

**Academic Policy & Planning Committee Meeting Agenda**  
**Thursday, Mar 6, 2025, 2:00 PM**  
**Location: Bldg A. Board Room.**

**VOTING MEMBERS (15)**

Applied Behavioral Sciences – Christine Bisson  
 Business – Brent Darwin  
 Counseling – Ricardo Navarette  
 English – Kacie Wills  
 Fine Arts – Shane Anderson  
 Kinesiology, Rec & Athletics – Patricia Koivisto  
 Health Sciences – Leanne Wolfram  
 Industrial Technology – Loren Bradbury

Academic/Student Affairs – Kerry Runkle  
 Languages & Communication – Andria Perdue Keiser  
 Life and Physical Sciences – Brian Youngblood  
 Mathematics Sciences – Chris Eachus  
 Public Safety – Kurt Kruse  
 Social & Behavioral Sciences – Lexy Conrad  
 Student Representative – Vacant

**NON-VOTING MEMBERS**

Chair – Larry Manalo Jr.  
 Vice chair/TRC/ Articulation - David DeGroot  
 VP, Academic Affairs – Robert Curry  
 Admissions & Records – Josie Cabanas and Luis Martinez  
 Noncredit Education – Andria Perdue Keiser  
 Curriculum Analyst – Vickey Smith and Curriculum Technician – Jay  
 Library – Susie Kopecky/ Trevor Passage

**STANDING INVITEES**

Dean, Academic Affairs – Thomas Lamica  
 Dean, Academic Affairs – Sean Abel/Richard Mahon  
 Dean, Academic Affairs – Mary Patrick  
 Dean, Matriculation/Counseling – Y. Teniente  
 Dean, Academic Affairs – Alicia Paniagua  
 Dean, Extended Campus – Rick Rantz

Associate Dean/ Public Safety Director – Mitch McCann  
 Associate Dean/Athletic Director – Kim Ensing  
 Associate Dean/PCPA Director – Mark Booher  
 Senate President – Alberto Restrepo  
 Schedule – Ricardo Lopez  
 Distance Education – Fred Patrick  
 Part-Time Faculty Union – Joan Bergstrom Smith

**GUESTS**

**I. Approval of Minutes:** Feb 20, 2025.

**II. Approval of the Agenda.** Include typographical corrections and sequence changes to accommodate guest presenters.

**III. Chair Comments**

- Summary Report: Apr 17, 2025. Senate: Apr 22, 2025. BOT: May 14, 2025.
- Next AP&P Committee Meeting: Apr 3, 2025.
- Next TRC Meeting: Mar 13, 2025.
- Course Outlines of Record: Assignments and Evaluations

**IV. Agenda Item: Request for Expedited Correction of Units and Hours**

Prefix & Number	Course Title	Units
LE 432	Probation Academy Justification: The number of weeks/hours was miscalculated, and an error was made about the total number of hours for the class. The course outline shows 200 hours of lecture and 72 hours lab. This is an error. It amounts to seven weeks of instruction. The correct number of hours should be 185 lectures and 15 hours lab (5 weeks). Since this was an error, is it possible to make a simple correction on the number of hours for the course to correct it without going through the normal Academic Senate and AP&P approval process? Unfortunately, if a correction in the number of hours can be made, it would need to be expedited as we have a commitment with 6 probation agencies to begin training in April 2025.	14.0?

## V. First Readings

### New Credit Courses

Prefix & Number	Course Title	Units
AJ 121	Ethical Reasoning in Criminal Justice Program Impact: Modern Policing (In progress).	3.0

### New Credit Program

Department	Program Title	Units
Counseling	CALGETC Certificate of Achievement Justification: The students will complete the Cal-GETC courses to meet the lower division course requirements of CSU or UC.	34-39

## VI. Deactivate Program

Department	Program Title	Units
Applied Behavioral Sciences	Early Childhood Studies: Elementary Education Associate in Science Certificate of Achievement Proposal Date: May 1, 2024. Thesa Roepke. Department Vote: Yes: 6. No: 0. Rationale: The program is no longer needed based on the creation of AAT Elementary Education approval and current offering.	70

Excerpt: AP 4021. Program Vitality

#### EXEMPTIONS FROM PROGRAM VITALITY REVIEW FOR PROGRAM DEACTIVATION

A formal Program Vitality review is not required for program deactivation if all of the following conditions are met:

The deactivation will have no significant impact on:

- The comprehensiveness and balance of offerings across the college curriculum and within the district
- The college's educational and budget-planning process
- Students, faculty, and staff
- Transfer opportunities to four-year colleges and universities.
- Local businesses and industries or the region as a whole

The proposed deactivation falls under one of these scenarios:

- **Replacement with Transfer Degree:** The existing curriculum review and approval process recommends archiving a local AA or AS degree in favor of a new AA-T or AS-T in the same discipline.
- **Faculty Determination:** Discipline faculty determines that a program of study is no longer relevant or viable and recommends archiving the program through the existing curriculum review and approval process.
- **Regulatory or Industry Changes:** Changes in legislative or industry requirements render the program noncompliant or irrelevant, as documented in the program review.

