Academic Policy & Planning Committee Minutes
Thursday, Nov 5, 2026, 2:00 PM
Location: Bldg A. Board Room.

VOTING MEMBERS (15)

X Applied Behavioral Sciences – Christine Bisson
X Business – Brent Darwin
X Counseling – Ricardo Navarette
X English – Trevor Passage
Fine Arts – Shane Anderson
X Kinesiology, Rec & Athletics – Patricia Koivisto
X Health Sciences – Larry Manalo Jr.
X Industrial Technology – Hector Ramos Martinez
X Academic/Student Affairs – Kerry Runkle
X Languages & Communication – Andria Perdue Keiser
X Life and Physical Sciences – Brian Youngblood
X Mathematics Sciences – Chris Eachus
X Public Safety – Kurt Kruse
Social & Behavioral Sciences – Lexy Conrad
X Student Representative – Melissa Lua

NON-VOTING MEMBERS

X Chair - Larry Manalo Jr.
X Vice/TRC Chair - Andria Perdue Keiser
X Articulation - Ben Britten
X VP, Academic Affairs – Robert Curry
Admissions & Records – Josie Cabanas
X Transcript Evaluation - Luis Martinez Polanco
X Noncredit Education – Andria Perdue Keiser
X Curriculum Analyst – Vickey Smith
X Curriculum Technician – Jay Taylor-Burns
X Library – Trevor Passage

STANDING INVITEES

Dean, Academic Affairs – Thomas Lamica
Dean, Academic Affairs – Sean Abel
Dean, Academic Affairs – Mary Patrick
Dean, Matriculation/Counseling – Yvonne Teniente
Dean, Academic Affairs – Alicia Paniagua
Dean, Academic Affairs – Deborah Pirman
Dean, Academic Affairs – Monica Millard
Associate Dean/Athletic Director – Kim Ensing
Associate Dean/PCPA Director – Mark Booher
ASE – Ana Gomez De Torres
Schedule – Ricardo Lopez
Distance Education – Fred Patrick
Part-Time Faculty Union –

GUESTS

X Lee Gottheimer
X Thesa Roepke

I. Agenda item: Approval of Oct 15, 2026 minutes.

A motion was made to approve the minutes of the Oct 15, 2026 meeting as distributed. (M/S/P: T. Passage / B. Youngblood). Yes: B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: C. Bisson.

II. Approval of the Agenda. Approval of the Nov 15, 2026 agenda. Include typographical corrections and sequence changes to accommodate guest presenters.

Discussion:

- Add: EMS 331. Introduction to Emergency Medical Services Academy Phase 1. Request for Health and Wellness: Education or Safety.
- Add: EMS 334. Emergency Medical Technician: Healthcare Professions. Request for Health and Wellness: Education or Safety.

Committee Action: A motion was made to approve the Nov 15, 2026 agenda with additions. (M/S/P: T. Passage / B. Youngblood). Yes: C. Bisson, B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: 0.

III. Chair Comments

- Summary Report. Oct 15, 2026. Senate: Oct 27, 2026. BOT: Nov 17, 2026.
- Conditional Approval. Aligning APPC Approval with pending initiator modifications.
- AHC General Education, Graduation Requirements (H&W and MCGS), and Cal-GETC.
- CCN, C-ID, and Cal-GETC. The CSU and UC review of courses.
- Curriculum Development Workflow.

Discussions:

- The course and program proposals for this meeting will be added to the Nov 17, 2026 as requested to Vice President of Academic Affairs Bob Curry and Academic Senate Executive. The Summary Report will be amended to include these proposals.
- Conditional Approval. L. Manalo jr. shared that to ensure that that committee recommendations are addressed by the initiator, the designation of “conditional approval” will be entered in CurriQunet to ensure

proposal modifications while keeping the committee approval status. The proposal will not be moved until the recommendations are addressed.

IV. Information Item:

- VOCE 7401B. Change to CB11 code to accurately reflect the funding category of "K," enhanced funding for this CDCP course.

