

Academic Policy & Planning Committee Agenda
Thursday Apr 21, 2022 at 2:00 PM
ZOOM ID: 988 4121 2092 Passcode: 4y745g

VOTING MEMBERS (15)

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| X Applied Behavioral Sciences – Christine Bisson | X Academic/Student Affairs – Trev Passage |
| X Business – Brent Darwin | X Languages & Communication – Andria Keiser |
| Counseling – Brooke Souza | X Life and Physical Sciences – Brian Youngblood |
| English – Chad Kelly | X Mathematics Sciences – Derek Mitchem |
| X Fine Arts – Shane Anderson | Public Safety – Susan Roehl |
| X Kinesiology, Rec & Athletics – Sheri Bates | X Social & Behavioral Sciences – Tom VanderMolen |
| Health Sciences – Mary Pat Nelson | Student Representative – |
| X Industrial Technology – John Gerrity | |

NON-VOTING MEMBERS

- X Chair – Larry Manalo Jr.
- Vice chair/TRC/ Articulation - David DeGroot
- X VP, Academic Affairs – Robert Curry
- X Admissions & Records – Josie Cabanas and Eunice Barcenas
- X Community Education – Andria Keiser
- X Part-Time Faculty – Joan Bergstrom Smith
- X Curriculum Specialist – Rebecca Andres

STANDING INVITEES

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| Dean, Academic Affairs – Margaret Lau | Dean, Extended Campus – Rick Rantz |
| X Dean, Academic Affairs – Sean Abel | X Associate Dean/ Public Safety Director – M. McCann |
| Dean, Academic Affairs – Mary Patrick | Associate Dean/Athletic Director – Kim Ensing |
| Dean, Matriculation/Counseling – Yvonne Teniente | Associate Dean/PCPA Director – Mark Booher |
| Dean, Academic Affairs – Sofia Ramirez Gelpi | Senate President – Alberto Restrepo |

Guests

- Rob Jorstad – Life & Physical Sciences
- Janae Dimick – English
- Erin Krier – Life & Physical Sciences
- Susanah Kopecky
- Chellis Young

I. Approval of Minutes: Apr 7, 2022.

A motion was made to approve the minutes of the April 7, 2022 meeting as distributed. (M/S/P D. Mitchem/S. Bates). Yes: C. Bisson, B. Darwin, S. Bates, J. Gerrity, A. Keiser, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain: B. Youngblood, T. Passage.

II. Approval of the Agenda

A motion was made to approve the agenda as distributed. (M/S/P D. Mitchem/B. Youngblood). Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, J. Gerrity, T. Passage, A. Keiser, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:0

III. Chair Comments:

- Next AP&P Meeting: 05-05-2022.
- Last AP&P Meeting: 05-12-2022.
- ~~Next TRC Meeting: 05-05-2022.~~
- Associate Degree for Transfer: SB1440 and Education Code §66746.
- CurriQunet Maintenance: Purging of Draft Proposals.
Proposal: Drafts older than two years are going to be automatically deleted on May 31, 2022.
- Review of Summary Report: May 5, 2022. Senate: May 17, 2022. BOT: June 14, 2022.

IV. Agenda Item: MEMO: AB 705 and Updating Course and Program Outlines

Follow-up discussion on developing a process for pre-transfer level ENGL and MATH ~~courses~~ course requisites and program requirements.

V. Agenda Item: Consent

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Course Drop	ACCT 100	Accounting for Entrepreneurs Justification: The course is replaced by ACCT 105.	3.00
Text Change	CA 124	Sanitation, Safety, and Equipment	3.00
Text Change	MUS 104	Roots of Pop, Rock, Jazz	3.00

COMMITTEE ACTION:	A motion was made to recommend consent agenda items for adoption. (M/S/P D. Mitchem/S. Bates) Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, T. Passage, A. Keiser, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:0.	
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VI. **Agenda Item:** First Readings.

