

Academic Policy & Planning Committee Agenda

Meeting: Thursday October 27, 2016 in B-100 at 2:00 PM

VOTING MEMBERS (14)

Chair – Larry Manalo Jr.
 Vice-Chair – David DeGroot
 Applied Behavioral Sciences – Christine Bisson
 Business – Anne Creमारosa
 Counseling – Lydia Maxwell
 English – Denize Cain
 Fine Arts – Tim Webb
 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 – N/A
 Part-Time Faculty Union – Danielle Blanchard

STANDING INVITEES

Dean, Academic Affairs – Margaret Lau
 Dean, Academic Affairs – Richard Mahon
 Dean, Academic Affairs – Nancy Meddings
 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 Oct 20, 2016.

Approval of the Agenda

Action Item: BP/AP 4100 Graduation Requirements (15 minutes)

Action Item: Accreditation Recommendations on Review of Course Outlines of Record: Next Steps (10 minutes)

Consent Items:

Proposal Type	Prefix & Number	Course Title (Units)	Comments
Textbook Change	ECS 150	Administration II: Personnel and Leadership in Early Childhood Education (Lec 3) P: ECS 106 A: ENGL 513	Need: a newer edition. The COR indicates 2004 and 2002.
Course Drop	FT 321	Fire Command 1B (Lec 2) P: FT 320	I: Doug Dickson Rationale: The course is no longer offered.
Course Drop	FT 325	Instructor Training 1B (Lec 2)	
Course Drop	FT 326	Fire Management 1 (Lec 2)	I: Doug Dickson Rationale: The course is no longer offered.
Course Drop	FT 332	Command 1C (Lec 2.5)	I: Doug Dickson Rationale: The course is no longer offered.
Course Drop	LE 322	Basic Law Enforcement Academy 1B (?)	I: Ken George

			Rationale: The course is no longer offered.
Course Drop	LE 358	Drug Abuse Recognition (Lec 1)	I: Larry Ralston Rationale: The course is no longer offered.
Course Drop	LE 379A	Training Management Update (Lec 1.5)	I: Larry Ralston Rationale: The course is no longer offered.
Course Drop	LE 379B	LE Agency EVOG Training (Lab 0.5)	I: Ken George Rationale: The course is no longer offered.
Textbook Change	MA 355	MA Pharmacology (Lec 2/Lab 2)	I: S Reardon R: M P Nelson
Textbook Change	PHTO 110	Basic Photography (Lec 2/Lab 1)	I: David Passage R: T Webb
Textbook Change	PHTO 120	Materials and Processes (Lec 2/Lab 1)	
Textbook Change	PHTO 130	Advanced Black and White Photography (Lec 2/Lab 1)	
Textbook Change	PHTO 150	Introduction to Commercial Photography (Lec 1/Lab 0.5)	
Textbook Change	PHTO 170	Digital Photography (Lec 2/Lab 1)	
Textbook Change	PHTO 179A	Intro to View Camera (Lec 2/Lab 1)	
Textbook Change	PHTO 179B	Photojournalism (Lec 2) A: PHTO 110	
New Course	THEA 199I	Exploration of Beauty and the Beast Through Newsies (Lab 3)	
DL Update	NESL 7007	Introduction to English D1 Contact Hours: 90.00-102.00	I: Andria Keiser The DL documentation was overlooked in the original proposal approval on 02/22/2016. The course had two readings.
Technical Change per Chancellor's Office Recommendation	THEA	Design/Technical Theatre Certificate of Achievement Current Catalog: 64.5 units Adjusted: 64.5-74 units	The CO indicated that it is a variable unit program instead of a fixed-unit program. The CO recommended the use of a range of units to indicate the total number of units for the program. This would account for the variable units in the selected units (0.5 to 10 units). The adjusted program units would be 64.5-74 units.

First Reading

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Course Review	ENVT 151	Hazardous Materials-Site Supervisor (Lec 1) Repeat: 99	I: K Treur R: K Treur Rationale: Course review.
Course Review	ENVT 152	Identification and Assessment of Hazardous Materials (Lec 3)	
Course Review	ENVT 153	Industrial Safety (Lec 1)	
Course Review	ENVT 154	Monitoring and Sampling (Lec 2)	
Course Review	ENVT 155	Respiratory Protection-Administration (Lec 0.5)	
Course Review	ENVT 157	First Aid for HAZMAT Workers (Lec 1.5)	
Course Review	ENVT 158	Hazardous Waste Minimization and Emissions Reduction (Lec 1.5)	
Course Review	ENVT 159	Hazardous Materials and Hazardous Waste Permitting (Lec 1)	
Course Review	ENVT 160	Air and Water Pollution Permitting Compliance (Lec 2)	

New Course	FT 333A	Company Officer 2A – Human Resource Management (Lec 2)	I K Treur R K Treur
Course Review	FT 333B	Company Officer 1B (Lec 1)	I: Doug Dickson R: K Treur
Course Review	FT 346	Driver Operator 1B (Lec 2)	I: Doug Dickson R K Treur

Second Reading:

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
New Course	AG 161	Introduction to Plant Science (Lec 3)	Need: GE documentation.
Major Modification	ESL 555	ESL: Pronunciation Skills (Lec 3)	
Major Modification	VOCE 7201B	Digital Photography Level 1 Contact Hours: 24.00-32.00 Repeat: 99	
Major Modification	BUS 393	Business Report Writing (Lec 0.5)	“There is no pre-requisite needed for this eight hour Saturday course. It is just a feeder course to get people ready to take a full semester course. It is a 300 level eight-hour course. There is no need for an advisory. All are welcome.”

