Academic Policy & Planning Committee Agenda

Meeting: Thursday September 1, 2016 in B-100 at 2:00 PM

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| **VOTING MEMBERS (14)** | NON-VOTING MEMBERS |
| Chair – Larry Manalo Jr.  | Industrial Technology – Gabriel Marquez | Curriculum Specialist – Rebecca Andres |
| Vice-Chair – TBD | Academic/Student Affairs – Kathy Headtke | VP, Academic Affairs – George Railey |
| Applied Social Sciences – Judith Dal Porto | Languages & Communication – Andrea Sanders | Admissions & Records – Janet Hooghuis |
| Business – Anne Cremarosa | Life and Physical Sciences – Rob Lennihan | Articulation – David DeGroot |
| Counseling – Lydia Maxwell | Mathematics Sciences – Derek Mitchem | Community Education – Vacant |
| English – Denize Cain | Public Safety – Kristy Treur  |  |
| Fine Arts – Tim Webb  | Social & Behavioral Sciences – Tom VanderMolen | **OTHER** |
| Kinesiology, Rec & Athletics – Sheri Bates | Student Representative – TBD | Past Chair – N/A |
| Health Sciences – Mary Pat Nelson |  | Part-Time Faculty Union – Danielle Blanchard |
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| **STANDING INVITEES** | **LEGEND** |
| Dean, Academic Affairs – Margaret Lau | Dean, Matriculation/Counseling – Yvonne Teniente | I = Initiator |
| Dean, Academic Affairs – Richard Mahon | Dean, Extended Campus – Rick Rantz | R = A&P Department Representative |
| Dean, Academic Affairs – Nancy Meddings | Associate Dean/Athletic Director – Kim Ensing | Lec = lecture hours |
| Dean, Student Services – Robert Parisi | Associate Dean/PCPA Director – Mark Booher | CO = Chancellor’s Office |
| Dean, Academic Affairs – Sofia Ramirez Gelpi |   |

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| **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 discontinuance, 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.
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**Approval of Minutes** February 25, 2016, March 3, 2016, andMay 12, 2016

**Approval of the Agenda**

**Approval of 2016-17 AP&P Calendar**

**Information Item:** College Now – Janet Hooghuis

**Nominations/Election of AP&P Vice-chair**

**Consent Items – AP&P Chair**

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| **Proposal Type** | **Prefix & Number** | **Course title (units)** | **Comments** |
| Textbook Change | NURS 311 | Medication Administration |  |
| Minor Modification | EL | Electronics Technology: MechatronicsCertificate of Achievement Course listing corrections due to recent sunset courses.  | Program adjustment to accommodate course drops  |
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**First Reading**

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| --- | --- | --- | --- |
| **Proposal Type** | **Prefix & Number** | **Course title (units)** | **Comments** |
| As new course proposals, the committee discusses the appropriateness of these courses with the mission of the college in addition to need / justification/ for new courses.  |
| Major Mod | DA 328 |  Pit and Fissure Sealants (Lec 0.5/Lab 0.5)LOE: Admittance to Dental Assisting Program |  I: Kathy JohnsonR: Mary Pat Nelson |
| Major Mod | DA 332 |  RDA Law and Ethics (Lec 0.5)LOE: Admittance to Dental Assisting Program | I: Kathy JohnsonR: Mary Pat Nelson |
| Minor Mod | ART 150 | Painting in Oils 3 (Lec 2/Lab 1)Prerequisite: ART 130 | I: Deborah WestR: Tim Webb |

**Second Reading**

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| **Proposal Type** | **Prefix & Number** | **Course title (units)** | **Action** |
| New Course | AG 330 | Harvest Bootcamp | I: Alfredo KochR: Robert Lennihan |
| C-ID /GE  | MUS 111 | Music Theory 1 (Lec 4)Align with C-ID: MUS 120 Align with C-ID: MUS 125Advisory: MUS 110 or the ability to read music | I: David BeckerR: Tim Webb |
| C-ID | MUS 112 | Music Theory 2 (Lec 4)Prerequisite: MUS 111Align with C-ID: MUS 130Align with C-ID: MUS 135 | I: David BeckerR: Tim Webb |
| C-ID  | MUS 113 | Music Theory 3 (Lec 4)Prerequisite: MUS 112Align with C-ID: MUS 140Align with C-ID: MUS 145 |
| C-ID  | MUS 114 | Music Theory 4 (Lec 4)Prerequisite: MUS 113Align with C-ID: MUS 130Align with C-ID: MUS 135 |
| Minor Modification | MUS 117 | Electronic Music MIDI Recording (Lec 2/Lab 1) \*This is grouped with the same initiator.  |
| Major Modification | MT 111 | CNC CAD/CAM (Lec 3/Lab 1)Advisory: MT 109  | I: Robert MabryR: Gabriel Marquez |
| Major Modification | MT 112 | CNC Multi-Axis (Lec 3/Lab 1)Advisory: MT 111 |
| Major Modification | MT 304 | Maintenance Awareness (Lec 2) |

**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**

* 1. AP&P Representatives
	2. AP&P Vice Chair
	3. AP&P Chair
	4. Administration
	5. Admissions and Records
	6. Counseling/Matriculation
	7. Articulation
	8. Curricunet & Support – CO New Program and Course Approval Handbook and Inventory System Update

 Meta Update

**Call for Future Agenda Items**

**Call to Adjourn**

**Next meeting**: Thursday, Sept, 8, 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>