

ANTELOPE VALLEY COLLEGE
Academic Affairs Office

TO: Ms. Beverly Beyer
Ms. Deborah Charlie
Ms. Maria Clinton
Dr. De'Nean Coleman-Carew
Mr. Jeffrey Cooper
Mr. Dexter Cummins
Ms. Margaret Drake
Mr. Tooraj Gordi
Dr. Lee Grishman
Ms. Linda Harmon
Mr. Scott Lee
Ms. Cynthia Littlefield
Mrs. Sharon Lowry
Mr. Rick Motawakel
Dr. David Newby
Dr. David Newman
Mr. Duane Rumsey
Ms. LaDonna Trimble
TBD, ASO voting
TBD, ASO non-voting

FROM: Ms. Charlie/Ms. Clinton/Mrs. Lowry

DATE: May 25, 2009

SUBJECT: Agenda and Materials for Academic Policies and Procedures Committee Meeting
Thursday, May 28, 2009, SSV 151, from 3:00 – 5:30 pm

2008-2009
Academic Policies and Procedures Committee Meeting No. 14
AGENDA

1. Approval of Agenda
2. Approval of Minutes from May 14, 2009
3. New Course – First Reading
 - a. AERO 180 – SpaceTEC Core Certification Readiness Course 1-3 units, variable hours weekly (18-54)
Advisory: Eligibility for ENGL 099, READ 099, and MATH 070
 - b. COMM 109 – Small Group Communication 3 units, 3 hours weekly
Advisory: Eligibility for ENGL 101 and College Level Reading
AVC/GE – Area C
CSU/GE – Area A, C-1, D-2, E
SLO approved 3/23/2009
4. Revised Courses/CORs – Third Reading (Corrections made, No Xerox.)
 - a. THA 298A – Special Studies in Theatre 1 unit, 2.3 hours weekly
 - b. THA 298B – Special Studies in Theatre 2 units, 4.6 hours weekly
 - c. THA 298C – Special Studies in Theatre 3 units, 7 hours weekly
5. Revised Courses/CORs – Second Reading (Corrections made, No Xerox.)
 - a. BIOL 204, 204L – General Microbiology 5 units, 9 hours weekly (3 hours lecture, 6 hours lab)
Prerequisite: Completion of BIOL 101 or 110 or 120, and CHEM 101
Advisory: Completion of BIOL 201, BIOL 202, CHEM 102, and Eligibility for College Level Reading
Revised to:
Prerequisite: Completion of BIOL 101 or 110 or 120, and CHEM 101
Advisory: Completion of BIOL 201, BIOL 202, CHEM 102, ENGL 101, and COMM 103
 - b. BIOL 160 – Birds of Southern California 2 units, 4 hours weekly (1 hour lecture, 3 hours field study)
Advisory: Eligibility for ENGL 100, READ 099, and MATH 100
(This course was made obsolete 3/06 and is being brought back and revised.)
Revised to: new course with new course number back
BIOL 165 – Birds of Southern California 3 units, 54 hours total
Advisory: Completion of BIOL 101, 120 or 170
Request AVC/GE – Area A
Request CSU/GE – Area B
 - c. DFST 106 – Introduction to Deaf Education 3 units, 3 hours weekly

- d. INT 205 – Interpreting in Specialized Settings 3 units, 5 hours weekly
- e. NF 100 – Nutrition 3 units, 3 hours weekly
Advisory: Eligibility for ENGL 099 and READ 099
Revised to:
Advisory: Eligibility for ENGL 101 and READ 099
- f. PE 113 – Advanced Soccer Techniques 1 unit, 3 hours weekly

