



ANTELOPE VALLEY COLLEGE

<h1>AP&amp;P Minutes</h1>	<p><b>Thursday, October 22, 2015</b>  <b>BE 321</b>  <b>3:00 – 5:30pm</b></p>
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**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** The past minutes for accuracy.

**Committee Members:**  
 Jeffrie Ahmad, Faculty Division Rep, present  
 Luis Echeverria, Faculty Division Rep, present  
 Ibrahim Ganley, Faculty Division Rep, present  
 Tooraj Gordi, Faculty Division Rep, present  
 Lee Grishman, Articulation Officer, present  
 Lisa Karlstein, Faculty Division Rep, present  
 Scott Lee, Faculty Division Rep/Librarian/DE Liaison, present  
 Cynthia Lehman, Faculty Division Rep, present  
 Cynthia Littlefield, Faculty Division Rep, present  
 Mark McGovern, Faculty Division Rep, present  
 Rick Motawakel, Faculty Division Rep, absent  
 Tom O’Neil, Technical Education Dean, absent  
 Tim Sturm, Faculty Division Rep, absent (proxy Maria Clinton)  
 Bonnie Suderman, Co-chair, absent  
 Deborah Sullivan-Ford, Faculty Division Rep, present  
 Mary Rose Toll, Faculty Division Rep, present  
 LaDonna Trimble , Student Services Dean, absent  
 Les Uhazy, Academic Dean, present  
 Darcy Wiewall, Co-chair, present

**Guests:**  
 Kathy Bingham  
 Magdalena Caproiu  
 Irit Gat  
 Kyle Jacobsen  
 Bassam Salemech  
 Kenneth Underwood

Items	Person	Action
I. Opening Comments from the Co-chair	<i>Darcy/ Bonnie</i>	Dr. Darcy Wiewall called the meeting to order at 3:05pm.
II. Approval of Previous Minutes of 10/8/2015	All	<p><b><u>Issues Discussed:</u></b>            Dr. Darcy Wiewall requested a motion to approve the 10/8/2015 meeting minutes.</p> <p><b><u>Action Taken:</u></b>            A motion was made and seconded to approved the minutes as presented. All members present approved the minutes with one abstention, Luis Echeverria.</p> <p><b><u>Follow Up Items:</u></b>            None.</p>
III. Informational Item -Deactivations Impact ENGR 210PS HIST 112	<i>Darcy</i>	<p><b><u>Issues Discussed:</u></b>            Dr. Darcy Wiewall reminded the committee of the importance of having faculty who are deactivating courses to notify those disciplines that call to the course either as a requisite on another</p>



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<p>MATH 125 MATH 130 MUS 183 -Deactivations ART 223, ART 223L, ART 225 ART 225L, HHA 102</p>		<p>course or program core/elective. Many courses moving through CurricUNET as deactivations impact other courses and programs as noted on the informational addendum on the last page. Members were asked to review the list and work with faculty in their area to submit the programs/courses to remove the notation of the soon to be deactivated course.</p> <p>The courses noted to the left under Deactivations will appear on the next agenda for formal approval.</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>IV. Discussion Item – Methods of Evaluation (ex. PSCI 302)</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> Dr. Darcy Wiewall requested the committee members to review the COR for PSCI 302, just as an example. The methods of evaluation are very simple with the form of evaluation noted only without complete sentences. Alternatively, all AFMT new course developments have explanatory language noted for methods of evaluation. She asked the committee if they consider whether PSCI 302 have properly written methods of evaluation. After a brief review of both CORs, the committee as a whole agreed that PSCI 302 are properly written since they are directly linked to the objectives for the course. No longer should faculty be required to fully articulate the purpose of each evaluation since objectives are written to the content are linked to the methods of evaluation. It was also noted that the COR document can be cleaned up, noting all items in parenthesis in the question fields within CurricUNET and removing the extra language from the final COR document.</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<p>V. Action Item – College Board AP Exams</p> <ul style="list-style-type: none"> <li>• Studio Art: 2-Dimensional Design, 3-Dimensional Design, and Drawing – ART 145 / 150 / 110</li> </ul>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to table this item. All members present approved the motion to table this item.</p>



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		<p><b><u>Follow Up Items:</u></b> None.</p>
<p>VI. Action Item – Program Approvals -New Development Yoga Instructor, Cert 12-18 units Airframe Manufacturing Technology, BS</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the programs noted on the agenda. After a thorough review of each program individually, the committee noted that no edits were needed. Motion carried unanimously by all members present.</p> <p><b><u>Follow Up Items:</u></b> Ms. Kathy Bingham will provide documentation of local employment statistics in yoga by Friday October 31, 2015.</p>
<p>VII. Action Item – Course Approvals -Non-Substantial AGRI 102, AGRI 112, AGRI 130 AGRI 132, AGRI 153, AGRI 155 AGRI 210, AGRI 212, AGRI 220 AGRI 250, COMM 214, DM 110 DM 112, DRFT 125, DRFT 230 KIN 107, KIN 156, KIN 161 KIN 162, KIN 237, MKTG 121 -Substantial ACCT 131, ACCT 201, ENGR 125 MATH 021, MATH 115 -New Development AFMT 310, AFMT 320, AFMT 330 AFMT 340, AFMT 341, AFMT 342 AFMT 345, AFMT 346, AFMT 350 AFMT 351, BIOL 304, ENGL 315 PSCI 302, PSY 301</p>	<p><i>All</i></p>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve all courses noted under Non-Substantial. All members present approved the motion.</p> <p>A motion was made and seconded to approve MATH 021 and MATH 115. After a review of each course, no edits were requested. All members present approved the motion.</p> <p>A motion was made and seconded to approve all courses noted under New Development. After a thorough review of all courses, a few adjustments were made to AFMT 310, AFMT 320, AFMT 330, AFMT 340, AFMT 341, AFMT 342, AFMT 345, AFMT 346, AFMT 350, AFMT 351, BIOL 304, ENGL 315, PSCI 302, and PSY 301. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> ACCT 131, ACCT 201 and ENGR 125 will return to the next agenda for a full review and time ran out at this meeting.</p>
<p><b>NEXT MEETING DATE: 11/12/2015</b></p>		<p>Dr. Darcy Wiewall thanked all members for staying through the meeting, which ended at 5:50pm.</p>