

# Academic Policy & Planning Committee Agenda

## Meeting: Thursday February 2, 2017 in B-100 at 2:00 PM

### VOTING MEMBERS (14)

Chair – Larry Manalo Jr.  
 Vice-Chair – David DeGroot  
 Applied Behavioral Sciences – Christine Bisson  
 Business –  
 Counseling – Lydia Maxwell  
 English – Denize Cain  
 Fine Arts – Christopher Hite  
 Kinesiology, Rec & Athletics – Sheri Bates  
 Health Sciences – Mary Pat Nelson

Industrial Technology – Gabriel Marquez  
 Academic/Student Affairs – Kathy Headtke  
 Languages & Communication – Andrea Sanders  
 Life and Physical Sciences – Rob Lennihan  
 Mathematics Sciences – Derek Mitchem  
 Public Safety – Kristy Treur  
 Social & Behavioral Sciences – Tom VanderMolen  
 Student Representative – Allie Shea

### NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres  
 VP, Academic Affairs – George Railey  
 Admissions & Records – Janet Hooghuis and Betsy Wilcox  
 Articulation – David DeGroot  
 Community Education – Vacant

### OTHER

Past Chair –  
 Part-Time Faculty Union – Danielle Blanchard

### STANDING INVITEES

Dean, Academic Affairs – Margaret Lau  
 Dean, Academic Affairs – Richard Mahon  
 Dean, Academic Affairs – David Humphreys  
 Dean, Student Services – Robert Parisi  
 Dean, Academic Affairs – Sofia Ramirez Gelpi

Dean, Matriculation/Counseling – Yvonne Teniente  
 Dean, Extended Campus – Rick Rantz  
 Associate Dean/Athletic Director – Kim Ensing  
 Associate Dean/PCPA Director – Mark Booher

### LEGEND

I = Initiator  
 R = A&P Department Representative  
 Lec = Lecture Units  
 Lab = Laboratory Units  
 CO = Chancellor's Office

**Mission of the College:** Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.

**Duties of the Committee:** The AP&P Committee:

- guides the development of curriculum and encourages creativity, flexibility, and innovation in curriculum development. It is a multidisciplinary committee and must have the broadest of academic perspectives.
- is charged with the vigilant oversight of all of the college's curricula including the review, approval, and renewal of sound curriculum. Upon approval, the AP&P Committee shall offer its recommendations to the Academic Senate and Board of Trustees.
- certifies academic rigor, academic quality, academic integrity, and adherence to standards and regulations provided in Education Code and Title 5.
- refers curriculum matters beyond the scope of its normal business to the Academic Senate.
- examines, researches, and analyzes the issues presented for program vitality, and prepares a report with recommendations for consideration to the Academic Senate. The recommendations will be presented to the Senate Executive Committee and the Academic Senate.

**Approval of Minutes:** Nov 17, 2016.

**Approval of the Agenda:**

**Consent Items:**

Proposal Type	Prefix & Number	Course Title (Units)	Comments
Course Review	EMS 130	Principles of Emergency Management (Lec 3) Rationale: Update course outline via course review for accreditation list.	I: Michael Messina R: K Treur
Course Review	FILM 111	Intermediate Motion Picture and Video Production (Lec 3/ Lab 1) P: FILM 110 Rationale: Textbook addition	I: Christopher Hite R: C Hite
Corrections	GRPH 108	Design 1 On the Computer (Lec 2/Lab 1) Rationale: There are 3 corrections and 1 modification. The modification is specific to the types computer applications actually used in this course.	I: Mary Jo Ward R: C Hite  Textbook: 1996 Harvey – no later edition available. Label as classic.
Textbook Change	NURS 416	Certified Home Health Aide (Lec 1.5/Lab 0.5) P: NURS 400 or NURS 300 or proof of current CNA certificate A: MA 305 LOE: Completion of admission packet	I: M P Nelson R: N P Nelson  Review the Entrance Skills for prerequisites and advisories.

**First Reading:**

<b>Proposal Type</b>	<b>Prefix &amp; Number</b>	<b>Course/Program Title (units)</b>	<b>Comments</b>
Major Modification	AG 105	Wine Marketing and Sales (Lec 3) Rationale: Enter Student Learning Outcomes and introduce text.	I: Alfredo Koch R: R Lennihan
Course Review Major Modification	AG 106	Winery and Vineyard Financial Management (Lec 3) A: ACCT 130 Rationale: Title, contents, objectives, outside assignments modified.	I: Alfredo Koch R: R Lennihan
Major Modification	AG 114	Wine Business (Lec 3) Rationale: Updating course outline per course review; advisory. Add text and update distance learning information.	I: Alfredo Koch R: R Lennihan
Major Modification	AG 303	European Wine and Food (Lec 0.5) LOE: Must be 21 years or older Rationale: Modify inappropriate prerequisites and update title.	I: Alfredo Koch R: R Lennihan
Course Review Major Modification	FILM 101	Film as Art and Communication (Lec 2.5/Lab 0.5)	I: Tim Webb R: C Hite  Address DL accommodations for Disabled Students
Course Review Major Modification	FILM 103	Contemporary Latin American Film (Lec 2.5/Lab 0.5)	I: Tim Webb R: C Hite  Address missing DL components
Course Review Major Modification	FT 341	Fire Hydraulics (Lec 3) P: California State Fire Training Certification standards require candidate to have met educational requirements for Fire Fighter I prior to Company Officer (Level I and II) certification or equivalent. NOTE: Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will grant equivalency for licensure or employment eligibility. Repeatable Rationale: Update course outline per course review.	I: Doug Dickson R: K Treur  Clarify language on prerequisites. Textbook: 1972.
Major Modification	GEOL 189	Independent Projects in Geology (Lab 1) Rationale: As part of GEOL/PHSC Program	I: Robert Meyer R: R Lennihan  Opt for changing the units to a range
New Course Non-credit	VOCE 7204B	Phonetography Contact Hours: 24-32 hours Repeatable 99 Rationale: This course meets student request for a short-term class teaching students how to take photos with their phones and use the appropriate apps to edit the photos. This course will become part of a noncredit vocational photography certificate. Demand: Students made this request in Community Education's program review surveys.	I: Elaine Healy
New Program	Fine Arts	Theatre Arts	I: Michael Dempsey

	<p>Associate in Arts for Transfer</p> <p>AA in Theatre Arts for Transfer: 18 Total Major Units: 60</p> <p>Rationale: In the fall of 2015 surveying students enrolled in DRMA 103; Introduction to Theatre and DRMA 104; Introduction to Acting, 15 students declared a Drama Arts or Theatre major. These 15 students were not part of the vocational academe programs offered by AHC. Allan Hancock College is one of the few community colleges in the state not offering an Associate in Theatre Arts degree. Acceptance and participation in Allan Hancock Colleges two vocational certificate programs in Theatre is not guaranteed to all applicants and neither are degree granting programs.</p>	R: C Hite
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**Second Reading:** None

**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.

**Action Item:** Implementation of META, new version of CNET

**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. CurricUNET & Support

**Call for Future Agenda Items**

**Call to Adjourn.**

**Next Meetings:**

TRC Meeting: Thursday, Feb 9, 2017, B-100, 2:00 – 4:00 PM

AP&P Committee Meeting: Thursday, Feb 16, 2017, B-100, 2:00 – 4:00 PM

AP&P Agendas and Minutes can be found in “quick links” on the college website: <http://www.hancockcollege.edu/app/meetings.php>