6. Revised Courses/CORs – First Reading

- a. ABDY 112 – Basic Auto Body Repair 5 units 10 hours weekly
- b. ABDY 113 Basic Auto Body Repair 5 units, 10 hours weekly
- c. ABDY 115 – Basic Auto Body Repair 10 units, 20 hours weekly
Revised to:
ABDY 115 – Basic Automotive Collision Repair
- d. ABDY 122 – Basic Automotive Refinishing 5 units 10 hours weekly
- e. ABDY 123 – Automotive Refinishing 5 units, 10 hours weekly
- f. ABDY 125 – Basic Automotive Refinishing 10 units, 20 hours weekly
- g. ABDY 212 – Advanced Automotive Collision Repair I 5 units, 10 hours weekly
- h. ABDY 213 – Advanced Automotive Collision Repair II 5 units, 10 hours weekly
- i. ABDY 215 – Advanced Automotive Collision Repair 10 units, 20 hours weekly
- j. ABDY 222 – Advanced Automotive Refinishing I 5 units, 10 hours weekly
- k. ABDY 223 – Advanced Automotive Refinishing II 5 units, 10 hours weekly
- l. ABDY 225 – Advanced Automotive Refinishing 10 units, 20 hours weekly
- m. ELTE 235 – Electronic Communications I 4 units, 6 hours weekly
- n. GEOG 299 – Special Topics – Field Geography 1 unit, 20 hours total
Prerequisite: Completion of GEOG 101 or concurrent enrollment.
Advisory: Completion of GEOG 101L or GEOG 106
Revised to:
Advisory: Completion of or concurrent enrollment in GEOG 101, GEOG 102, GEOG 106, GEOL 101, or ERSC 101
- o. MATH 102 – Intermediate Algebra 4 units, 4 hours weekly
- p. MATH 102A – *Intermediate Algebra–First Half with SAS 2 units, 4 hours weekly
- q. MATH 102B – *Intermediate Algebra – Second Half with SAS 2 units, 4 hours weekly
- r. NF 102 – Nutrition and Food for Children 3 units, 3 hours weekly (*** P/NP Option?**)
Requesting AVC/GE – Area E
Requesting CSU/GE – Area E
- s. NF 104 – *Concepts in Nutrition: New Developments 1 unit, 18 hours total
- t. NF 150 – Food and Culture 3 units, 3 hours weekly
Advisory: Eligibility for ENGL 101 and READ 099
Revised to:
Advisory: Eligibility for ENGL 099 and READ 099
Requesting CSU/GE – Area E
- u. OT 101 - *Beginning Computer Keyboarding 3 units, 5 hours weekly
- v. OT 102 – *Intermediate Computer Keyboarding 3 units, 5 hours weekly
- w. PSCI 101 – Physical Science 4 units, 6 hours weekly
- x. PSY 101 – General Psychology 3 units, 3 hours
Advisory: Eligibility for College Level Reading and ENGL 099
Revised to:
Advisory: Eligibility for College Level Reading and ENGL 101
- y. RCP 101/RCP 101 CL – Fundamentals of Respiratory Care/Clinical 6 units, 5 hours lecture, 3 hours clinic weekly
Prerequisite: ...Completion of Biology 202 or concurrent enrollment;...
Revised to:
Prerequisite:...Completion of Biology 202; ...
Accreditors recommended including BIOL 202 as a prerequisite for entrance into the program to increase student success.
- z. SPAN 120A – Elementary Spanish for Teachers 3 units, 3 hours weekly
Revised to:
Elementary Spanish for Teachers 1
- aa. SPAN 120B – Elementary Spanish for Teachers 3 units, 3 hours weekly
Revised to:
Elementary Spanish for Teachers 2

