

Academic Policy & Planning Committee Meeting Minutes

Meeting: Thursday April 25, 2019 in M-116 at 2:00 PM

VOTING MEMBERS (15)		NON-VOTING MEMBERS
X Chair – Larry Manalo Jr.	Industrial Technology – Patrick McGuire	X Curriculum Specialist – Rebecca Andres
Applied Behavioral Sciences – C. Bisson	X Academic/Student Affairs – Kellye Cohn	VP, Academic Affairs – Robert Curry
X Business – Brent Darwin	Languages & Communication – Andrea Sanders	Admissions & Records – J. Cabanas and
X Counseling – Lydia Maxwell	Life and Physical Sciences – Wendy Hadley	Stephen Bernardo
X English – Kate Adams	X Mathematics Sciences – Derek Mitchem	Vice-Chair /Articulation – David DeGroot
X Fine Arts – Adrienne Allebe (late)	X Public Safety – Kristy Treur	X Community Education – K. Beckelhymmer
X Kinesiology, Rec & Athletics – Sheri Bates	X Social & Behavioral Sciences – Tom VanderMolen	Part-Time Faculty Union – Jim Houlis
X Health Sciences – Mary Pat Nelson	Student Representative – Vacant	
STANDING INVITEES		GUESTS
Dean, Academic Affairs – Margaret Lau	Dean, Matriculation/Counseling – Y. Teniente	
Dean, Academic Affairs – Richard Mahon	Dean, Extended Campus – Rick Rantz	
Dean, Academic Affairs – Mary Patrick	Associate Dean/Athletic Director – Kim Ensing	
Dean, Student Services – Robert Parisi	Associate Dean/PCPA Director – Mark Booher	
Dean, Academic Affairs – S. Ramirez Gelpi		

Approval of Minutes: Mar 28, 2019 and Apr 11, 2019

COMMITTEE ACTIONS:

A motion was made to approve the minutes of the March 28, 2019 meeting as distributed. (M/S/P: Maxwell/Mitchem)

Yes: B. Darwin, L. Maxwell, K. Adams, S. Bates, M. Nelson, K. Cohn, D. Mitchem, K. Treur, T. VanderMolen, No: 0.

Abstentions: 0.

A motion was made to approve the minutes of the April 11, 2019 meeting as distributed. (M/S/P: Maxwell/Mitchem)

Yes: B. Darwin, L. Maxwell, K. Adams, S. Bates, M. Nelson, K. Cohn, D. Mitchem, T. VanderMolen, No: 0. Abstentions: K.

Treur.

Approval of the Agenda

COMMITTEE ACTION: A motion was made to approve the agenda with amendments. (M/S/P: Maxwell/Mitchem) Yes:

B. Darwin, L. Maxwell, K. Adams, S. Bates, M. Nelson, K. Cohn, D. Mitchem, K. Treur, T. VanderMolen, No: 0.

Abstentions: 0.

Chair Comments:

- Next Meeting: TRC Committee – 05/02/2019
- Next Meeting: AP&P Committee – 05/09/2019
- Summary Report
- Addiction Studies: Foundation – a proposal to correct the program courses is needed.
- Nominations
 - Nominations were opened for the position of AP&P Committee Chair: Larry Manalo stated his interest in continuing to serve as AP&P chair. No nominations were made.
 - Nominations were opened for the position of TRC chair (sub-committee of AP&): Dave DeGroot also has expressed interest in continuing to serve as TRC chair. No nominations were made.
- **COMMITTEE ACTIONS:** A motion was made for Larry Manalo to serve as AP&P Chair.(M/S/P: K. Adams / L. Maxwell) Yes:

Agenda Item 1: Math Graduation Requirement

The Mathematical Sciences department proposes the removal of "OPTION B" because the Accuplacer test is no longer used for math placement. This leaves one option for how the math competency requirement is met.

The Counseling Department completed research which shows that the math competency requirement has historically been met using a variety of options. Lydia Maxwell presented the findings, including a proposal to the math department's proposal (included as part of the meeting minutes). The departments, counseling and mathematics, will meet to discuss additional options for how students may meet the math competency requirement.

Consent Agenda

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Course Review	ATH 104	Care and Prevention of Athletic Injuries (3)	
Course Review	ATH 106	Orthopedic Injury Assess/Rehab (4) Prerequisite: ATH 104 Advisory: BIOL 124. ENGL 101.	
Corrections	ESL 538	Intermediate Writing for ESL (4)	Standardized language in the catalog description for the weekly lecture and laboratory hours is now consistent.
Corrections	ESL 541	Advanced Writing for ESL (4)	
Corrections	ESL 550	Fundamentals of Grammar (3)	
Corrections	ESL 551	Intermediate Grammar for ESL (3)	
Corrections	ESL 552	Advanced Grammar for ESL (3)	

First Reading

Proposal Type	Prefix & Number	Course/Program Title (units)	Rationale/Recommendations
Course Review	LE 424	PC 832 Arrest (2) LOE: Freedom from illness or disability that would prevent the student from safely performing the required arrest and control physical skills.	
Course Review	PE 128	Sport Psychology (3)	Updated College Now, program selection, GE Request, and textbook
Course Review	RVT	The course prefix for veterinary technology discipline is being changed to VT from RVT (registered veterinary technology) to align with the modified program title. The curriculum complies with the CA Veterinary Medical Board standards for the state board exams.	
	VT 300	Introduction to Veterinary Technology (2) Advisory: ENGL 101	Modifications: Updates and edits on catalog description, course offering, NEW advisory, content, objectives, methods of instruction, assignments, and evaluation