V. Agenda Item: First Readings

New Noncredit Course
Implement: Summer 2027

Prefix & Number	Course Title	Hours
DAX 7100	Language of Dental Assisting DE All modalities	32-40
NURX 7400	Mental Health First Aid DE All modalities	8

New Credit Program

Department	Program Title	Units
Applied Behavioral Sc	ECS Infant Toddler Specialization Certificate of Achievement Justification: Recommended by advisory board. TOP code indicates CTE.	16

Modify Credit Program

Department	Program Title	Units
Applied Behavioral Sc	Culinary Arts and Management: Catering and Events Management Certificate of Accomplishment Modification: Changed CA 119 - HOSP 100. Corrected TOP Code. Added SOC Codes. Attached LMI and Advisory Minutes. Added Program Narrative & Catalog Description.	15
Applied Behavioral Sc	Culinary Arts and Management: Food Production Supervision Certificate of Accomplishment Modification: Remove CA 119. Add HOSP 100. TOP Code has been revised and CIP code identified. Added SOC codes. Added LMI and Advisory Committee Details. Revised Program Narrative and Catalog Description.	13
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Applied Behavioral Sc	Culinary Arts and Management: Restaurant Management Certificate of Achievement Modifications: Remove CA 323 and CA 324. Add CA 325. Changed TOP code. Added SOC codes. Added LMI and Advisory Committee Details. Revised Program Narrative and Catalog Description.	30

Applied Behavioral Sc	Early Childhood Studies: General Associate in Science Justification: Program changes align with the changes associated with the Curriculum Alignment Project.	43
Applied Behavioral Sc	Early Childhood Studies: General Certificate of Achievement	43
Applied Behavioral Sc	Early Childhood Studies Teacher Certificate of Achievement Modification: Revision of title, updated proposals fields, and changed units based on the ECS 120 revision. Updated Narrative Item 1.	45-47
Applied Behavioral Sc	Early Childhood Studies Master Teacher Certificate of Achievement Justification: The certificate will meet the needs of the workforce by providing students certificates that align with the educational requirements mandated by the State of California Commission on Teacher Credentialing Child Development Permit Matrix. This certificate will also provide students a pathway to a degree in Early Childhood Studies. Updated Narrative Item 1.	49-51

Deactivate Credit Program

Department	Program Title	Units
Public Safety	Firefighter Academy Certificate of Accomplishment Justification: The program is replaced by a certificate of achievement.	21

Discussions:

- L. Gottheimer provided an overview of the changes in the culinary programs that reflect the changes in course naming and units.
- NURX 7400. The course is a partnership with Transition mental health in the community. The course is open to all. Not restricted to health professionals.
- DAX 7100. L. Manalo Jr. shared that the course is focused on dental terminology for the DA students. It is not equivalent to medical terminology.
- ECS programs. T. Roepke provided an overview of the ECS and ECS-related programs. The new program and the modified programs meet the needs of the community and community partners.

VI. Agenda Item: Distance Education.

Proposal: Reduce the number of options to:

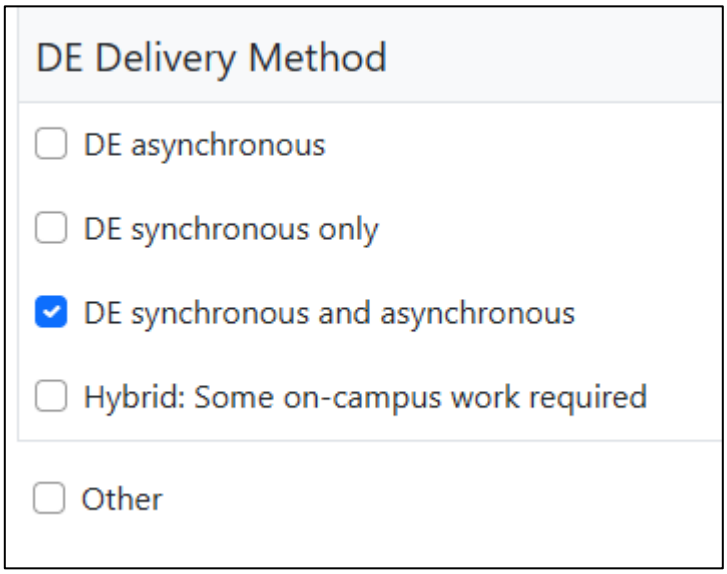
- ☐ Distance Education All Modalities
- ☐ Distance Education Synchronous Only