7. New Distance Education Courses – Second Reading (Corrections made, No Xerox.)
 - a. NF 100 – Nutrition 3 units, 3 hours weekly – new online equivalent
8. Revised Distance Education Courses – Third Reading (Corrections made, No Xerox.)
 - a. BIOL 204 – General Microbiology 5 units, 9 hours weekly (3 hours lecture, 6 hours lab) – revised hybrid online equivalent
 - BIOL 204 Lecture – 3 hrs lecture totally online
 - BIOL 204 Lab – No change – 6 hrs lab on campus
9. Revised DE – First Reading
 - a. OT 101 – Beginning Computer Keyboarding 3 units, 5 hours weekly - revised online equivalent
 - b. OT 102 – Intermediate Computer Keyboarding 3 units, 5 hours weekly - revised online equivalent
 - c. PSY 101 – General Psychology 3 units, 3 hours - revised online equivalent
10. Obsolete Courses – First Review
 - a. ABDY 150 – Antique and Classical Auto Body Repair 5 units, 10 hours weekly
 - b. ABDY 198 – Auto Body Seminars
 - c. MATH 110 - Mathematics for Liberal Arts Students 3 units, 3 hours weekly
 - d. MATH 210 – Discrete Mathematics 4 units, 4 hours weekly
 - e. NS 201- Developmental and Health Deviation Self-Care Requisites Related to Mental Health of the Adolescent and Adult
 - f. NS 202 – Developmental and Health Deviation Self-Care Requisites for Children
 - g. NS 203 – Developmental and Health Deviation Self-Care Requisites in Acute Illness
 - h. NS 204 – Leadership and Management Skills in the Care of Adults with Health Deviation Self-Care Requisites
 - i. WFDV 091 – Employability Learning Skills 1-4 units, 32 hours per week for 8 weeks
11. Credit by Exam List – Updates and changes for next year’s list 2009-2010
 - a. Health Sciences –
 - i. Delete the following courses from the Credit by Exam list:
NS 201, NS 202, NS 203, NS 204
 - b. Language Arts – No changes requested this year.
 - c. Technical Education –
Delete the following courses from the Credit by Exam list:
 1. ABDY 150, Antique and Classical Auto Body Repair
 2. AUTO 101, Basic Automotive Practicum
 3. ID 110, Interior Design Presentation Techniques IAdd the following courses to the Credit by Exam list:
 1. ABDY 115, Basic Auto Body Repair
 2. ID 115, History of Interior Architecture and Furniture I
 3. ID 116, History of Interior Architecture and Furniture II
 4. ID 125, Material Selection for Interior Design
 5. ID 205, Professional Interior Design Business Practices
10. Announcements
 - a. Courses by Division that needs to be revised and formally go through the AP&P process:
 - Business, Computer Studies, and Economic Development:**
 - o CA 133 – Oracle PL/SQL Programming
 - o CA 177 – Microsoft Internet Information Server
 - o CIS 121 – Computer Mathematics
 - o CIS 145 – Introduction to Visual Basic.net Programming
 - o CIS 174 – Introduction to C#.net Programming
 - Health Sciences:**
 - o CFE 105 – Discovery – Based Education for Children
 - Instructional Resources and Extended Services:**
 - o LAC 098 – Math for Nursing

- LAC 099 – Dosage Calculations
- LIB 110 – Introduction to Internet Research (initially received – TR – Back to faculty – still waiting)

Language Arts:

- COMM 215 – Public Relations Communication

Math, Science, and Engineering:

- GEOL 101 – Physical Geology (rcvd 4/29/09 & DE rcd 5/1/09, TR 5/1)

Physical Education and Athletics:

- DA courses (waiting for corrections after TR)

Technical Education:

- ACRV 198A – Commercial Ice Machines
- AUTO 276 – California Clean Air Car Course

Visual and Performing Arts:

- THA 102 – Introduction to Stagecraft (rcvd 5/4)
- THA 103 – Introduction to Stage Lighting (rcvd 5/4)
- THA 105 – Introduction to Lighting Design (memo? Waiting for it.)
- THA 120D – Rehearsal & Performance: Children’s Theatre (rcvd 5/6)

12. Adjournment. The next meeting will be April 23, 2009.

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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. Patricia A. Márquez Sandoval, 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.

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MINUTES OF ACADEMIC POLICIES AND PROCEDURES COMMITTEE MEETING NO. 14
2008-2009

DATE: May 28, 2009
PLACE: SSV 151 – Board Room
TIME: 3:00 p.m.

MEMBERS PRESENT

Beverly Beyer, Faculty
Maria Clinton, Cochair
De'Nean Coleman-Carew, Faculty
Jeffrey Cooper, Dean
Margaret Drake, Dean
Tooraj Gordi, Faculty
Lee Grishman, Articulation
Linda Harmon, Faculty
Cynthia Littlefield, Faculty

Cynthia Littlefield, proxy for David
Newby
Mrs. Sharon Lowry, V. P. Academic
Affairs
Rick Motawakel, Faculty
David Newman, Faculty
Tom O'Neil, proxy for Dexter
Cummins
Duane Rumsey, Faculty
LaDonna Trimble, Dean

MEMBERS ABSENT

Deborah Charlie, Cochair
Scott Lee, Faculty
David Newby, Faculty
Curtis Smith, non-voting ASO Student

1. Approval of Agenda

Ms. Maria Clinton called the meeting to order at 3:08 p.m. and explained that items 6n (GEOG 299), 6z (SPAN 120A), and 6aa (SPAN 120B) had to be moved up to the top of the agenda due to time constraints of the presenters. It was moved and seconded to approve this change. Motion carried. In addition, Ms. Clinton distributed an addendum to the agenda which contained minutes from the May 14, 2009 AP&P meeting and updates to Board Policy and Administrative Procedure. A motion was made and seconded to approve the addendum. Motion carried.

