



Academic Policies & Procedures

AP&P Agenda

Thursday, February 24, 2022

3:00 pm – 5:30 pm via [Zoom](#)

Type of Meeting: *Regular*

Note Taker: *Debbie Lindsey*

Please Review/Bring: The past minutes for accuracy.

Committee Members:

*Dr. Scott Lee, Co-chair
Kathryn Mitchell, Co-chair
Dr. Howard Davis, Vice President of Academic Affairs
Dr. Jessica Eaton, Articulation Officer
Tim Atkerson, AKIN Representative
Travis Lee, CTE Representative
Alfred Brubaker, CTE Representative
Maria Angela Kilayko, HSS Representative
Vacant, HSS Representative
James Dorn, MSE Representative
Richard Biritwum, MSE Representative
Heidi Williams, R&L Representative
Dr. Richie Hao, R&L Representative*

*Gabby Poorman, SBS Representative
Kent Moser, SBS Representative, DE Liaison
Cynthia Littlefield, A&H Representative
Dr. Ariel Tumbaga, A&H Representative
Van Rider, Library Rep, Librarian
Luis Echeverria, Student Services, Counseling
Larry Veres, Adjunct Representative
Greg Bormann, Administrative Position
Riley Dwyer, Administrative Position
LaDonna Trimble, Administrative Position
Cindy Hendrix, Outcomes Representative
Ronda Nogales, Outcomes Representative
Marleen Lopez, Student Representative*

Items	Person	Action
I. Opening comments from the Co-chair	<i>Scott Lee</i>	
II. Minutes 02/10/2022	<i>All</i>	
III. Informational Item - Meeting schedule: 3/24/22, 4/14/22, 4/28/22	<i>Scott Lee</i>	
IV. Discussion - Communication System for Programs - Math 102 - Language - eLumen Training-Programs (3:30 p.m.)	<i>Scott Lee & Jessica Eaton Scott Lee</i>	
V. Reports - Addendum - Fall 2023 Revision Cycle - Training Schedule		
VI. Action - eLumen Workflows - adding new stage for counselor's review - Membership - officially adding up to two representatives/division	<i>Scott Lee</i>	



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<i>New Course Developments</i> None <i>Course Deactivations</i> None <i>Non-substantial course revisions</i> None <i>Substantial course revisions</i> None <i>Program revisions</i> None <i>Non-substantial Program revisions</i> <i>*Effective 5/2019 all program revisions will be substantial.</i> <i>New Program Development</i> None <i>Program Discontinuance</i> None	Scott Lee	
VI. Closing Comments	Scott Lee	
NEXT MEETING DATE: March 24, 2022		



Academic Policies & Procedures

AP&P Minutes Draft	Thursday, February 10, 2022 3:00 pm – 5:30 pm via Zoom
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Type of Meeting: *Regular*

Note Taker: *Debbie Lindsey*

Please Review/Bring: The past minutes for accuracy.

Committee Members:

<p><i>Dr. Scott Lee, Co-chair</i> <i>Kathryn Mitchell, Co-chair</i> <i>Dr. Howard Davis, Interim Vice President of Academic Affairs</i> <i>Dr. Jessica Eaton, Articulation Officer</i> <i>Tim Atkerson, AKIN Representative</i> <i>Travis Lee, CTE Representative*</i> <i>Alfred Brubaker, CTE Representative*</i> <i>Maria Angela Kilayko, HSS Representative</i> <i>Vacant, HSS Representative</i> <i>James Dorn, MSE Representative</i> <i>Richard Biritwum, MSE Representative</i> <i>Heidi Williams, R&L Representative</i> <i>Dr. Richie Hao, R&L Representative</i></p>	<p><i>Gabby Poorman, SBS Representative</i> <i>Kent Moser, SBS Representative, DE Liaison</i> <i>Cynthia Littlefield, A&H Representative</i> <i>Dr. Ariel Tumbaga, R&L Representative*</i> <i>Van Rider, Library Rep, Librarian*</i> <i>Luis Echeverria, Student Services, Counseling</i> <i>Larry Veres, Adjunct Representative*</i> <i>Greg Bormann, Administrative Position</i> <i>Riley Dwyer, Administrative Position</i> <i>LaDonna Trimble, Administrative Position</i> <i>Cindy Hendrix, Outcomes Representative</i> <i>Ronda Nogales, Outcomes Representative*</i> <i>Marleen Lopez, Student Representative</i></p>	<i>*Absent</i>
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Guest: Robert Zemlin, eLumen Trainer

