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<h1>AP&P Agenda</h1>	Thursday, September 26, 2019 BE 314 3:00 pm – 5:30 pm
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Type of Meeting: *Regular*
Note Taker: *Cheyenne Odenthal*
Please Review/Bring: The past minutes for accuracy.

<p><i>Committee Members:</i> <i>Kathryn Mitchell, Co-chair</i> <i>Jeffrie Ahmad, Faculty Division Rep</i> <i>Dr. Ronald Chapman, Faculty Division Rep</i> <i>Timothy Sturm, Faculty Division Rep</i> <i>Dr. Jessica Eaton, Articulation Officer</i> <i>Dr. Ibrahim Ganley, Faculty Division Rep</i> <i>Gabrielle Poorman, Adjunct Rep</i> <i>Dr. Les Uhazy</i> <i>Dr. Richie Neil Hao, Faculty Division Rep</i> <i>Michael Hutchison, Faculty Division Rep</i> <i>Dr. Scott Lee, Faculty Division Rep/Librarian/DE Liaison</i> <i>Cynthia Littlefield, Faculty Division Rep</i> <i>Dr. Mark McGovern, Faculty Division Rep</i> <i>Richard Biritwum, Faculty Division Rep</i> <i>LaDonna Trimble, Student Services Dean</i> <i>James Dorn, Faculty Division Rep</i> <i>Peachie Kilayko, Faculty Division Rep</i></p>	<p><i>Member not in Attendance:</i> <i>Riley Dwyer, Co-chair</i> <i>Gregory Bormann, Dean CTE</i> <i>Luis Echeverria, Faculty Division Rep</i> <i>Terry Rezek, Faculty Division Rep</i> <i>Melvin Quezada, Student Rep</i></p> <p><i>Others in attendance:</i> <i>Dr. Ariel Tumabaga, proxy for Terry Rezek</i> <i>Dean Cathy Hart</i></p>
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Items	Person	Action
I. Opening comments from the Co-chair	<i>Kathryn Mitchell</i>	Kathryn Called the meeting to order at 3:04 Kathryn moved to add an action: Approve to change language or course proposal form to include CSU/UC transferability for AM 105, 135A, 135B, 235A, 235A Changes to Pre-requisites and advisories require an updates date on the COR for transferability purposes. This requires that a course go through a revision to have the advisories changed.
II. Minutes 9/12/19	<i>All</i>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u> A motion was made and seconded to approve the minutes from 9/12/2017 as presented. Motion carried.</p> <p><u>Follow Up Items:</u></p>

<p>III. Informational Item</p> <ul style="list-style-type: none"> - Proxies for representatives - Meeting schedule: 10/10/19, 10/24/19, 11/14/19 	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>IV. Discussion</p> <ul style="list-style-type: none"> - Dates/times for reps to conduct training for Fall 2019 (AP&P: Course Outline of Record, Degree or Certificate Development/Revision Training Using CurricUNET (FLEX)) - Dr. Richie Hao volunteered for: 9/26 1:30-2:30 and 10/3 1:00-2:00. Michael Hutchinson volunteered for 10/9 3:00-4:00 and 10/21 1:00-2:00 - Deactivation Impact - Approve removal of advisories - Tech review committee volunteers 	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p>AP&P are still in need of volunteers for CurricUNET workshops. Workshops will continue past the October 10th submission deadline.</p> <p>Approve removal of advisories was a discussion item, however we can no longer remove advisories and pre-requisites without a course going through a revision.</p> <p>Current tech Review committee has volunteered for longer than the required 2 semesters and AP&P is requesting volunteers to replace current volunteers. The following members have volunteered for Fall 2019 and Spring 2020 semesters: Michael Hutchinson Gabrielle Poorman</p> <p><u>Action Taken:</u></p> <p><u>Follow Up Items:</u></p>
<p>V. Action</p> <p><i>AP&P Goals 2019-2020</i></p> <ol style="list-style-type: none"> 1. Approve the 230 courses and various programs and certificates needing review and revision as per Title 5 requirements during the 2019 fall semester in order to remain in good standing and inclusion in the 2020-2021 catalog. 2. Continue to develop new ADT programs, programs, and certificates. 3. Review, revise, and approve AP&P Handbook. 4. Create a Task Group to review BP 4020 and AP 4021 policies and provide recommendations for revision (re Program Discontinuance policies). 	<p><i>Kathryn Mitchell</i></p>	<p><u>Issues Discussed:</u></p> <p><u>Action Taken:</u></p> <p>Motion to approve the AP&P Goals for 2019-2020 Motion seconded Item approved pending the change the verbiage of goal #2 changed to: Continue to encourage the development of ADT programs, programs and certificates. Goal #4 will be brought back as a discussion item at a later date but will remain a goal. Motion carried</p> <p>Motion to approve to change language or course proposal form to include CSU/UC transferability for AM 105, 135A, 135B, 235A, 235A Motion seconded Motion carried</p>

<p>5. Transition from CurricUNET to eLumen.</p> <p>Approve to change language or course proposal form to include CSU/UC transferability for AM 105, 135A, 135B, 235A, 235A</p> <p><i>Community & Corporate Education</i> Please see attached document</p> <p><i>Non Substantial Course Revision:</i> None</p> <p><i>New Course Development:</i> KINF 191 Beginning Swimming MUS 106 Music of Mexico, Latin America and The Caribbean</p> <p><i>Substantial Course Revision:</i> CFE 101 Introduction to Early Childhood Education CFE 103 The Child in Family and Community Relationships CFE 111 Supervising Adults in Child Care Settings CFE 113 Inclusive Early Childhood Education HE 120 Stress management MUS 131 Piano I MUSC 132 Piano II MUS 231 Piano III OT 201 Administrative Office Procedures</p> <p><i>Non Substantial Program Revision:</i> None</p> <p><i>Substantial Program Revision:</i> None</p> <p><i>New Program Development:</i> None</p> <p><i>Course Deactivation:</i> None</p> <p><i>Program Deactivation:</i> None</p>		<p>Dean Cathy Hart reviewed the list of Corporate Community Education with the committee. Dean Hart also explained that these courses are not offered without AP&P approval.</p> <p>Motion to Approve the list of Community & Corporate Education Motion seconded Motion was approved, no abstentions</p> <p>KINF 191 Tabled to clarify whether this course it attached to a degree or certification as well as the title of the course.</p> <p>MUS 106 Tabled to clarify whether this course it attached to a degree or certification.</p> <p>Motion to table substantial course revisions for the following courses: CFE 101 CFE 103 CFE 111 CFE 113</p> <p>Motion to approved HE 120 Motion Seconded Course approved No abstentions</p> <p>Motion to approved MUS 131 Motion Seconded Course approved pending the removal of advisories No abstentions</p> <p>Motion to approved MUSC 132 Motion Seconded Course approved No abstentions</p> <p>Motion to approved MUS 231 Change of motion to table to receive clarification from faculty regarding textbook and homework assignments</p> <p>Motion to approved OT 201 Motion Seconded Change of Motion to table to receive clarification on title change, advisories, and rationale for textbook.</p>
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		<u>Follow Up Items:</u>
NEXT MEETING DATE: 10/10/19		Kathryn adjourned the meeting at 4:47pm