2. Approval of Minutes from April 23, 2009

After reviewing the minutes, a motion was made and seconded to approve the minutes of the April 23, 2009 AP&P meeting. Motion carried.
The minutes from the May 14, 2009 AP&P meeting were distributed. After review, a motion was made and seconded to approve the minutes. Motion carried.

3. New Course – First Reading

a. AERO 180 – SpaceTEC Core Certification Readiness 1-3 units, variable hours total (18-54 hrs total)
Advisory: Eligibility for ENGL 099, READ 099, and MATH 070

Ms. Clinton presented this new course reporting that it was a result of a \$341,000 grant that AVC has received. This course is a certification-readiness program and is targeted toward specific aerospace employees. Requested changes include course transferability category, methods of evaluation and course description. With the recommended changes, a motion was made and seconded to approve this course. Motion carried. Ms. Clinton noted that approval was contingent on the corrected COR being submitted prior to June 5, 2009.

b. COMM 109 – Small Group Communication 3 units, 3 hours weekly

Advisory: Eligibility for ENGL 101 and College Level Reading
AVC/GE – Area D-2

CSU/GE – Area A, C-1, E
SLO approved 3/23/2009

Ms Tina McDermott presented this new course. The committee requested some changes under the general education category, course transferability, course program status, content review and limitation on enrollment. With the recommended changes, a motion was made and seconded to approve this course. Motion carried. A motion was made and seconded to approve course content. Motion carried. Ms. Clinton noted that approval was contingent on the corrected COR being submitted prior to June 5, 2009. A motion was made and seconded to approve the AVC / GE request. Motion carried.

4. Revised Courses/CORs – Third Reading

a. THA 298A – Special Studies in Theatre 1 unit, 2.3 hours weekly

b. THA 298B – Special Studies in Theatre 2 units, 4.6 hours weekly

- c. THA 298C – Special Studies in Theatre 3 units, 7 hours weekly
A motion was made and seconded to approve these three courses. Motion carried.
5. Revised Courses/CORs – Second Reading
 - a. BIOL 204, 204L – General Microbiology 5 units, 9 hours weekly (3 hours lecture, 6 hours lab)
Prerequisite: Completion of BIOL 101 or 110 or 120, and CHEM 101
Advisory: Completion of BIOL 201, BIOL 202, CHEM 102, and Eligibility for College Level Reading
Revised to:
Prerequisite: Completion of BIOL 101 or 110 or 120, and CHEM 101
Advisory: Completion of BIOL 201, BIOL 202, CHEM 102, ENGL 101, and COMM 103
A motion was made and seconded to approve the above courses. Motion carried. A motion was made and seconded to approve the content review on BIOL 204, BIOL 204L. Motion carried.
 - b. BIOL 160 – Birds of Southern California 2 units, 4 hours weekly (1 hour lecture, 3 hours field study)
Advisory: Eligibility for ENGL 100, READ 099, and MATH 100
(This course was made obsolete 3/06 and is being brought back and revised.)
Revised to: new course with new course number back
BIOL 165 – Birds of Southern California 3 units, 54 hours total
Advisory: Completion of BIOL 101, 120 or 170
Request AVC/GE – Area A
Request CSU/GE – Area B
A motion was made and seconded to approve the above course. Motion carried. A motion was made and seconded to approve the content review for BIOL 165. Motion carried. A motion was made and seconded to approve the AVC / GE request. Motion carried.
 - c. DFST 106 – Introduction to Deaf Education 3 units, 3 hours weekly
A motion was made and seconded to approve the above course. Motion carried.
 - d. INT 205 – Interpreting in Specialized Settings 3 units, 5 hours weekly
A motion was made and seconded to approve the above course. Motion carried.
 - e. NF 100 – Nutrition 3 units, 3 hours weekly
Advisory: Eligibility for ENGL 099 and READ 099
Revised to:
Advisory: Eligibility for ENGL 101 and READ 099
A motion was made and seconded to approve the above course. Motion carried. A motion was made and seconded to approve the content review for NF 100. Motion carried.
 - f. PE 113 – Advanced Soccer Techniques 1 unit, 3 hours weekly
A motion was made and seconded to approve the above course. Motion carried. A motion was made and seconded to approve the content review for PE 113. Motion carried.
6. Revised Courses/CORs – First Reading
 - a. ABDY 112 – Basic Auto Body Repair 5 units 10 hours weekly
 - b. ABDY 113 Basic Auto Body Repair 5 units, 10 hours weekly
 - c. ABDY 115 – Basic Auto Body Repair 10 units, 20 hours weekly
Revised to:
ABDY 115 – Basic Automotive Collision Repair
 - d. ABDY 122 – Basic Automotive Refinishing 5 units 10 hours weekly
 - e. ABDY 123 – Automotive Refinishing 5 units, 10 hours weekly
 - f. ABDY 125 – Basic Automotive Refinishing 10 units, 20 hours weekly
 - g. ABDY 212 – Advanced Automotive Collision Repair I 5 units, 10 hours weekly
 - h. ABDY 213 – Advanced Automotive Collision Repair II 5 units, 10 hours weekly
 - i. ABDY 215 – Advanced Automotive Collision Repair 10 units, 20 hours weekly
 - j. ABDY 222 – Advanced Automotive Refinishing I 5 units, 10 hours weekly
 - k. ABDY 223 – Advanced Automotive Refinishing II 5 units, 10 hours weekly
 - l. ABDY 225 – Advanced Automotive Refinishing 10 units, 20 hours weekly