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
Major Modification	PHYS 161	Engineering Physics Prerequisite: PHYS 110 and MATH 182 MATH 182 can be taken concurrently with the course. Justification: We need to convert that supplemental lab hour (discussion hour) back to a lecture hour and up the number of units awarded to students by 1. Please note, we are not requesting any additional student contact time...we are simply giving students the units deserved for the work required. Note: In the past 4 years combined there were only 7 Chemistry ADTs awarded. The total number of ADTs awarded in those same 4 years was well over 2000. If this update causes a loss of chem ADTs, no significant impact is expected.	5.0

COURSE IMPACT

Prerequisite: ENGR 152 - Statics *Active*
 Prerequisite: ENGR 161 - Materials Science *Active*
 Prerequisite: ENGR 162 - Materials Science Lab *Active*
 Prerequisite: PHYS 162 - Engineering Physics 2 *Active*
 Prerequisite: PHYS 162 - Engineering Physics 2 *In Review*
 Prerequisite: PHYS 163 - Engineering Physics 3 *Active*
 Prerequisite: PHYS 163 - Engineering Physics 3 *Draft*
 Corequisite: PHYS 171 - Computational Techniques for Physics I: Mechanics *Active*
 Prerequisite: PHYS 171 - Computational Techniques for Physics I: Mechanics *Active*

PROGRAM IMPACT

Minor Program Modification-Associate in Arts *Active* Mathematics with Physics Emphasis
 Minor Program Modification-Associate in Arts for Transfer *Active* Kinesiology
 Minor Program Modification-Associate in Science for Transfer *Active* Mathematics
 New Program-Associate in Arts *Active* Chemistry
 New Program-Associate in Arts *Active* Engineering
 New Program-Associate in Arts *Active* Liberal Arts: Mathematics & Science (Non-transfer)
 New Program-Associate in Arts *Active* Liberal Arts: Mathematics & Science (Transfer)
 New Program-Associate in Arts *Active* Physics

~~New Program~~-Associate in Science for Transfer *Active* Biology

NOTE: If PHYS 161 goes to 5 units the major unit requirement will be 38 units if a student chooses the PHYS 161 and PHYS 163 route. IGETC for STEM 31 units minus the 10 units of double counting = 21 units plus the 38

major units = 59 total units. Good to go. Can't use CSU GE for STEM because the total units would equal 61 units.

If the proposal is accepted, it will mean that **only the IGETC for STEM can be utilized for the Biology AS-T** as we lose the ability to utilize the CSU GE for STEM.

~~New Program~~-Associate in Science for Transfer *Active* Chemistry

NOTE: If PHYS 161 goes to 5 units the major unit requirement will be 37 units. Utilizing IGETC for Stem at 31 units and the double counting of 7 units: 31 minus 7 = 24 units plus the 37 units for the major = 61 total units. Result we would have to drop our Chemistry AS-T. Keep in mind that SB 440 requires colleges with an AA or AS degree in any discipline with a TMC must develop an ADT. However, many colleges are out of compliance because of the unit count.

If the proposal is accepted, it will result in the college **losing our Chemistry AS-T** because it will put us over the 60-unit limit - see bottom of attachment #3. Per SB 440 if a college has an AA or AS degree where there is an TMC the college is required by law to develop an ADT. Many colleges are out of compliance because the unit count goes over the 60-unit limit. We would now join their ranks.

~~New Program~~-Associate in Science for Transfer *Active* Computer Science

NOTE: If PHYS 161 goes to 5 units the major unit requirement will be 31 units. IGETC 37 units minus the 7 units of doubling counting = 30 units plus the 31 major units = 61 total units. Result: we would have to drop our Computer Science AS-T. Keep in mind that SB 440 requires colleges with an AA or AS degree in any discipline with a TMC must develop an ADT. However, many colleges are out of compliance because of the unit count.

If the proposal is accepted, it will result in the college **losing our Computer Science AS-T** because it will put us over the 60-unit limit - **see bottom of attachment #4**. Per SB 440 if a college has an AA or AS degree where there is an TMC the college is required by law to develop an ADT. Many colleges are out of compliance because the unit count goes over the 60-unit limit. We would now join their ranks.

~~New Program~~-Associate in Science for Transfer *Active* Physics

Major Program Modification-Associate in Arts *Draft* Physics

Major Program Modification-Associate in Science for Transfer *Draft* Physics

New Program-Associate in Science *Draft* STEM

COMMITTEE ACTION: A motion was made to table PHYS 161. (M/S/P B. Youngblood/D. Mitchem).

Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, T. Passage, A. Keiser, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:

VII. Agenda Item: First Readings.

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
New Course	ENGL 150	Asian American Literature Justification: The Asian American Literature course will support both the English Department and Ethnic Studies program, providing students with the opportunity to explore diverse stories, which will increase overall empathy of different cultures, improve racial representation on campus and create awareness of varied perspectives. Prerequisite: ENGL 101 DE	3.000

		<p>AHC GE 2A Social Science CSU GE A1 Oral Communication CSU GE A2 Written Communication CSU GE A3 Critical Thinking CSU GE C2 Humanities CSU GE F Ethnic Studies - IGETC 3B Humanities IGETC 4C Ethnic Studies AHC MCGC</p>	
Course Review	BIOL 132	<p>Marine Biology Justification: A course review is being completed that included updating textbook information, course content, student learning outcomes, and objectives.</p> <p>COMMITTEE RECOMMENDATIONS: add outside assignments, complete GE review per course review process,</p>	4.000
	GEOG 101	<p>Physical Geography Justification: Course Review. Changes made: completed fields in the Attributes screen, updated texts, and updated the fields in the Distance Education screen. Advisory: ENGL 101</p>	3.000
Minor Modifications (course review)	CHEM 120	<p>Introductory Chemistry Justification: The P/NP option is being added to help students navigate through the curriculum without concern of affecting their GPA. Additionally, the math prerequisites currently applied to this course are no longer being offered due to current legislation and must be changed to advisories. Advisory: MATH 311 or Elementary Algebra or higher or</p> <p>COMMITTEE RECOMMENDATIONS: notify department of scheduling plan for MATH 311.</p>	4.000
	CHEM 150	<p>General Chemistry 1 Justification: The math prerequisites currently applied to this course are no longer being offered due to current legislation and must be changed to advisories. Advisory: MATH 331 or Intermediate Algebra or higher or</p> <p>COMMITTEE RECOMMENDATIONS: notify department of scheduling plan for MATH 311.</p>	5.000
Major Modification (course review)	CHEM 140	<p>Introduction to Organic and Biochemistry Justification: Updating this course to meet the C-ID requirements for C-ID CHEM102:Introduction to Organic and Biochemistry - see attached C-ID CHEM 102 course descriptor.</p>	4.000

New Noncredit Courses	BASK 7200	Library Skills Justification: This noncredit lab course will teach students how to navigate the academic library, how to seek out research counsel from librarians and other library staff and how to evaluate the credibility of information sources. Students will also learn general library etiquette and library research skills. This course allows access to the open access digital resources of the library.	
	HLTH 7001	Personal Care Attendant I DE SYNC Justification: The personal care attendant course is designed to meet the increasing demands of an aging population in the community. Serving Consumers with complex needs require certain skills, good judgment, and personal accountability. This course will provide the student with the ability to provide the duties of the personal care attendant for clients in various settings. The modules address knowledge, attitudes and skills, including infection control, body mechanics, body systems, and common diseases. The student will be able to assist in the care of elders in the community, respect cultural differences, and learn effective communication skills. Corequisite: HLTH 7002	32.000-36.000
	HLTH 7002	Personal Care Attendant II Justification: The personal care attendant course is designed to meet the increasing demands of an aging population in the community. Se Serving consumers with complex needs requires certain skills, good judgement, and personal accountability. This course will provide the student with the ability to provide the duties of the personal care attendant for clients in various settings. The modules address knowledge, attitudes and skills, including infection control, body mechanics, body systems, and activities of daily living (ADLs). The student will be able to assist in the care of elders in the community, respect cultural differences, and learn effective communication skills.	16.000-18.000
New Noncredit Program	Health Sciences	Patient Care Attendant Certificate of Completion COMMITTEE RECOMMENDATION: attach LMI data demonstrating high employment potential.	48.000-54.000
New Noncredit Courses	NESL 310	Reading Skills and Strategies Justification: In compliance with AB 705, high school graduates may not take a credit ESL or English course below transfer level. This course mirrors our ESL 310 Reading Skills and Strategies to provide instruction to those ESL high	43.000-48.000

