15-16 | |
| D4 | AJ 206 | Yes | | Cannot schedule 15-16 | Submitted |
| D4 | AJ 800 | | | Cannot schedule 15-16 | |
| D4 | AJ 810 | | | Cannot schedule 15-16 | |
| D4 | ANTH 101L | Yes | | Cannot schedule 15-16 | |
| D4 | CFE 106 | | | Cannot schedule 15-16 | |
| D4 | CFE 111 | | | Cannot schedule 15-16 | |
| D4 | CFE 114 | | | Cannot schedule 15-16 | |
| D4 | CFE 120 | | | Cannot schedule 15-16 | Submitted |
| D4 | CFE 168 | | | Cannot schedule 15-16 | Submitted |
| D4 | CFE 169 | | | Cannot schedule 15-16 | Submitted |
| D4 | CFE 212 | | | Cannot schedule 15-16 | |
| D4 | ECON 101 | Yes | | Cannot schedule 15-16 | |
| D4 | ED 141 | | | Cannot schedule 15-16 | |
| D4 | HIST 101 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 102 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 104 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 105 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 107 | Yes | - | Cannot schedule 15-16 | DONE |
| D4 | HIST 108 | Yes | - | Cannot schedule 15-16 | DONE |
| D4 | HIST 109 | Yes | | Cannot schedule 15-16 | Submitted |
| D4 | HIST 110 | Yes | | Cannot schedule 15-16 | Submitted |
| D4 | HIST 111 | Yes | | Cannot schedule 15-16 | Submitted |

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|----|----------|-----|-------|-----------------------|-----------|
| D4 | HIST 112 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 113 | Yes | | Cannot schedule 15-16 | Submitted |
| D4 | HIST 114 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 115 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 118 | Yes | | Cannot schedule 15-16 | |
| D4 | HIST 119 | Yes | | Cannot schedule 15-16 | |
| D4 | POLS 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D4 | POLS 200 | Yes | | Cannot schedule 15-16 | |
| D4 | POLS 203 | Yes | | Cannot schedule 15-16 | |
| D4 | SOC 112 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | ART 100 | Yes | | Cannot schedule 15-16 | |
| D5 | ART 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | ART 102 | Yes | | Cannot schedule 15-16 | |
| D5 | ART 110 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | ART 140 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | ART 210 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | ATH 102 | | | Cannot schedule 15-16 | |
| D5 | FTV 242 | | | Cannot schedule 15-16 | |
| D5 | FTV 244 | | | Cannot schedule 15-16 | |
| D5 | FTV 251 | | | Cannot schedule 15-16 | |
| D5 | FTV 261 | | Never | Cannot schedule 15-16 | |
| D5 | HE 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 101 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 111 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 115 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 128 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 135 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 140 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 155 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 160 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 180 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 193 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 194 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 195 | Yes | | Cannot schedule 15-16 | Submitted |
| D5 | KIN 205 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 210 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 225 | Yes | | Cannot schedule 15-16 | |
| D5 | KIN 265 | Yes | | Cannot schedule 15-16 | |
| D5 | PHOT 250 | Yes | | Cannot schedule 15-16 | |
| D5 | THA 121 | Yes | | Cannot schedule 15-16 | Submitted |
| S1 | HD 198 | | | Cannot schedule 15-16 | Submitted |
| S1 | HD 198A | | | Cannot schedule 15-16 | Submitted |
| S1 | HD 198C | | | Cannot schedule 15-16 | Submitted |
| S1 | HD 198O | | | Cannot schedule 15-16 | Submitted |

7. DISCUSSION ITEMS – AGENDA ADDENDUM
a. Credit for Advanced Placement (AP) Exams

Dr. Lee Grishman indicated that there is a need for AVC faculty to review the exams given for AP credit in six areas: Studio Arts, Environmental Science, Italian, Japanese, Chinese and Human Geography. He passed out the six exam packets to the corresponding division representative and requested that they coordinate with the faculty in the area to be sure the review is conducted. Faculty simply need to review the packet and determine whether incoming AVC students should be allowed to receive credit for the successful completion of those exams. He asked the representative to report back to the AP&P committee so an action item can be added to a future agenda.

b. In-class Reading and Writing Assignments

Mrs. Melissa Jauregui announced that the Chancellor's Office recently returned two courses for revision requesting in-class reading and writing assignments be noted on the course outline of record. In past years this data had not been collected and therefore a space currently does not exist within CurricUNET to capture this data. Dr. Bonnie Suderman indicated that she spoke with Mr. Edward Knudson, AVC President, who indicated that the information will be requested during the COR review process from this point forward. When the course outline of record is due for revision, then the faculty can note the in-class reading and writing assignments at that time. Mrs. Linda Harmon indicated that the section could be listed in the Homework link of CurricUNET but a formal change to the system will be brought to AP&P first before the change is made. This will return to an AP&P agenda in the spring for approval so the section can be available to collect the data as of Fall 2015.

8. ADJOURNMENT

A motion was made and seconded to adjourn the 9/25/14 AP&P Committee meeting at 4:23 p.m. Mrs. Linda Harmon asked the members to log into CurricUNET and track the progress within the approval process for each course and program in their area to be sure they are moving along. If the courses or programs are sitting, be sure to contact the person who can move it forward. Motion carried

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Ms. Maria Clinton, Academic Senate President, at (661) 622-6306 (weekdays between the hours of 8:00 a.m. and 5:00 p.m.) at least 48 hours before the meeting, if possible. Public records related to agenda items for open session are available for public inspection 72 hours prior to each regular meeting at the Antelope Valley College Academic Senate's Office, Administration Building, 3041 West Avenue K, Lancaster, California 93536.