Items	Person	Action
I. Opening comments from the Co-chair	<i>Scott Lee</i>	Scott requested and received permission from the committee to record this meeting/training. It will be posted on the AP&P webpage for future reference. Scott welcomed guest Robert Zemlin, eLumen Trainer and introduced Dr. Howard Davis, Interim Vice President of Academic Affairs. Dr. Davis is looking forward to working with everyone to help streamline processes moving forward.
II. Minutes 01/27/2022	<i>All</i>	Motion to approve 1/27/22 Minutes Motion seconded Motion approved. Abstain - 1 (Luis Echeverria)
III. Informational Item - Meeting schedule: 2/24/22, 3/24/22, 4/14/22, 4/28/22	<i>Scott Lee</i>	
IV. Discussion - eLumen Training- Courses - Program Workflows - Adding Counselor Stage - Communication Methods - Math Language - Membership	<i>Scott Lee & Jessica Eaton</i>	Scott explained why we are doing eLumen training now. It was previously set up in April 2021, with the expectation of providing additional training during the summer to prepare for fall. However, it did not work out as planned and may have contributed to the difficulty everyone experienced throughout the fall with eLumen workflows.



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New elumen training was provided to Scott Lee, Kathryn Mitchell, Sam Darby, and Debbie Lindsey, which offered new information on workflows and communication that will be helpful moving forward. This will be discussed further with the committee in our next meeting following eLumen training on programs.

Robert Zemlin provided eLumen training on course workflows for the committee. He highlighted that email notifications are sent for courses directly from eLumen. However, notifications are **not** sent from eLumen for programs. Robert recommended coming up with our own communication system for programs. He will provide additional information at our next meeting. He will also follow up with Sam Darby on outstanding ticket items.

Scott explained to the committee that changes need to take place in workflows. It will be beneficial to have a new stage for counselors to review the workflows before they are approved for tech review. This will reduce review time spent during the committee meetings and allow approvals to move more efficiently during the meeting. This will be an action item for the next meeting.

Scott encouraged everyone to start thinking of a communication system for programs. Various ideas were shared, such as; sending an email notification to the author and contributors when there is a send back, creating a Google spreadsheet to track communication so everyone can see the issues, and developing a communication method for the counselor's stage, since faculty will be going through counselors for approval. Sam Darby suggested contacting faculty and the next person in the review process. The dashboard provides a snapshot of the current status. Kathryn Mitchell reminded the committee that faculty need to check their inboxes and AP&P Representatives need to follow up with their divisions on the status of their courses/programs. Scott encouraged everyone to think about this and to send any additional ideas to him. This will be a discussion item for the next meeting.

Math 102 language will be discussed at the next meeting. Jessica Eaton is pending confirmation from the UC Office of the President that Intermediate Algebra is still going to be a prerequisite. This will come back to the committee.



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		Membership was discussed. Historically, we have had two representatives designated for each area. This is not codified in the handbook. Does the committee want to have official approval to have up to two members per division? This will be an action item for the next meeting.
V. Reports		N/A
VI. Action	Scott Lee	N/A
<i>New Course Developments</i> None <i>Course Deactivations</i> None <i>Non-substantial course revisions</i> None <i>Substantial course revisions</i> None <i>Program revisions</i> None <i>Non-substantial Program revisions</i> <i>*Effective 5/2019 all program revisions will be substantial.</i> <i>New Program Development</i> None <i>Program Discontinuance</i> None	Scott Lee	N/A
VI. Closing Comments	Scott Lee	<p>Sam Darby reminded everyone that revised AD-Ts are being reviewed by the Chancellor's Office and emails are being sent out on the status. Please address any corrections that need to be made. Debbie Lindsey is currently working on updating the catalog. The first draft has been sent out for review. Any corrections or comments need to be sent to her. Scott reminded everyone that workflows will open on 3/1/22.</p> <p>Motion to adjourn meeting Motion seconded Meeting adjourned at 4:48pm</p>
NEXT MEETING DATE: February 24, 2022		