		<p>school graduate students who may not feel prepared to take English 101.</p> <p>Catalog Description: This course is not open to students who are enrolled in or have received credit for ESL 310, ENGL 312 or READ 310. This is a mirrored course; it is offered at the same time and place as the credit course.</p> <p>COMMITTEE RECOMMENDATIONS: 300-level courses are reserved for credit-degree applicable courses</p>	
	NESL 537	<p>Intermediate Reading for ESL DE SYNC ONLY</p> <p>Justification: Due to AB 705 legislation, this mirrored noncredit course is linked to its credit counterpart. This course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to ENGL 101.</p>	80.000-90.000
	NESL 538	<p>Intermediate Writing for ESL DE SYNC ONLY</p> <p>Justification: Due to AB 705 legislation, this mirrored noncredit course is linked to its credit counterpart. This course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to ENGL 101.</p>	80.000-90.000
	NESL 540	<p>Advanced Reading for ESL DE SYNC ONLY</p> <p>Justification: Due to AB 705 legislation, this mirrored noncredit course is linked to its counterpart (ESL 540). This course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to enrolling in ENGL 101.</p>	80.000-90.000
	NESL 541	<p>Advanced Writing for ESL DE SYNC ONLY</p> <p>Due to AB 705 legislation, this mirrored noncredit course is linked to its counterpart (ESL 541). This course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to enrolling in ENGL 101.</p>	80.000-90.000
	NESL 543	<p>Intermediate Conversation for ESL ERT</p> <p>Justification: Due to AB 705, this mirrored course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to ENGL 101.</p>	48.000-54.000
	NESL 544	<p>Advanced Conversation for ESL ERT</p> <p>Justification: Due to AB 705, this mirrored course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to ENGL 101.</p>	48.000-54.000

	NESL 555	Pronunciation for ESL ERT Justification: Due to AB 705, this mirrored course will allow students with high school diplomas or GEDs from the U.S. to improve their language skills prior to ENGL 101.	48.000-54.000
Modify Noncredit Course	VOCE 7502	Intro to Tax Preparation Justification: DE SYNC ONLY conversion. Update course. Term offering. Clarify in-class activities.	19.000
	VOCE 7503	Intro to Tax Prep Software Justification: DE SYNC ONLY . Update course. Term offering. Clarify in-class activities.	8.000
	VOCE 7622	Green Gardening: Beginning Justification: DE SYNC ONLY . Update course. Term offering. Modify SLOs. Clarify in-class activities.	25.000
	VOCE 7623	Green Gardening: Advanced Justification: DE SYNC ONLY . Update course. Term offering. Modify SLOs. Clarify in-class activities.	25.000
Major Noncredit Program Modification		Advanced ESL Certificate of Competency Justification: The program is modified to include the new noncredit mirrored courses.	120.000-390.000
COMMITTEE ACTION	A motion was made to recommend 1 st readings for consideration. (M/S/P D. Mitchem/A. Keiser). Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, A. Keiser, T. Passage, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:		

VIII. Public Remarks

The section of the agenda is intended for members of the public to address the committee on items involving curriculum development and approval. Time limits and procedures to address the committee apply to this part of the agenda. Public comment not pertaining to specific agenda items is welcome under this section as well. When public remarks are completed regarding a specific agenda item, discussion is then confined to committee members only. This practice is in accordance with the Brown Act.

IX. Agenda Item: Second Readings

Proposal Type	Prefix & Number	Course/Program Title	Units/Hours
New Course	FASH 149	Cooperative Work Experience: OCCUPATIONAL Justification: Work experience improves student's basic work skills and professional competencies by creating career awareness, improving habits, and fostering positive workplace habits. DE Request NOTE: CWE offerings have unit sliding scale for paid and unpaid hours.	1.000 to 8.000
	INTD 149	Cooperative Work Experience: OCCUPATIONAL Justification: Work experience improves student's basic work skills and professional competencies by creating career awareness, improving habits, and fostering positive workplace habits. DE Request. NOTE: CWE offerings have unit sliding scale for paid and unpaid hours.	1.000 to 8.000