Clarify DE Practices:

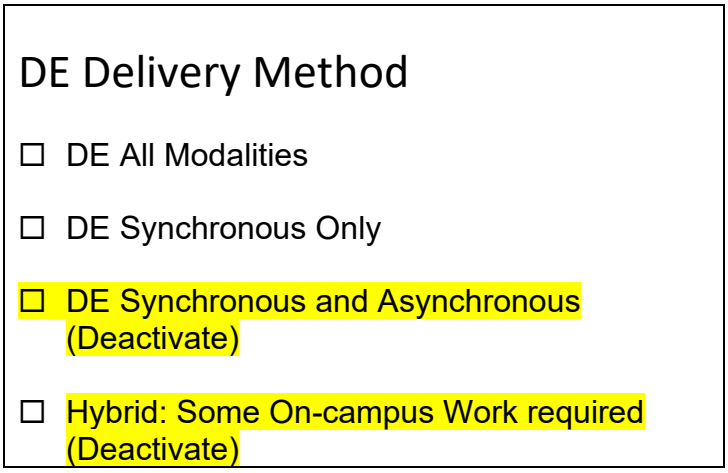
- DE designation does not exclude face-to-face instructional modality.
- DE All Modalities. Includes hybrid, scheduled notices face-to-face orientation, in-person testing, and other modalities.
- DE Synchronous Only. Limits the DE to scheduled instructor led online meetings. (AKA Online Live)

Discussion: L. Manalo Jr. provided the actual changes to the CurriQunet fields for Distance Education. These changes will be in effect when CurriQunet makes these changes:

Course Details →Distance Education



Proposed:



Note:

- DE designation does not exclude face-to-face instructional modality.
- DE All Modalities. Includes hybrid, scheduled notices face-to-face orientation, in-person testing, and other modalities.
- DE Synchronous Only. Limits the DE to scheduled instructor led online meetings. (AKA Online Live)

The current fields are going to deactivated to retain the information. The top two fields will be relabeled.

Committee Action: A motion was made to modify the CurriQunet DE fields as above. (M/S/P: A. Perdue Keiser / C. Bisson). Yes: C. Bisson, B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: 0.

VII. Agenda Item: Credit for Prior Learning

TO: Academic Senate Executive Team and Academic Senate
FROM: Academic Policy and Planning Committee
DATE: Oct 14, 2026

SUBJECT: Credit for Prior Learning

This proposal presents a process to approve, manage, and track credit for prior learning (CPL).

Since CPL determinations do not change course and/or program outlines nor require submission to the Chancellor's Office Curriculum Inventory (COCI), the AP&P Committee recommends:

- A faculty and/or department-led workflow. The faculty and/or department decides on the different CPL types and processes. These types include credit by exam, portfolio review, credit by exam (CBE), industry certification, portfolio, military joint services transcripts (JST), etc.
- The department votes on the CPL modalities and informs the APP Committee for inclusion in the summary reports and in the curriculum management system (CurriQunet).