**Proposed language to be added for these courses:
Intermediate algebra or higher or placement by multiple measures**



Antelope Valley College

Course Impact Report

02/03/2022

Impacts for: MATH102 - Intermediate Algebra

Courses that use MATH102 - Intermediate Algebra as a Requisite

	Course Name	Type of Requisite	Rationale
1	BIOL120 - Gen Organ, Eco, and Evo Biol	Prerequisite	N/A
2	ERSC101 - Introduction to Earth Science	Prerequisite	N/A
3	MATH116 - Intro to Statistics Using R	Prerequisite	N/A
4	GEOL102L - Historical Geology Laboratory	Prerequisite	N/A
5	MATH102 - Intermediate Algebra	Prerequisite	N/A
6	ENGR110 - Engr Orientation&Basic Skills	Prerequisite	N/A
7	MATH115 - Statistics	Prerequisite	N/A
8	MATH124 - Finite Math	Prerequisite	N/A
9	GEOG101 - Phy Geog: Earth's Surface Lnd	Prerequisite	N/A
10	CHEM110 - General Chemistry	Prerequisite	N/A
11	RADT104 - Radiographic Principles I	Prerequisite	N/A
12	ASTR101 - Astronomy	Prerequisite	N/A
13	MATH135 - Plane Trigonometry	Prerequisite	N/A
14	BIOL110 - General Molecular Cell Biology	Prerequisite	N/A
15	ENGR185 - Digital Logic and Design	Prerequisite	N/A
16	MATH105 - Geometry and Methods of Proof	Prerequisite	N/A
17	RADT106 - Radiographic Clinic Prac IA	Prerequisite	N/A
18	GEOL101L - Physical Geology Lab	Prerequisite	N/A
19	ECON102 - Prin of Microeconomics	Prerequisite	N/A
20	MATH128 - College Algebra for Liberal Arts	Prerequisite	N/A
21	PSCI101 - Physical Science	Advisory	N/A
22	GEOL101 - Physical Geology	Prerequisite	N/A
23	GEOL102 - Historical Geology	Prerequisite	N/A
24	RADT103 - Radiographic Pos and Proced I	Prerequisite	N/A
25	RADT109 - Radiation Physics	Prerequisite	N/A
26	CHEM101 - Introductory Chemistry	Prerequisite	N/A

	Course Name	Type of Requisite	Rationale
27	ECON101 - Prin of Macroeconomics	Prerequisite	N/A
28	MATH110 - Mathematics for Liberal Arts Students	Prerequisite	N/A
29	BIOL120 - Gen Organ, Eco, and Evo Biol	Prerequisite	N/A
30	CHEM101 - Introductory Chemistry	Prerequisite	N/A
31	CHEM110 - General Chemistry	Prerequisite	N/A
32	PSCI101 - Physical Science	Advisory	N/A
33	GEOL101 - Physical Geology	Prerequisite	N/A
34	GEOL101L - Physical Geology Lab	Prerequisite	N/A
35	MATH110 - Mathematics for Liberal Arts Students	Prerequisite	or placement by multiple measures
36	MATH115 - Statistics	Prerequisite	or placement by multiple measures
37	MATH116 - Intro to Statistics Using R	Prerequisite	or placement by multiple measures
38	GEOL102 - Historical Geology	Prerequisite	N/A
39	GEOL102L - Historical Geology Laboratory	Prerequisite	N/A
40	ECON100 - Survey of Economics	Prerequisite	N/A
41	BIOL110 - General Molecular Cell Biology	Prerequisite	N/A
42	CHEM101 - Introductory Chemistry	Prerequisite	N/A
43	ERSC101 - Introduction to Earth Science	Prerequisite	or placement via multiple measure
44	GEOL101 - Physical Geology	Prerequisite	N/A
45	GEOL101L - Physical Geology Lab	Prerequisite	N/A
46	GEOL102 - Historical Geology	Prerequisite	N/A
47	GEOL102L - Historical Geology Laboratory	Prerequisite	N/A
48	ASTR101 - Astronomy	Prerequisite	N/A
49	MATH115 - Statistics	Prerequisite	or placement by multiple measures
50	RADT109 - Radiation Physics	Prerequisite	or higher with a grade of "C" or better
51	MATH120 - Math for Teachers	Prerequisite	N/A
52	MATH128 - College Algebra for Liberal Arts	Prerequisite	or placement by multiple measures
53	MOA111 - Adv Medical Office Assisting	Prerequisite	or higher
54	ECON102 - Principles of Microeconomics	Prerequisite	N/A
55	ECON100 - Survey of Economics	Prerequisite	N/A
56	MATH116 - Intro to Statistics Using R	Prerequisite	or placement by multiple measures
57	RADT102 - Patient Care in Radiology	Prerequisite	or higher with a grade of "C" or better
58	RADT101 - Introduction to Radiologic Technology	Prerequisite	or higher with a grade of "C" or better