Course Review	VT 301	Veterinary Anatomy, Physiology, and Terminology (3) Prerequisite: BIOL 100, CHEM 120, LOE: Acceptance into the Veterinary Technology program.	NEW: Advisory: ENGLISH 101, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text.
Course Review	VT 302	Veterinary Office Procedures (2) Advisory: ENGL 101 LOE: Acceptance into VT Program	
Course Review	VT 303	Veterinary Pharmacology (2) LOE: Acceptance into the VT Program Advisory: ENGL 101 Prerequisite: BIOL 100 LOE: Acceptance into the VT Program.	Modifications: New advisory, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text.
Course Review	VT 304	Clinical Pathology and Microbiology (3)	Modifications: New advisory, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text (2015).
Course Review	VT 305	Medical Nursing & Animal Care (4) Prerequisite: RVT 301 or VT 301 Advisory: ENGL 101 LOE: Acceptance into VT Program	Modifications: Prefix, new advisory, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text.
Course Review	VT 306	Surgical Nursing & Dentistry (4) LOE: Acceptance in VT Program Prerequisite: RVT 301 Advisory: ENGL 101	Modifications: Prefix, new advisory, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text.
Course Review	VT 307	Veterinary Radiology and Radiation Safety (2) LOE: Admittance to VT Program Advisory: ENGL 101	Modifications: Prefix, new advisory, edits and updates in content, objectives, instruction methods, assignments, evaluation, and text (2014).
Noncredit Course Modification	BASK 7005	High School Equivalency Exam Preparation Hours: 96-108	Modification: Catalog Description. Course offering. Content. SLO. Objectives. Assignments. Texts. Evaluation.

Noncredit Course Modification	BASK 7013	High School Equivalency Exam Prep: Computer Skills Hours: 32-36	Justification: This revision changes the title and content from GED Test Prep to High School Equivalency Exam broadening the options for brands of tests available and opening pathways for accelerated success for students. Course content is being revised as part of including this course in a new noncredit Secondary Education/High School Equivalency Test Prep Certificate of Competency. Completion of the Certificate work prepares students for success in credit and academic programs, work, and life skills.
New Program	LE	Basic Law Enforcement Academy Certificate of Achievement Units	Justification: This new program will combine the pre-academy course with LE 320, or LE 321 and 322. The program will change from a certificate of accomplishment to a certificate of achievement. Recommendations: complete the Chancellor's Office narrative and other requirements for new CTE program.
NEW Noncredit Program	Noncredit Education	Secondary Education/High School Equivalency Exam Preparation Certificate of Competency Hours: 108-126 hours	Justification: This certificate will demonstrate achievement of competency in Secondary Education/High School Equivalency Exam Preparation. It creates an accelerated pathway for student success in academic, career, and life skills. It will prepare students for enrollment into Credit ESL Classes or other credit course work. Student surveys conducted during the North Santa Barbara County Consortium Planning Process indicated a strong desire by Basic Skills students to achieve their High School Diploma Equivalency. Eighty-Five percent of students selected this type of course work as "Desired classes for Goals". (Page 36. Figure 18)
Major Program Modification	AG	Agribusiness: Wine Business Associate in Science Units: 25	Justification: replace ACCT 130 with new ACCT 105
Package Course Drop	CBIS 343	Applied Project Management 1 (1.5)	Justification: the course has not been offered successfully.

		Advisory: Knowledge of current Windows operating system.	
Package Major Program Modification	CBIS	Information Architecture Certificate of Accomplishment Units: 16.5	The program must be proposed as a certificate of achievement due to number of units. Modification: Remove CBIS 343
Package Major Program Modification	CBIS	Office System Analysis Certificate of Accomplishment Units: 13.5	Modification: Remove CBIS 343
Major Program Modification	Film	Film and Video Production Associate in Science Units: 39	Justification: Modification separates our 101 courses from a choice of courses and makes it a mandatory component of the required units. Additionally, this modification places newly developed courses appropriately in required and selected units.
COMMITTEE ACTION:	A motion was made to recommend 1 st readings for consideration. (M/S/P: Mitchem/B. Darwin) Yes: B. Darwin, L. Maxwell, K. Adams, A. Allebe, S. Bates, M. Nelson, K. Cohn, D. Mitchem, K. Treur, T. VanderMolen, No: 0. Abstentions: 0.		

Information Item 1: Prerequisites, Corequisites, and Advisories and Limitations on Enrollment – Not discussed

Information Item 3: AB 705 – Ongoing – Not discussed

Public Remarks - None

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- None

Call for Future Agenda Items – Math competency requirement

Call to Adjourn – the meeting was adjourned at 4:00 pm

Counseling proposal:

Most community colleges have an alternate route for meeting competency in Math by accepting SAT, ACT, CLEP, AP or other test scores as well as using high school math courses. In addition, the college in the past has used a passing score on a local/homegrown Math proficiency test developed by the Mathematical Sciences Department. We propose the following:

Students will demonstrate competence in mathematics by meeting any one of the following standards:

A. Pass one of the following courses with a C or better: Math 309, Math 321, Math 331, Math 333/334 or any 100-level math course of at least three units.

B. Successful completion of Algebra 2 or MATH 3 (UC A-G course list) at a high school with a grade of 'C' or better.

C. Successful completion of Algebra 2 or higher at an accredited collegiate institution.

D. Minimum score on ACT of _____ or SAT of _____ or CLEP of _____ or score of 3 on AP Statistics or any of the AP Calculus exams.

E. Pass the AHC Mathematics Proficiency Test.