

**Academic Senate Agenda  
March 12, 2009  
Canyon Country Campus**

**I. ROUTINE MATTERS**

1. Approval of Academic Senate Summary for February 12, 2009
2. Approval of Curriculum summary for February 19, 2009

**II. REPORT/UPDATE**

3. Policy updates
4. Canyon Country Update
5. Confirmation of new IRB Chair (Thanks Edel! Good Luck Miriam!)
6. Board of Governors' Minimum Qualification Revisions & Creation of Third List

**III. DISCUSSION ITEMS**

7. TBA hours
8. Administrative Retreat Rights
9. Procedures for Departmental revisions
10. Publisher-provided text books

**IV. ACTIONS ITEMS**

11. Reserving BONH 330 guidelines

**V. Open Forum**

**Adjournment**

## **Academic Senate Summary February 12, 2009**

**Attendance:** Fred, D'Astoli, Michael Dermody, Tammera Rice, Deanna Riviera, Mitjl Capet, Lea Templer, Mary Petersen, Kevin Kistler, Jose Martin, Jasmine Ruys, Ram Manvi, Jennifer Brezina, Ann Lowe, Mike Wilding, Joan Jacobson, James Lorigan, David Andrus, Michael Sherry, Audrey Green, Pamela Borrelli, Stan Wright, Denée Pescarmona and Chris Blakey

**The consent calendar was approved**, which included the Senate summary for December 11, 2008; Curriculum summary for December 4, 2008; confirmation of additional discipline assignments for Lisa Hooper and Lee Hilliard. Fred D'Astoli was confirmed as Senate Delegate.

**CCC update** was provided by Fred D'Astoli, included a handout was given out to the Senators of the happenings at the CCC. Our first Senate meeting will take place there on March 12, 2009 with a time change of 3:30 p.m. in Room 301. The CCC site is looking forward to their first meeting taking place there. Fred will send a general map of where the meeting will take place.

**Ann Lowe's Curriculum update** included the fact that 68 courses have been reviewed. The committee is looking carefully at every new proposal – is it viable and do we need the course?

**The Chancellor's Guidelines on TBA** hours could have a major impact on those classes using "TBA" hours – stay prepared for more information.

**Student Grievance Policy Proposal** was brought by Mike Wilding. This was a major revision to bring written policy in line with current practices. The Senate approved and endorsed the proposal.

**The implementation of the Smoking Restrictions Policy** will begin this semester. Students will receive wide notice of the new restriction on smoking. Mike Wilding assured us that Campus Security will enforce these new restrictions.

**Speaking of enforcement**, Security has been issuing tickets for scofflaws in the staff parking lot(s). There was a minor discussion on the current fine, and if it should be increased.

**BONH 330** was remodeled recently; the emeriti pictures will be replaced during Spring break.

**Guidelines for reserving BONH 330** were reviewed. Proposed revisions will be brought to the Senate at the next meeting.

**Credit/Non-Credit** generated a great deal of discussion. It was determined that we need a forum to discuss alignment between the credit and non-credit programs.

**Rosters** were discussed by Jasmine Ruys. Currently we spend over \$2800, plus many hours of staff work, to print and stuff rosters. The senate approved a test pilot where rosters will not be printed by default – however, those who want a printed roster may still request one from A&R. A&R will report back to the Senate at the end of the semester on how this test pilot worked.

Adjourned at 4:45 p.m

**Proposed revision to Administrative Procedures 7250 - Administrative Retreat Rights**

Per EdCode 87458, these procedures will be mutually developed and agreed upon by the designee of the Board of Trustees and the Academic Senate.