Tim Sturm presented these courses and stated that he had worked with the course content and updated what was needed for each category. The committee requested changes to the numbering system, the course content and objectives. Mr. Sturm will work on these changes over the summer and will bring them back in the fall.

- m. ELTE 235 – Electronic Communications I 4 units, 6 hours weekly
Rick Motawakel presented this course. The committee requested that the Pass/NoPass option be checked on the proposal form, and asked for a verbiage change. With the recommended changes, a motion was made and seconded to approve this course. Motion carried. Ms. Clinton noted that approval was contingent on the corrected CORs being submitted prior to June 5, 2009.
- n. GEOG 299 – Special Topics – Field Geography 1 unit, 20 hours total
Prerequisite: Completion of GEOG 101 or concurrent enrollment.
Advisory: Completion of GEOG 101L or GEOG 106
Revised to:
Advisory: Completion of or concurrent enrollment in GEOG 101, GEOG 102, GEOG 106, GEOL 101, or ERSC 101
Mike Pesses presented this course noting that he had updated the suggested text and other instructional materials. The committee discussed the number of hours and the measurement to show that the student successfully participated in the field trip component. A motion was made and seconded to approve GEOG 299. Motion carried. A motion was made and seconded to approve the course content. Motion carried. Ms. Clinton noted that approval was contingent on the changes being submitted by June 5, 2009.
- o. MATH 102 – Intermediate Algebra 4 units, 4 hours weekly
- p. MATH 102A – *Intermediate Algebra–First Half with SAS 2 units, 4 hours weekly
- q. MATH 102B – *Intermediate Algebra – Second Half with SAS 2 units, 4 hours weekly
Michael Tran presented these courses and reported that he had made some minor changes on the CORs for these three courses. It was noted that the SLO approval date was the same (4/10/2008) for all three courses. A motion was made and seconded to approve MATH 102, MATH 102A and MATH 102B. Motion carried.
- r. NF 102 – Nutrition and Food for Children 3 units, 3 hours weekly
Requesting AVC/GE – Area E
Requesting CSU/GE – Area E
- s. NF 104 – *Concepts in Nutrition: New Developments 1 unit, 18 hours total
- t. NF 150 – Food and Culture 3 units, 3 hours weekly
Advisory: Eligibility for ENGL 101 and READ 099
Revised to:
Advisory: Eligibility for ENGL 099 and READ 099
Requesting CSU/GE – Area E
Linda Harmon presented these courses. The committee requested that the “Pass/NoPass” box on NF 102 and NF 104 be checked and that the maximum class size be changed to 24. With revisions pending, a motion was made and seconded to approve NF 102, NF 104 and NF 150. Motion carried. A motion was made to approve the course content for NF 102 and NF 150. Motion carried. Ms. Clinton noted that approval is contingent upon the corrections being made and submitted prior to June 5, 2009.
- u. OT 101 - *Beginning Computer Keyboarding 3 units, 5 hours weekly
- v. OT 102 – *Intermediate Computer Keyboarding 3 units, 5 hours weekly
Beverly Beyer presented these courses as well as OT 101 and OT 102 Distance Ed and noted that there were no changes to the COR for the distance ed courses. A motion was made and seconded to approve OT 101, OT 102 and OT 101DE and OT 102DE. Motion carried.
- w. PSCI 101 – Physical Science 4 units, 6 hours weekly
Christos Valiotis presented this course stating that there was minimal revision. A motion was made and seconded to approve PSCI 101. Motion carried.
- x. PSY 101 – General Psychology 3 units, 3 hours
Advisory: Eligibility for College Level Reading and ENGL 099
Revised to:
Advisory: Eligibility for College Level Reading and ENGL 101