Sunset Proposals. The courses are listed based on the order by which the courses were scanned.

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
First Appearance			
Retain the Course	ART 131	Portraits	“We think that the course content has a strong relationship to other courses like Drawing I, Life Drawing, and...”
Should not be on the sunset list	ART 146	Painting in Acrylics 3	Successfully offered in Fall 2016. I: D West
Should not be on the sunset list	DRMA 124	Stagecraft	The course is being offered in Spring 2017. I: M Dempsey
Should not be on the sunset list	FILM 118	3D Computer Animation 2	The course will be offered in Fall 2017.
Retain the Course	GEOG 110	Introduction to Meteorology (4)	The course needs the course title changed along with curriculum changes that include broadening beyond meteorology into climatology. I: Chris Straub
Retain the Course	GRPH 127	History of Graphic Design	The course will be offered again during the upcoming Spring, Summer, and/or Fall semesters. The course is currently being vetted as part of the Graphics Transfer degree and is required course at CSUs who offer a degree in Graphic Design. I: Nancy J Ward R: T Webb

Retain the Course	WLDT 333	Welding Certification SMAW	The course will be offered during the upcoming Spring, Summer, and/or Fall terms. The course will give our students an opportunity to acquire industry specific certification. I: G Marquez R: G Marquez
Retain the Course	WLDT 334	Welding Certificate GMAW	The course will be offered during the upcoming Spring, Summer, and/or Fall terms. The course will give our students an opportunity to acquire industry specific certification. I: G Marquez R: G Marquez
Second Appearance			
Retain the Course	DANC 172	Beginning Ballroom Dance (Lab 0.5) Repeat: 3	Rationale: With the loss of our full-time instructor, Larissa Nazarenko, there has been no instructor qualified to teach the class. Dance is in the process of hiring a new full-time instructor who will have these qualifications. COR attached. I: D McMahan
Retain the Course	DANC 174	Intermediate Ballroom (Lab 0.5) Repeat: 3 A: Dance 172	Rationale: as above. I: D McMahan
Retain the Course	DANC 178	Intermediate Social Dance (Lab 0.5) Repeat: 3 A: Dance 175	Rationale: as above. I: D McMahan
Should not be on the sunset list	DANC 168	Clinic in Stretch	Offered: Summer 2015 I: D McMahan
Should not be on the sunset list	DANC 153	Intermediate Tap	It is currently in the Spring 2017 schedule. Dance has offered Tap one every semester and now have sufficient students to fill the class. I: D McMahan
Should not be on the sunset list	DANC 138	Intermediate Hip Hop Dance	Successful Spring 2016 I: D McMahan
Should not be on the sunset list	DANC 164	Clinic in Modern Dance	Successful Spring 2016 I: D McMahan
Retain the Course	DANC 154	Pointe and Partnering Clinic (Lec 0.5/Lab 0.5) Repeat: 3 A: DANC 121	Currently, the dance program is under course review and wants to retain the course and change the title from Pointe and Partnering to "Partnering". I: D McMahan
Should not be on the sunset list	DANC 162	Clinic in Jazz (Lab 0.5)	Successful Spring 2016 I: D McMahan
Retain the Course	DANC 167	Clinic in Intermediate Tap (Lab 0.5) Repeat: 3 A: DANC 151 or DANC 152	With DANC 153 being offered in Spring 2017, it is now

			appropriate to offer DANC 167 in Summer 2017. I: D McMahon
Retain the Course	WLDT 318	Welding and Metal Sculptures	It was last successfully offered on Fall 2006. The course would be offered in Spring, Summer, and/or Fall semester. I: G Marquez
Request to Drop or Sunset a Course			
Sunset	MUS 150	Instrumental Ensemble (1)	Insufficient enrollment. The course was meant for strings and we have no strings program. There is no alternative course. I: A Lucas
Sunset	FILM 112	Studio Production (2)	Low enrollment creates staffing difficulties.
Drop	ART 128	Painting in Watercolor 2 (3)	There is no alternative course. I: P Trimbath
Drop	ART 127	Painting in Watercolor 1 (3)	There is no alternative course. I: P Trimbath
Drop	ART 132	Landscape (1.5)	Low enrollment creates scheduling and hiring difficulties for instructional staff. I: P Trimbath
Drop	DRMA 114	Intro Theatre Laboratory (1)	Still includes "Prerequisite: Completion of the program application and procedures for enrollment" which is not applicable. I: Roger DeLaurier
Drop	DRMA 122	Stage Management (2)	I: Roger DeLaurier
Sunset	DRMA 312	Advanced Summer Touring Rep Production (10)	The course is replaced in the current curriculum. I: R DeLaurier
Sunset	DRMA 311	Intermediate Summer Touring Rep Production (10)	The course is replaced in the current curriculum. I: R DeLaurier
Sunset	DRMA 304	Advanced Prep for Theatre Production (1)	The course is replaced in the current curriculum. I: R DeLaurier
Sunset	DRMA 302	Internship in Technical Theatre (6)	The course is replaced in the current curriculum. I: R DeLaurier
Sunset	DRMA 301	Actors Ensemble (6)	The course is replaced in the current curriculum. I: R DeLaurier

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.

Reports

- a. AP&P Representatives
- b. AP&P Vice 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:

AP&P Committee: Thursday, Nov 3, 2016, 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>