**ADMINISTRATOR WITH FACULTY TENURE/WITH RETREAT RIGHTS**

1. Administrators With Faculty Tenure (“AWFT”) are those individuals who, prior to being assigned to an educational administrator position in the District, had achieved regular (“tenured”) faculty status in the District;
2. Administrators With Retreat Rights (“AWRR”): Educational Administrators whose first day of service as an Educational Administrator for the SCCCDC was after July 1, 1990, and who had not received regular (tenured) faculty status in the District prior to being hired as an administrator

**MINIMUM QUALIFICATIONS**

1. Educational administrators assigned to faculty status may teach in any discipline where they meet the Minimum Qualifications, equivalency, or hold a valid community college credential.
2. The Academic Senate will review the Minimum Qualifications and/or equivalency as soon as possible after the individual is hired as an educational administrator

**LOAD REQUIREMENTS**

1. Whether initiated by the District or by the Administrator, an educational administrator cannot be assigned to a faculty position unless there are enough courses available to satisfy a full-load as defined in the current negotiated agreement.
2. An educational administrator may not be assigned to faculty status if it would result in the displacement of any regular or probationary faculty member.
3. Although it is possible to create a full load with classes from different departments, it is desirable for the educational administrator’s faculty assignment is to be in one department.

**DISTRICT-INITIATED ASSIGNMENT**

1. An educational administrator’s position may be eliminated as part of an administrative reorganization or as part of an administrative reduction in force.
2. The CEO may assign an educational administrator to another administrative position contingent upon approval of the Board of Trustees.
3. The CEO may assign the administrator to a faculty position where the educational administrator meets the MQs, and for which there is a full load as described above.
4. The CEO may not assign the educational administrator to a faculty position if the educational administrator is being released from their administrative duties for cause.<sup>1</sup>

**ADMINISTRATOR-INITIATED ASSIGNMENT**

1. An educational administrator who requests a reassignment to faculty status must inform the CEO by formal letter.
2. For a newly created position, or a position vacated by a resignation or retirement, the written request must be made to the CEO no later than two weeks after Board Approval of the position.
3. For Administrators with Faculty Tenure (AWFT):
  - a. If there is not a vacant or new position, there must be enough courses to satisfy the load requirements as described above in the discipline(s) where the administrator meets the MQ.
  - b. The CEO will forward the request to the Board of Trustees for approval.

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<sup>1</sup> EdCode 87458 (d) “*The termination of the administrative assignment is for any reason other than dismissal for cause.*”

- a. The CEO may delay the AWFT reassignment to a regular faculty assignment for a period not to exceed 12 months.
4. For Administrators with Retreat Rights (AWRR):
  - a. To be eligible to request reassignment to a faculty position, an AWRR must meet the following qualifications:
    - i. Have served in an educational administrator position in the District for at least two years;
    - ii. Have achieved a “satisfactory” evaluation for the most recent two years of service to the district.<sup>2</sup>
  - b. If the AWRR is still under contract, he/she may
    - i. Request that the CEO release them from the remainder of their contract obligations.
    - ii. Request that their contract not be renewed or rolled over, so that they may be reassigned to a faculty position upon the expiration of their current contract.
  - c. The AWRR must be interviewed by a departmental committee. This committee’s structure and composition will reflect that of a faculty hiring committee.
    - i. If recommended by the departmental committee, the AWRR name will be forwarded to the CEO.
    - ii. If the committee does not recommend the AWRR, his/her name will not be forwarded. However, this does not preclude the individual from applying as part of a regular, open hiring process.
  - d. The CEO will forward the administrator initiated request to the Board of Trustees, with the following conditions:
    - i. There are enough courses to provide a full load as described above;
    - ii. The CEO may delay the reassignment for a period not to exceed 12 months.

#### **FACULTY SENIORITY/SALARY PLACEMENT**

1. For Administrators with Faculty Tenure (AWFT):
  - a. Upon re-assignment to a faculty position, the faculty seniority of the AWFT Administrator will be based on their first day of service to the District as a contract faculty member.
  - b. If the AWFT had participated in a lottery to determine seniority for multiple faculty with the first day of service, then the AWFT will retain the seniority position awarded by the original lottery.
2. For Administrators with Retreat Rights (AWRR):
  - e. Placement on the faculty seniority list will be established by the first date of service to the District as a contract (probationary) faculty member.
  - f. Placement on the faculty salary schedule will take into consideration the total number of years provided to the District as a full-time academic administrator.