Freddy Aviles presented this course as well as PSY 101 Distance Ed and stated that they were pretty much the same. The estimated hours were changed and READ 099 is listed as an advisory. A motion was made and seconded to approve PSY 101 and PSY 101 Distance Ed. Motion carried. Ms. Clinton noted that approval is contingent upon the corrections being made and submitted prior to June 5, 2009.

- y. RCP 101/RCP 101 CL – Fundamentals of Respiratory Care/Clinical 6 units, 5 hours lecture, 3 hours clinic weekly
Prerequisite: ...Completion of Biology 202 or concurrent enrollment;...
Revised to:
Prerequisite:...Completion of Biology 202; ...
Linda Harmon reported that the accreditation agency had recommended the inclusion of BIOL 202 as a prerequisite for entrance into the program in order to increase student success. Ms. Lowry stated that we would need statements from three other institutions where these pre-requisites were also required. A written statement from the respiratory therapy program coordinator regarding the recommendation from the accreditation agency was requested. A motion was made and seconded to approve RCP 101 and RCP 101 CL. Motion carried. A motion was made and seconded to approve the COR. Motion carried. Ms. Clinton noted that approval is contingent upon the corrections being made and submitted prior to June 5, 2009.
 - z. SPAN 120A – Elementary Spanish for Teachers 3 units, 3 hours weekly
Revised to:
Elementary Spanish for Teachers 1
 - aa. SPAN 120B – Elementary Spanish for Teachers 3 units, 3 hours weekly
Revised to:
Elementary Spanish for Teachers 2
Lucia Pozo presented these courses noting that there were just a few changes, one of which was to add that these courses will be 90% in Spanish. The COR didn't have that information. There were some typos, corrections and the course title was updated. There were a few changes in the course content and a final interview to the final exam was also added. The committee requested that the hours for writing assignments be changed to reflect the COR on both SPAN 120A and SPAN 120B. A motion was made and seconded to approve these two courses with approval pending the revisions being completed and submitted by June 5, 2009. Motion carried.
- 7. New Distance Education Courses – Second Reading (Corrections made, No Xerox.)
 - a. NF 100 – Nutrition 3 units, 3 hours weekly – new online equivalent
A motion was made and seconded to approve NF 100. Motion carried.
 - 8. Revised Distance Education Courses – Third Reading (Corrections made, No Xerox.)
 - a. BIOL 204 – General Microbiology 5 units, 9 hours weekly (3 hours lecture, 6 hours lab) – revised hybrid online equivalent
BIOL 204 Lecture – 3 hrs lecture totally online
BIOL 204 Lab – No change – 6 hrs lab on campus
A motion was made and seconded to approve BIOL 204. Motion carried.
 - 9. Revised DE – First Reading
 - a. OT 101 – Beginning Computer Keyboarding 3 units, 5 hours weekly - revised online equivalent
 - b. OT 102 – Intermediate Computer Keyboarding 3 units, 5 hours weekly - revised online equivalent
 - c. PSY 101 – General Psychology 3 units, 3 hours - revised online equivalent
As noted above in items 6v and 6x, these courses were approved.
 - 10. Obsolete Courses – First Review
 - a. ABDY 150 – Antique and Classical Auto Body Repair 5 units, 10 hours weekly
 - b. ABDY 198 – Auto Body Seminars
 - c. MATH 110 - Mathematics for Liberal Arts Students 3 units, 3 hours weekly
 - d. MATH 210 – Discrete Mathematics 4 units, 4 hours weekly
 - e. NS 201- Developmental and Health Deviation Self-Care Requisites Related to Mental Health of the Adolescent and Adult
 - f. NS 202 – Developmental and Health Deviation Self-Care Requisites for Children
 - g. NS 203 – Developmental and Health Deviation Self-Care Requisites in Acute Illness

h. NS 204 – Leadership and Management Skills in the Care of Adults with Health Deviation Self-Care Requisites