	Course Name	Type of Requisite	Rationale
59	MATH124 - Finite Math	Prerequisite	or placement by multiple measures.
60	BIOL120 - General Organismal, Ecological and Evolutionary Biology	Prerequisite	N/A
61	MATH128 - College Algebra for Liberal Arts	Prerequisite	or placement by multiple measures
62	MATH120 - Math for Teachers	Prerequisite	or placement by multiple measures.
63	MATH110 - Mathematics for Liberal Arts Students	Prerequisite	or placement by multiple measures
64	MATH135 - Plane Trigonometry	Prerequisite	N/A
65	MATH116 - Introduction to Statistics Using R	Prerequisite	or placement by multiple measures
66	MOA110 - Beginning Medical Office Assisting	Prerequisite	Or higher

Courses that are Requisites of MATH102 - Intermediate Algebra

	Course Name	Type of Requisite	Rationale
No Courses			

Program Impacts

	Program Name	Course Block Name	Units
1	Instructional Aide AA	Program Electives	Approved: 4.0 Revised: 4
2	Computer Applications AS	Required Courses	Approved: 4.0 Revised: 4
3	Respiratory Care/Therapy AS	Program Electives	Approved: 4.0 Revised: 4
4	Instructional Aide Cert	Program Electives	Approved: 4.0 Revised: 4
5	Computer Applications Cert	Required Courses	Approved: 4.0 Revised: 4
6	Respiratory Care/Therapy AS	Required Courses	Approved: 4.0 Revised: 4
7	Clinical Medical Assistant AS	Required Courses	Approved: 4.0 Revised: 4
8	Radiologic Technology AS	Required Courses	Approved: 4.0 Revised: 4
9	Medical Assistant AS	Required Courses	Approved: 4.0 Revised: 4
10	Computer Applications AS	Required Courses	Approved: 4.0 Revised: 4
11	Computer Networking Multi-Platform AS	Area D2	Approved: 4.0 Revised: 4

	Program Name	Course Block Name	Units
12	IT Cybersecurity AS	Area D2	Approved: 4.0 Revised: 4
13	IT Cybersecurity AS	Area D2	Approved: 4.0 Revised: 4



AP&P Agenda Addendum 2022-2023

I. Courses & Programs approval deadline for Fall '23 inclusion is **September 30, 2022**.

Workflows will be launched effective March 1, 2022.

II. Member & Proxy List

Email Scott Lee, CC dean, proxy, and curriculum@avc.edu indicating the name of the proxy.

Representative	Member	Term Ends	Proxy
Co-chair	Dr. Scott Lee	June 30, 2022	
Co-chair	Kathryn Mitchell	Standing Member	
Articulation Officer	Dr. Jessica Eaton	Standing Member	
A&H Representative	Cynthia Littlefield	June 30, 2022	Jonet Leighton
A&H Representative	Dr. Ariel Tumbaga	June 30, 2022	Jonet Leighton
AKIN Representative	Tim Atkerson	June 30, 2024	
CTE Representative	Travis Lee	June 30, 2024	Timothy Sturm
CTE Representative	Alfred Brubaker	June 30, 2024	
HSS Representative	Maria Kilayko	June 20, 2024	
HSS Representative	Vacant		
MSE Representative	James Dorn	June 30, 2022	
MSE Representative	Richard Biritwum	June 30, 2023	
R&L Representative	Heidi Williams	June 30, 2023	
R&L Representative	Dr. Richie Hao	June 30, 2023	Nari Kim
SBS Representative	Gabrielle Poorman	June 30, 2024	
SBS Representative	Kent Moser	June 30, 2023	
Library Rep, Librarian	Van Rider	Standing Member	
Student Services, Counseling	Luis Echeverria	June 30, 2022	Tanya McGinnis
Adjunct Representative	Larry Veres	June 30, 2024	
Administrative Position	Greg Bormann	June 30, 2022	
Administrative Position	Riley Dwyer	June 30, 2022	
Administrative Position	LaDonna Trimble	Standing Member	
Outcomes Representative	Cindy Hendrix	June 30, 2023	Tooraj Gordi
Outcomes Representative	Ronda Nogales	June 30, 2022	Wendy Stout
Student Representative	Marleen Lopez	June 30, 2024	

Due to lack of integrity of data, information may be incorrect. Please contact the Curriculum Specialist for discrepancies.