#### **TENURE PROCESS**

1. If reassigned to a faculty assignment, the AWRR will begin service as a contract (probationary) employee.
  - a. They will be expected to participate in the tenure review process as outlined in the COCFA agreement.
  - b. AWRR who start the tenure process acknowledge that there is no promise of a successful completion of the tenure review process, and that they are subject to not having their contract renewed as outlined in the tenure review process.

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<sup>2</sup> EdCode 87458 (d) (c) “*The administrator has completed at least two years of satisfactory service, including any time previously served as a faculty member, in the district.*”

## **PROPOSED PROCEDURES FOR MERGING/SPLITTING DEPARTMENTS**

1. Formal *written* proposals to split a department, merge a department, or change a department's name will be brought to the Senate. These proposals can be initiated by a department or by the Instruction Office.
2. ~~The Senate will establish a broad-based ad hoc committee to review the proposal. Among some of the items that this committee will study could include:~~ **The written proposal for a departmental change should address the following issues:**
  - a. How will the proposal help the students of the college?
  - b. Is the proposal part of a program review recommendation? If not, what has changed since the last program review that would support the proposal?
  - c. What is the opinion of the impacted faculty members
  - d. Does the Instruction Office support the proposal?
  - e. Will the proposal provide for a more effective use of time, resources, and faculty?
  - f. Is the proposal similar to the departmental structures at other institutions?
  - g. Will this proposal increase or alleviate the "Goldilocks Factor" (e.g., "too big...too small....just right!")?
  - h. Would the proposal have any impact on negotiated agreements with either of the two faculty unions?
  - i. What impact could this have on any governance proposals?
  - j. Are there any additional issues raised by the Senate or the Instruction Office?
3. ~~The committee will forward its recommendation to the Senate and the Instruction Office.~~ The goal is to arrive at "mutual agreement" with the Senate and the Instruction Office.
  - a. **If there is mutual agreement with the Senate and the Instruction Office, the proposal will be granted "provisional approval".**
  - b. **For times when mutual agreement cannot be reached, please see "Failure to Reach Mutual Agreement", listed below.**
4. The proposal will receive final approval when the following conditions have been met:
  - a. The Curriculum Committee has approved of any new course numbering system (if necessary);
  - b. The Articulation Officer certifies that there are no outstanding articulation issues;
  - c. All appropriate college offices have been notified for any changes required in the college catalog, brochures, and other publications;
  - d. Any outstanding contractual issues have been resolved; and,
  - e. Any other conditions that may be requested by the Instruction Office or the Senate.
5. **If a specific implementation date is not detailed in the approval process**, final implementation will take place at the start of the next academic year.

### **FAILURE TO REACH MUTUAL AGREEMENT**

In the spirit of collegial consultation, it is hoped that mutual agreement may be reached. However, as the board policy states, if mutual agreement cannot be reached, the administration retains the right to make a decision based on "exceptional circumstances or compelling reasons".

1. **The Instruction Office will send a written communication to request that the Senate reconsider the recommendation(s) taking into consideration the concerns and issues raised by the Instruction Office.**
2. **If mutual agreement still cannot be reached, and, if it is the opinion of the Instruction Office that exceptional circumstance/compelling reason(s) exist, the Instruction Office may proceed without the mutual agreement of the Senate. This being the case, the final determination with rationale will be communicated to the Senate in writing.**
3. **However, prior to final implementation, the Senate will be able to present its case to the Board of Trustees in open session.**