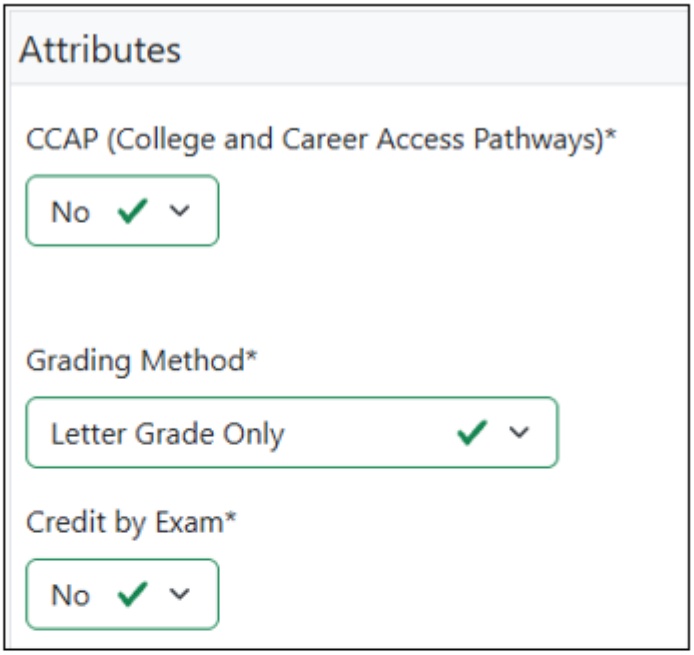
The CPL Coordinator and team process the requests for CPL consideration. These requests are processed by existing processes like course substitutions, course waivers, and transcript evaluation. Specific processes may be created for CPL requests for credit by exam, Military Joint Services transcript review, noncredit course conversions, and evaluation of industry certification and portfolio.

CurriQunet Data Fields
A set of check boxes can be created for Credit for Prior Learning.

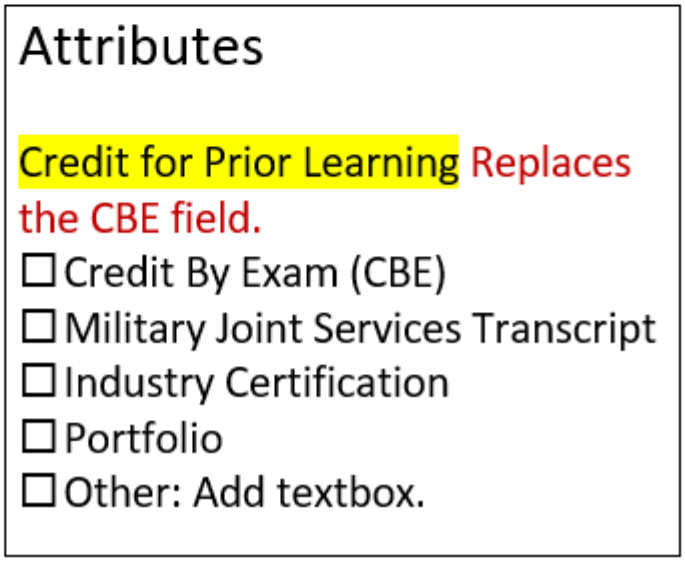
- ☐ Credit by exam
- ☐ Military Joint Services Transcript
- ☐ Industry Certification
- ☐ Portfolio

Discussion: L. Manalo Jr. shared how the changes will be reflected in CurriQunet regarding the Credit for Prior learning options.

Course Details → Attributes



Proposed Changes:



Committee Action: A motion was made to modify the CurriQunet DE fields as above. (M/S/P: A. Perdue Keiser / C. Bisson). Yes: C. Bisson, B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: 0.

VIII. Agenda Item: Multicultural & Gender Studies (3 units) and Health and Wellness (3.5 units)
Discussion: L. Manalo Jr. started the discussion on the multi-cultural gender studies.

- The intent of the MCGS is currently aligned with the ethnic studies requirement. The difference is: ethnic studies is centered on four groups: Latine Americans, African Americans, Native Americans, and Asian Americans while MCGS aimed to cover all groups including women and LGBTQ+.
- The college allows unlimited double counting of units under these circumstances:

- A course can count towards a core requirement (part of a major) and the GE requirement.
- A course can count toward a graduation requirement (MCGS or H&W) and the GE requirement.
- A course can only count for one GE Area requirement.

- To reduce or streamline the number of units a student needs to complete an associate degree (including associate degree for transfer), students are advise to take MCGS courses that can be double counted. A review of the current list of MCGS course list in the 2026-27 catalog shows that there are a few courses that do not double count to a GE Area requirement. These courses are:
  - ART 106
  - BUS 107
  - COMM 110
  - ECS 117
  - FSN 134
  - GEOG 137
  - GBST 101

  As a result, the students are less likely to take these courses to meet MCGS unless these are part of a program.
- Regarding gender studies, to date there are two gender-focused courses, LGBT 101 Intro to LGBTQ Studies and LGBT 102 LGBTQ Communities, Family, and Education in the 21st Century. Women studies are embedded in various courses.
- At the inception of the ethnic studies, the AP&P Committee aligned ethnic studies with MCGS as related and similar. The creation of ethnic studies was once predicated on enhancing the MCGS courses while aligning with the CSU GE Ethnic Studies competencies.
- Current student advising includes selection of courses that double count in a GE area and MCGS, H&W, or core. The above courses can be applied to various GE areas.