New Course	VT 102	Intro to Animal Feed and Nutrition Justification: Cal Poly has approached AHC suggesting that an animal feeding and nutrition course be established to serve animal science transfer students and provide a second articulated major course for the pathway (in addition to AHC AG 152). Additionally, this course is needed for veterinary technology students who will benefit from this content that is pertinent to animal health. Course in Programs: Veterinary Technology - Certificate of Achievement (In Review)	3.000
	VT 308	Intro Clinical Lab Techniques Justification: This course will provide introductory academic experiences that are necessary to form foundational clinical laboratory skills in the veterinary setting. Course in Programs: Veterinary Technology - Certificate of Achievement (In Review)	3.000
Major Modification	ECS 115	Infant/Toddler Care and Education Justification: Add prerequisite of ECS 151 . Update text.	3.000
Noncredit Course Modification	OLDR 7214	Ceramics 1 Justification: This is a DE SYNC ONLY conversion proposal. The course meets a need in the older adult community to explore Creative Expression classes. Community Education offers a series of creative expression classes, and this course would fit in neatly with these. This course would also serve the need of providing older adults with an opportunity to improve their physical/mental health, reduce stress, be creative, enhance mental acuity, maintain fine motor skills, and be part of the college community.	96.000 – 108.000
	OLDR 7215	Mixed Media 1 Justification: same as above. DE SYNC ONLY conversion	96.000 – 100.00
	OLDR 7216	Ceramics 2 Justification: same as above. DE SYNC ONLY conversion	96.000 – 108.000
	OLDR 7400	Mixed Ensemble Justification: Same as above. DE SYNC ONLY conversion	64.000 – 72.000
COMMITTEE ACTION	A motion was made to recommend 2nd ^t readings for adoption. (M/S/P D. Mitchem/B. Youngblood). Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, A. Keiser, T. Passage, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:0		

X. Agenda Item: Request for Distance Education

DE Type	Prefix & Number	Course Title
DE	FASH 149	Cooperative Work Experience: OCCUPATIONAL
DE	INTD 149	Cooperative Work Experience: OCCUPATIONAL
DE SYNC ONLY	OLDR 7214	Ceramics 1
DE SYNC ONLY	OLDR 7215	Mixed Media 1

DE SYNC ONLY	OLDR 7216	Ceramics 2
DE SYNC ONLY	OLDR 7400	Mixed Ensemble
COMMITTEE ACTION:	A motion was made to recommend DE requests for adoption. (M/S/P Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, A. Keiser, B. Youngblood, D. Mitchem, T. Passage, T. VanderMolen. Noes: 0. Abstain:	
COMMITTEE ACTION	A motion was made to recommend 2nd ^t readings for adoption. (M/S/P D. Mitchem/S. Bates). Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, A. Keiser, T. Passage, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:0	

XI. Agenda Item: New/Modified Requisites

Prefix & Number	Course Title	Requisites
MT 110	CNC G Code	NEW: Prerequisite: MT 109. Formerly: Advisory. Missed from 02-03-2022.
AJ 104	Legal Aspects of Evidence	Remove: Advisory ENGL 514
AJ 130	Intro to Corrections	Remove: Advisory ENGL 514
ECS 115	Infant/Toddler Care and Education	NEW: Prerequisite of ECS 151
COMMITTEE ACTION	A motion was made to recommend 2nd ^t readings for adoption. (M/S/P D. Mitchem/S. Bates). Yes: C. Bisson, B. Darwin, S. Anderson, S. Bates, M. Nelson, J. Gerrity, A. Keiser, T. Passage, B. Youngblood, D. Mitchem, T. VanderMolen. Noes: 0. Abstain:0	

XII. Agenda Item: Noncredit (Community Education) Approval Process



Proposed workflow and approval process for noncredit courses and programs.

- **Noncredit Dean** – academic dean of community education that includes noncredit courses and programs.
- **Noncredit Representative** – noncredit faculty who reviews noncredit proposals
- **Discipline Faculty** – discipline experts of discipline-specific noncredit courses and programs.
- **Discipline Chair** – Chair of the department that shares discipline expertise with the noncredit faculty.
- **Noncredit Coordinator** – coordinates all noncredit courses. Collaborates with respective department/s on discipline-specific noncredit courses and programs.

The redundancy in the levels of approval ensures faculty involvement, dean review and support, and coordinator management of noncredit curriculum.

XIII. Reports

- a. AP&P Representatives
- b. AP&P Vice Chair / TRC Chair
- c. AP&P Chair
- d. Administration
- e. Admissions and Records
- f. Counseling/Matriculation
- g. Articulation
- h. CurriQunet & Support

XIV. Call for Future Agenda Items.

XV. Call to Adjourn