**. Reservation for Bonelli Hall 330**

1. **The Senate meeting room, (BONH 330)** is designed primarily for Faculty ~~Meetings~~ **and** governance related meetings.
2. BONH 330 will be scheduled through the Academic Senate Administrative Assistant, Lita Wangen, at extension 3058. The Senate President must approve reservations for non-faculty meetings.
3. **Prior to opening reservations for the upcoming year, the Senate Administrative Assistant will develop a calendar of all ongoing, standing meetings. The Administrative Assistant will check to see if those committees are still meeting regularly. As far as possible, those committees will be able to retain their current time and schedule for the next academic year.**
4. Open Reservations for the Academic year will begin on ~~June 1st.~~ **April 1**
5. **Priority Reservations for the Academic year will occur between April 1 and June 30. Priority will be given by to the following groups:**
  - **Group 1: Senate and Governance**
    - **E.g., Senate, Curriculum**
  - **Group 2: Department & Division**
    - **E.g., Division, departments**
  - **Group 3: Faculty Committees meetings**
    - **E.g., Associate Program, COCFA, Faculty Development**
  - **Group 4: Other campus groups**

**Recurring Standing Meetings**  
**Spring 2009 - BONH 330**  
**FIRST week of the month**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
early AM (8-10)					
mid AM (10-12)					
early PM (1-3)	English (2:30-3:30)				
late PM (3-5)		Math/Science (3-5)		CURRICULUM (3-5)	

**SECOND week of the month**

early AM (8-10)	Allied Health (9-10)				
mid AM (10-12)	FacDevelop (11-12)				
early PM (1-3)	Humanities (2:15 - 3:30)			Field Studies	
late PM (3-5)		Math (3:30-5)		SENATE (3-5)	

**THIRD week of the month**

early AM (8-10)					
mid AM (10-12)					
early PM (1-3)			SLO (2:30 - 3:30)		
late PM (3-5)	Fine Arts (2:15-4)	Social Science		CURRICULUM	

**FOURTH week of the month**

early AM (8-10)	Allied Health (9-10)				
mid AM (10-12)	FacDevelop (11-12)				
early PM (1-3)			Tech (12:45-2:15)	Teaching	
late PM (3-5)		Math (3:30-5)		SENATE (3-5)	

Legend:

Senate/Governance	Divisions	Departments	Other Fac Meetings	Other meeting
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## CURRICULUM COMMITTEE SUMMARY

**FEBRUARY 19, 2009**

**3 pm – 5:30 pm**

**BONH – 330**

**CONSENT CALENDAR:** Items on “Consent” are recommended for approval by Technical Review Committees that met on 1-20-2009 and 2-11-2009.

### TECHNICAL CHANGE MEMO’S on Consent:

Subject	#	Description of Action	Author
CIT	010,011,035,074,080,082,098A,098B,098C,098D,098E,098G,101,105,116,135,140,145,146,150,151,155,156,161,165,166,170,171,173,174,175 & 190	Increase class size to 35 - <b>Approved</b>	K. Carlson
FIRETC	098W	Change course number to “098WJ” - <b>Approved</b>	K. Carlson
KPEA	119	Increase class size from 15 to 30 - <b>Approved</b>	K. Carlson
MFGT	141, 142 & 143	Reduce class size from 20 to 15 - <b>Approved</b>	K. Carlson
NC.FCS	COMP1, COMP2, COMP3, COMP4 & COMP5	Increase class size from 24 to 30 - <b>Approved</b>	K. Carlson
POLISC	198ME	Delete - <b>Approved</b>	K. Carlson
REC	120	Change course number to “124” - <b>Approved</b>	K. Carlson
SOCI	098D	Delete - <b>Approved</b>	K. Carlson
SOCI	198A	Delete - <b>Approved</b>	K. Carlson
WELD	090L	Change repeatability from unlimited to 3 times - <b>Approved</b>	K. Carlson