III. Programs due for Revision:

Due Fall 2022 for Fall 2023 Effective Term	Notes
Administration of Justice AST	New TMC
Administrative Assistant AS	Overdue from Fall 2021
Administrative Assistant Cert	Overdue from Fall 2021
Alcohol and Other Drug Studies (AODS) CERT	Revision Cycle
All Automotive CERT + AS (Consortium Needed)	Overdue from Fall 2021
Biology AST	Revision Cycle
Business Computer Information Science AS	Overdue from Fall 2021
Business Computer Information Science CERT	Overdue from Fall 2021
Chemistry AST	New TMC
Computer Aided Drafting in Solidworks	Overdue from Fall 2021
Computer Aided Manufacturing	Overdue from Fall 2021
Computer Engineering AS	Revision Cycle
Computer Software Developer Cert	Overdue from Fall 2021
CSU General Education	Revision Cycle
Digital Photographic Imaging AA	Revision Cycle
Digital Printing AA	Revision Cycle
Electrical Engineering AS	Revision Cycle
Engine and Drive Trains AS	Overdue from Fall 2021
Engine and Drive Trains CERT	Revision Cycle
Envir Horticulture Cert	Overdue from Fall 2021
Environmental Horticulture AS	Overdue from Fall 2021
Film, Television, and Electronic Media AST	No COCI approval
Geographic Information Systems (GIS) CERT	Revision Cycle
Geography AAT	Revision Cycle
High Intermediate ESL Cert	Revision Cycle
IGETC	Revision Cycle
Industrial Manufacturing Technician Apprentice CERT	Revision Cycle

Instructional Aide Cert	Overdue from Fall 2021
Landscape Construction AS	Overdue from Fall 2021
Landscape Construction Cert	Overdue from Fall 2021
Math and Sciences - Option I	Revision Cycle
Mechanical Engineering AS	Revision Cycle
Medical Assistant CERT	Revision Cycle
Music AA-T	Overdue from Fall 2021
Office Specialist CERT	Overdue from Fall 2021
Philosophy AAT	Revision Cycle
Physics AST	Revision Cycle
Psychology AAT	Revision Cycle
Social/Behavioral Sciences - Option II	Revision Cycle
Sociology AAT	Revision Cycle
Video Design & Production AA	Revision Cycle
Yoga Instructor CERT	Overdue from Fall 2021

IV. 2021-22 Course by Division that need to be revised and submitted to AP&P

If there are any courses that should be deactivated, please advise the Curriculum Specialist.

Division	Course	Number	Notes
AHUM	ART	113	
AHUM	ART	116	
AHUM	ART	120	
AHUM	ART	132	
AHUM	ART	170	
AHUM	ART	213	
AHUM	ART	298	
AHUM	MUS	153	
AHUM	MUS	183	
AHUM	MUSC	173	
AHUM	MUSC	225	
AHUM	MUSC	233	
AHUM	MUSC	273	
AHUM	MUSC	274	

AHUM	MUSC	170B	
AHUM	MUSC	175A	
AHUM	MUSC	175B	
AHUM	MUSC	175C	
AHUM	MUSC	220A	
AHUM	MUSC	220B	
AHUM	MUSC	220C	
AKIN	ATH	102L	
AKIN	HE	101	
AKIN	HE	120	
AKIN	HE	201	
AKIN	IATH	101	
AKIN	IATH	102	
AKIN	IATH	210	
AKIN	KIN	102	
AKIN	KIN	103	
AKIN	KIN	106	
AKIN	KIN	107	
AKIN	KIN	115	
AKIN	KIN	135	
AKIN	KIN	150	
AKIN	KIN	151	
AKIN	KIN	152	
AKIN	KIN	156	
AKIN	KIN	160	
AKIN	KIN	170	
AKIN	KIN	175	
AKIN	KINF	100	
AKIN	KINF	107	
AKIN	KINF	116	
AKIN	KINF	130	
AKIN	KINF	132	
AKIN	KINF	144	
AKIN	KINF	151	
AKIN	KINF	160	
AKIN	KINF	181	