- i. WFDV 091 – Employability Learning Skills 1-4 units, 32 hours per week for 8 weeks
A motion was made and seconded to approve the obsolete courses. Motion carried

11. Credit by Exam List – Updates and changes for next year’s list 2009-2010

- a. Health Sciences –
i. Delete the following courses from the Credit by Exam list:
NS 201, NS 202, NS 203, NS 204
b. Language Arts – No changes requested this year.
c. Technical Education –

Delete the following courses from the Credit by Exam list:

1. ABDY 150, Antique and Classical Auto Body Repair
2. AUTO 101, Basic Automotive Practicum
3. ID 110, Interior Design Presentation Techniques I

Add the following courses to the Credit by Exam list:

1. ABDY 115, Basic Auto Body Repair
2. ID 115, History of Interior Architecture and Furniture I
3. ID 116, History of Interior Architecture and Furniture II
4. ID 125, Material Selection for Interior Design
5. ID 205, Professional Interior Design Business Practices

Ms. Clinton noted that this item is informational only, and that these courses were the ones that were deleted and then added.

12. Announcements

- a. Courses by Division that needs to be revised and formally go through the AP&P process:

Business, Computer Studies, and Economic Development:

- o CA 133 – Oracle PL/SQL Programming
- o CA 177 – Microsoft Internet Information Server – *Not in compliance. Will be obsoleted*
- o CIS 121 – Computer Mathematics
- o CIS 145 – Introduction to Visual Basic.net Programming – *Not in compliance. Revision is in the works*
- o CIS 174 – Introduction to C#.net Programming

Health Sciences:

- o CFE 105 – Discovery – Based Education for Children – *Linda Harmon will call the faculty*

Instructional Resources and Extended Services:

- o LAC 098 – Math for Nursing – *Updated not done since 2001*
- o LAC 099 – Dosage Calculations – *Updated not done since 2001*
- o LIB 110 – Introduction to Internet Research (initially received – TR – Back to faculty – still waiting)

Language Arts:

- o COMM 215 – Public Relations Communication – *Last revision 11/2003*

Math, Science, and Engineering:

- o GEOL 101 – Physical Geology (rcvd 4/29/09 & DE rcvd 5/1/09, TR 5/1)

Physical Education and Athletics:

- o DA courses (waiting for corrections after TR) – *have until October 2009*

Technical Education:

- o ACRV 198A – Commercial Ice Machines – *On the list for obsolete*
- o AUTO 276 – California Clean Air Car Course – *On the list for obsolete*

Visual and Performing Arts:

- THA 102 – Introduction to Stagecraft (rcvd 5/4) – *On the list for obsolete*
- THA 103 – Introduction to Stage Lighting (rcvd 5/4) – *On the list for obsolete*
- THA 105 – Introduction to Lighting Design (memo? Waiting for it.)
- THA 120D – Rehearsal & Performance: Children’s Theatre (rcvd 5/6) – *On the list for obsolete*

b. Updates to BP and AP

1. BP 4225 – Course Repetition

AP 4225 – Course Repetition

Ms. Clinton noted that this is the new language that has been suggested by CCLC and reviewed the main changes of the documents. This is simply informational to this group, but if it is a change of Title V then it goes to the Board.

2. AP 4227 – Repeatable Courses
3. AP 5075 – Course Adds and Drops

c. AP&P Committee membership

1. Ms. Linda Harmon will continue to represent the Health Science Division
2. Cindy Littlefield will continue to represent the Physical Education
3. David Newby – The Dean will inform the division of their new representative of VAPA.
4. Ms. Maggie Drake will continue to represent Vocational Education

13. Adjournment

The meeting adjourned at 5:20pm. Ms. Clinton thanked all the committee members for their work on the committee.