### NEW ISA COURSES on Consent:

Subject	#	Title	Description of Action	Author
FIRETC	L27	Boat and Marine Firefighting	2.25 units, 40 lecture contact hours, cl. size 99, unlimited repeats, CR/NC, Lifeguard Academy pre-req. - <b>Approved</b>	S. Dixon
PUBSAF	30BE	Interview and Interrogation Update	.5 units, 8 lecture contact hours, cl. size 35, unlimited repeats, CR/NC, POST pre-req. - <b>Approved</b>	R. Brode
PUBSAF	30BF	Corrections Officer Supplementary Core	3.25 units, 52 lecture and 12 lab contact hours, cl. size 56, unlimited repeats, CR/NC, POST pre-req. - <b>Approved</b>	R. Brode
PUBSAF	30BG	Child Passenger Safety Technician	1.5 units, 10 lecture and 30 lab contact hours, cl. size 50, unlimited repeats, CR/NC, POST pre-req. - <b>Approved</b>	R. Brode



**MODIFIED COURSES on Consent:**

Subject	#	Title	Description of Action	Author
ASTRON	100	General Astronomy	Reduce cl. size from 80, modify Objectives and update text & DLA - <b>Approved</b>	T. Lawrence
ASTRON	101	The Stellar System	Update text - <b>Approved</b>	T. Lawrence
ASTRON	102	The Solar System	Update text - <b>Approved</b>	T. Lawrence
BIOSCI	095	Cleanroom Technology	Increase units from .5, change contact hours from 4 lecture and 12 lab to 9 lecture and 27 lab, change grading from CR/NC, modify SLO's, Objectives & Outline and provide text - <b>Approved</b>	K. Burke
COMS	150	Oral Interpretation	Modify descriptions, <b>add</b> SLO's, modify Objectives, Methods of Evaluation & Assignments, and update texts - <b>Approved</b>	M. Leach
FIRETC	L23	Paramedic Continuing Education	<b>Changed from .5 units (fixed) and 8 lecture contact hours - Approved</b>	S. Dixon
FIRETC	231 A	Fire Prevention Officer 1A	Delete - <b>Approved</b>	K. Carlson
FIRETC	231 B	Fire Prevention Officer 1B	Delete - <b>Approved</b>	K. Carlson
FIRETC	231 C	Fire Prevention Officer 1C	Delete - <b>Approved</b>	K. Carlson
FIRETC	241 A	Fire Instructor 1A	Delete - <b>Approved</b>	K. Carlson
FIRETC	241 B	Fire Instructor 1B	Delete - <b>Approved</b>	K. Carlson
FIRETC	251 A	Fire Investigation 1A	Delete - <b>Approved</b>	K. Carlson
FIRETC	251 B	Fire Investigation 1B	Delete - <b>Approved</b>	K. Carlson
FIRETC	261 A	Fire Management I	Delete - <b>Approved</b>	K. Carlson
FIRETC	271 A	Fire Command 1A	Delete - <b>Approved</b>	K. Carlson
FIRETC	271 B	Fire Command 1B	Delete - <b>Approved</b>	K. Carlson
FIRETC	271 C	Fire Command 1C	Delete - <b>Approved</b>	K. Carlson
GENSTU	081	Cognitive Basic Skills – Computer Instruction	<b>Not a full update</b> , just change from 1 - 5 variable to .25 - 2 variable units and 54 - 270 lab to 13.5 – 108 lab contact hours - <b>Approved</b>	K. Carlson
GENSTU	082	Individual Computer Applications	<b>Not a full update</b> , just change from 1 - 5 variable to .25 - 2 variable units and 54 - 270 lab to 13.5 – 108 lab contact hours - <b>Approved</b>	K. Carlson