Committee Action: None at this time. The APPC representatives are asked to solicit input from the respective departments.

IX. 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.

X. Agenda Item: Second Readings.
For inclusion in the Nov 17, 2026 Summary Report.

New Noncredit Course
Implement: Summer 2027

Prefix & Number	Course Title	Hours
DAX 7100	Language of Dental Assisting DE All modalities	32-40
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Discussion: None.
Committee Action: A motion was made to adopt the above courses and programs. (M/S/P: K. Kruse / A. Perdue Keiser). Yes: C. Bisson, B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: 0.

XI. Agenda Item: Request for Distance Education .
For inclusion in the Nov 17, 2026 Summary Report.

Prefix & Number	Course Title	DE Modality
DAX 7100	Language of Dental Assisting	DE All modalities
NURX 7400	Mental Health First Aid	DE All modalities

Discussion: None.
Committee Action: A motion was adopt the request for distance education. (M/S/P: K. Kruse / A. Perdue Keiser). Yes: C. Bisson, B. Darwin, R. Navarette, T. Passage, L. Manalo Jr., H. Ramos Martinez, K. Runkle, A. Perdue Keiser, B. Youngblood, C. Eachus, K. Kruse, and M. Lua. No: 0. Abstain: 0.

XII. Information Item: Technical Review Committee Review and Support Assignments by Course Prefixes, Subjects, and Departments

LEAD/SUPPORT Ben/Larry Articulation	**LEAD/SUPPORT Brent/Chris**	**LEAD/SUPPORT Chris/Brent**	**LEAD/SUPPORT Christine/Andria** CTE	**LEAD/SUPPORT Andria/Christine** Noncredit
Counseling	**Business**	**Fine Arts**	**Applied & Behavioral Sciences**	**English**
LDER	ACCT	ART		ENGL
LS	BUS	ARTH	AJ	LBRY
PD	CBIS	DANC	APRN	READ
PROD	CBOT	DRMA	CA	
	ENTR	FILM	CDEV	**Language & Communication**
Social & Behavioral Sciences	PLGL	GRPH	ECS	
	RE	MMAC	EDUC	ASL
ANTH		MUS	FCS	COMM
ECON	**Industrial Tech**	PHTO	FSN	EDTC
ES	AB	THEA	HOSP	ELD
GBST	AT			FRCH
GEOG	CEL	**Math Sciences**	Cosmetology (Inactive)	SPAN
HIST	ENVT	CS		
HUM	ET	MATH	(WEE)	**CE/Noncredit**
HUSV	MT	ENGR	(CTE)	ELDN
LGBT	WLDT	STEM		BARB
PHIL	ARCH	STAT		BASK
POLS	CNET			CCNC
PSY	AERO	**Physical Sciences**		CITZ
PSYC		AG		CTD

SOC		ASTR		DNCN
SOCI		BIOL		ECSN
		CHEM		EDUN
Public Safety		GEOL		ELDV
EMS		PHSC		FASH
FT		PHYS		FTNC
LE		RVT		HEAL
WFT		VEN		HOEC
WFTL				NURX
WFTO				PARN
EMSP				PDNC
Health Sciences				SEWN
DA				STEM
HLCR				VOCE
MA/MB				WKPR
NURS				
RT				
Kin, Rec, & Ath				
ATH				
HED				
KIN				
PE				
PEIA				
REC				

XIII. 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

XIV. Call for Future Agenda Items

- Financial Aid Eligibility Data Fields in CurriQunet
- MCGS Sunset

XV. Call to Adjourn. The meeting is adjourned at 4:00 PM.