**Consensus Requirement:** If discipline faculty cannot reach a consensus regarding archiving the program, they may recommend a full Program Vitality review process.

## VII. Agenda Item: College Now and Concurrent Enrollment Course Attributes in CurriQunet.

[BP/AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students.](#)

**VIII. Information Item:** Credit for Prior Learning

[BP/AP 4235 Credit for Prior Learning](#)

[Palomar College Credit for Prior Learning](#)

Excerpt: AP 4235 Credit for Prior Learning

Students may demonstrate proficiency in a course eligible for Credit for Prior Learning and obtain subject and/or unit credit by one of the following methods:

1. Achievement of a score of 3 or higher on an Advanced Placement (AP) examination administered by the College Entrance Examination Board for general education subject and unit credit and course subject and unit credit as identified on the AHC AP Examination List.
2. Achievement of a score that qualifies for credit by examination in the College Level Examination Program (CLEP) for subject and unit credit as identified on the AHC CLEP Examination List.
3. Achievement of a score that qualifies for credit by examination in the International Baccalaureate Program (IB) for subject credit as identified on the AHC IB List.
4. Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the college catalog.
5. The passing of an examination administered by other agencies approved by the college.
6. Evaluation of Joint Services Transcripts (JST).
7. Evaluation of industry recognized credential documentation.
8. Evaluation of student-created portfolios.

Example:

NURS 117. MS: Introduction to Nursing Concepts.

Assessment Method: Credit by exam.

Pathway: Health and Public Services

Notes. Multi-process exam including skills and math proficiency. Military Challenge process:

<https://www.palomar.edu/nursing/challenge-advanced-placement-for-military-personnel-2/?hilite=military>

**IX. Information Item:** Program Proposals and Course Sequencing Requirements for COCI Submission

**X. Agenda Item:** Common Course Numbering Phase II and III.

**XI. Information Item:** Course Outline and Noncredit Grading Option: Satisfactory Progress

**XII. Information Item:** Inquiries and Answers to CurriQunet and COCI Submissions.

- When the course number, prefix, title, and/or units are changed, these are reflected in the program. These changes need to be included in a proposal for submission to the Chancellor’s Office Curriculum Inventory (COCI).

**XIII. 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 comments not pertaining to specific agenda items are 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.

**XIV. Information Item:** Technical Review Committee Assignments.

David DeGroot	Brent Darwin	Derek Mitchem	Curriculum Analyst (David DeGroot)	Andria Perdue Keiser
Counseling LDER, LS, PD, PROD  Social-Behave Sc	Business ACCT, BUS, CBIS, CBOT, ENTR, PLGL, RE	Fine Arts ART, DANC, DRMA, FILM, GRPH, MMAC, MUS, PHTO, THEA	Applied Behave Sci AJ, CA, ECS, EDUC, FCS, FSN  APRN	Community Ed Noncredit  English

<p>ANTH, ECON, ES, GEOG, GBST, HIST, HUM, HUSV, LGBT, PHIL, POLS, PSY, SOC</p> <p><b>Public Safety</b> EMS, FT, LE, WFT, WFTL, WFTO</p> <p><b>Health Sciences</b> DA, NURS, MA, MB, RT, HIT</p> <p><b>Kin, Rec, and Athletics</b> ATH, HED, PE, PEIA</p>	<p><b>Industrial Tech</b> AB, AT, EL, CEL, ENVT, ET, MT, WLDT, ARCH</p>	<p><b>Math Sciences</b> CS, MATH, ENGR, STEM</p> <p><b>Physical Sciences</b> AG, ASTR, BIOL, CHEM, GEOL, PHSC, PHYS, RVT, VEN</p>	<p><b>Cosmetology</b></p> <p><b>CWE</b></p>	<p>ENGL, LBRY, READ</p> <p><b>Languages &amp; Comm</b> ASL, EDTC, ESL, FRCH, SPCH, SPAN</p>
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**XV. Reports**

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

**XVI. Call for Future Agenda Items**

**XVI. Call to Adjourn**