GENSTU	091	Individual Studies and Language Skills	<b>Not a full update</b> , just change from 1 - 5 variable to .25 - 2 variable units and 54 - 270 lab to 13.5 – 108 lab contact hours - <b>Approved</b>	K. Carlson
GENSTU	092	Individual Learning Assistance - Mathematics	<b>Not a full update</b> , just change from 1 - 5 variable to .25 - 2 variable units and 54 - 270 lab to 13.5 – 108 lab contact hours - <b>Approved</b>	K. Carlson
HIST	150	Introduction to History of the United States	Delete - <b>Approved</b>	K. Carlson
HIST	299	Directed Study in History	Delete - <b>Approved</b>	K. Carlson
HLHSCI	249	Medical Terminology	<b>add SLO's</b> , modify Objectives, update texts and <b>add a DLA</b> - <b>Approved</b>	P. Haley
KPEA	175 B	Intermediate Softball	Increase cl. size from 25, modify descriptions, <b>Add SLO's</b> , modify Objectives, and add Content & Methods of Evaluation - <b>Approved</b>	J. Wissmath
MUSIC	176	Chamber Singers	Modify comparable college courses, increase cl. size from 20, <b>increase units from 1, and change contact hours from 54 lab (only) to 18 lecture and 54 lab</b> , modify descriptions, SLO's, Objectives and Outline	J. Lawson
MUSIC	192	Music Business	<b>Change course number from 180</b> and modify SLO's- <b>Approved</b>	K. Carlson
NC.OAD	CO MP1	Consumer Resources for the Older Adult: Computers and You	Increase cl. size from 15, <i>reduce contact hours from 48</i> , modify SLO's, Outline & Methods of Evaluation and add Objectives & text - <b>Approved</b>	J. Adams
NC.OAD	WRT 01	Creative Expression for Older Adults: Writing Personal Histories	Increase cl. size from 30, <i>reduce contact hours from 48</i> , modify SLO's, Outline & Methods of Evaluation and add Objectives - <b>Approved</b>	J. Adams
NURSNG	206	Operating Room Nursing	Supply TOP code, <b>change SAM code from C</b> , increase cl. size from 30, modify descriptions, <b>Add SLO's and a recommended prep</b> , modify descriptions, Objectives, Methods of Evaluation & Assignments, update texts and remove DLA - <b>Approved</b>	A. Shennum
NURSNG	242	Critical Care Nursing	<b>Title Change</b> , increase cl. size from 30, modify descriptions, <b>add SLO's</b> , modify Objectives, update text and remove DLA - <b>Approved</b>	D. Baker
REAL	130	Escrow Procedures and Processing	Modify descriptions, SLO's, Objectives, Outline & Methods of Evaluation and update texts - <b>Approved</b>	R. Brode
SOCI	103	Intimate Relationships and Families	Add comparable course, reduce cl. size from 40, <b>add SLO's</b> , modify Objectives, Outline & Methods of Evaluation and update texts & DLA - <b>Approved</b>	A. Marengo

**MODIFIED PROGRAMS on Consent:**

<b>TITLE</b>	<b>Description of Action</b>	<b>Author</b>
Fire Technology In-Service Associate of Science degree	Remove FIRETC 231A, 231B, 231C, 241A, 241B, 251A, 251B, 261A, 271A & 271B from the Restricted Electives - <b>Approved</b>	K. Carlson
Fire Technology In-Service Certificate of Achievement	Delete - <b>Approved</b>	K. Carlson
Rhetoric/Public Address Certificate of Specialization	Omit COMS 205 from the Required core and replace with COMS 150 (previously one of the Restricted Electives) and also remove COMS 223 from Restricted Electives - <b>Approved</b>	V. Leonard

**MODIFIED COURSE:**

<b>Subject</b>	<b>#</b>	<b>Title</b>	<b>Description of Action</b>	<b>Author</b>
GEOL	100	Physical Geology Lab	<del>Modify Objective and Outline and add DLA</del> - <b>Tabled</b>	V. Devlahovich