AKIN	KINF	190	
AKIN	KINF	191	
AKIN	KINF	192	
AKIN	KINF	193	
AKIN	KINF	194	
AKIN	KINF	195	
AKIN	KINF	196	
AKIN	KINF	215	
AKIN	KINF	220	
AKIN	KINF	240	
AKIN	KINF	244	
AKIN	KINF	260	
AKIN	KINF	293	
AKIN	KINT	103	
AKIN	KINT	104	
HSS	NF	102	
HSS	NF	110	
HSS	NF	150	
HSS	NS	101A	
HSS	NS	102A	
HSS	NS	103A	
HSS	NS	200A	
HSS	NS	201A	
HSS	NS	202A	
HSS	NS	203A	
HSS	NS	204A	
HSS	NS	205A	
HSS	FTEC	105	
HSS	FTEC	114	
HSS	FTEC	115	
HSS	FTW	121	
HSS (CTE)	AFAB	140	
HSS (CTE)	AM	100	Overdue from Fall 2021
HSS (CTE)	AM	105	Overdue from Fall 2021

HSS (CTE)	AM	145	Overdue from Fall 2021
HSS (CTE)	AM	245	Overdue from Fall 2021
HSS (CTE)	AM	135A	
HSS (CTE)	AM	135B	
HSS (CTE)	AM	235A	
HSS (CTE)	AM	235B	
HSS (CTE)	AUTO	110	
HSS (CTE)	AUTO	126	
HSS (CTE)	AUTO	127	
HSS (CTE)	ELTE	125	
HSS (CTE)	ELTE	135	
HSS (CTE)	ELTE	180	
HSS (CTE)	IMTA	110	
HSS (CTE)	IMTA	112	
HSS (CTE)	IMTA	210	
HSS (CTE)	IMTA	212	
HSS (CTE)	IMTA	255	
HSS (CTE)	AUTO	130	
HSS (CTE)	AUTO	150	
HSS (CTE)	AUTO	276	
IERP	LIB	101	
MSE	BIOL	100	
MSE	BIOL	101	
MSE	BIOL	102	
MSE	BIOL	103	
MSE	BIOL	120	
MSE	BIOL	205	
MSE	CHEM	101	
MSE	CHEM	210	
MSE	CHEM	220	
MSE	CIS	121	
MSE	CIS	159	
MSE	ENGR	115	Overdue from Fall 2021

MSE	ENGR	130L	Overdue from Fall 2021
MSE	ENGR	120	
MSE	ENGR	185	
MSE	ENGR	215	Overdue from Fall 2021
MSE	ENGR	220	Overdue from Fall 2021
MSE	ENGR	220L	
MSE	ENGR	220PS	
MSE	ERSC	101	
MSE	GEOG	101	
MSE	GEOG	101L	
MSE	MATH	145	
MSE	PHYS	102	
MSE	WDTO	101	
MSE	WDTO	115	
RL	COMM	214	
RL	DFST	201	
RL	DFST	202	
RL	DFST	101L	
RL	DFST	102L	
RL	DFST	201L	
RL	ENGL	226	
RL	ESL	015CE	
RL	GER	102	
RL	JOUR	121	
RL	JOUR	123	
RL	READ	95	
SBS	AJ	203	
SBS	ANTH	130	
SBS	OT	101	
SBS	OT	103	
SBS	OT	113	
SBS	OT	121	
SBS	OT	201	

SBS	OT	207	
SBS	PHIL	108	
SBS	PHIL	109	

V. Course Deactivations Impact on Other Programs/Courses

VI. Training Schedule

Spring 2023 Proposed Training Schedule					
Training Date	Time	Details	Location	Volunteer	Volunteer
Tue 3/1/22	2:30 PM	Course Revision			
Thu 3/3/22	3:00 PM	Working Session			
Wed 3/9/22	10:00 AM	Program Revision			
Thu 3/17/22	3:00 PM	Working Session			
Thu 3/31/22	3:00 PM	CTE Program Requirements			
Thu 4/7/22	3:00 PM	Course Creation			
Thu 4/21/22	3:00 PM	Program Creation			

Faculty Representative's: Duties and Responsibilities:

Conduct at least one two-hour training session per semester on the use of eLumen for program and course revision and development.

- Gabby - complete
- Kent - complete
- Richie - one hour complete
- Jessica - complete
- Luis - complete