**MODIFIED PROGRAMS:**

<b>Title</b>	<b>Required Courses</b>	<b>Author</b>
Communication Theory Certificate of Specialization	Omit "General" from beginning of program title and adding COMS 110 to the Restricted Electives - <b>Approved</b>	V. Leonard
Culinary Arts Certificate of Achievement	Increasing the total units required from 26-29.5, removing HRMGT-225 and adding HRMGT 126 (moved from Restricted Electives) , CULARTS 055 and 132 to the Required core, changing the CWEXP requirement from 3 to 2 units, adding CULARTS 133 to the Restricted Electives and (in addition to HRMGT 126) omitting HRMGT 101 - <b>Approved</b>	C. Schwanke

**NEW COURSES:**

<b>Subject</b>	<b>#</b>	<b>Title</b>	<b>Description of Action</b>	<b>Author</b>
ANTHRO	103H	Introduction to Cultural Anthropology - Honors	3 units, cl. size 35, 54 lecture contact hours, no repeats, letter grade - <b>Approved</b>	L. Malley
COMS	110	Communication and Leadership	3 units, 54 lecture contact hours, no repeats, letter grade - <b>Approved</b>	
COUNS	142	Learning to Learn	2 units, 36 lecture contact hours, no repeats, letter grade and DLA - <b>Approved</b>	C. Maple

CULARTS	133	International Cuisine	2.5 units, cl. size 20, 27 lecture and 54 lab contact hours, no repeats, letter grade, CULARTS-123 prerequisite - <b>Approved</b>	C. Schwanke
GEOL	218	<del>Introduction to Oceanography</del>	<del>4 units, 54 lecture and 54 lab contact hours, no repeats, letter grade -</del> <b>Tabled</b>	V. Devlahovich
KPEA	275	Off-Season Softball Training	2 units, 108 activity contact hours, 3 repeats, letter grade - <b>Approved</b>	J. Wissmath
NC.BCSK	090	CAHSEE Preparation	0 units, cl. size 35, 64 lecture contact hours, unlimited repeats, no grade - <b>Approved</b>	M. Altounji

**NEW PROGRAM:**

Title	Required Courses	Author
Communication Studies Associate in Arts degree	21 – 22 units: COMS 250, 150 or 190, and 225 or 227. Choose three units from COMS 105, 105H or 223. Choose 9 units from COMS 235,246,256,260 or 110 - <b>Approved</b>	V. Leonard

**NEW PREREQUISITES:**

Subject	#	Title	Suggested Enrollment Limitation	Author
CULARTS	133	International Cuisine	CULARTS-123 pre-req.	C. Schwanke
FIRETC	L27	Boat and Marine Firefighting	Lifeguard Academy pre-req.	S. Dixon
NURSNG	206	Operating Room Nursing	LVN or RN recommended preparation	A. Shennum
PUBSAF	30BE	Interview and Interrogation Update	POST pre-req.	R. Brode
PUBSAF	30BF	Corrections Officer Supplementary Core	POST pre-req.	R. Brode
PUBSAF	30BG	Child Passenger Safety Technician	POST pre-req.	R. Brode

**NEW DISTANCE LEARNING ADDENDUMS:**

Subject	#	Title	100% ON-LINE, HYBRID	Author
COUNS	142	Learning to Learn		C. Maple
HLHSCI	249	Medical Terminology		P. Haley

**STAND ALONE COURSES:**

Subject	#	Title		Author
COUNS	142	Learning to Learn		C. Maple
FIRETC	L27	Boat and Marine Firefighting		S. Dixon
PUBSAF	30BE	Interview and Interrogation Update		R. Brode
PUBSAF	30BF	Corrections Officer Supplementary Core		R. Brode
PUBSAF	30BG	Child Passenger Safety Technician		R. Brode

**Discussion Items:**

## 1) Tech Review sign-ups for Spring 2009

Carlson, Kerry - Curriculum Coordinator Non-voting member	present	Jacobson, Joan - Student Services	present	Vacant - Fine & Performing Arts	
Lowe, Ann - Co-Chair, Faculty - Allied Health	present	Karlin, Ron - Humanities	absent	Solomon, Diane - Member at Large	present
Green, Audrey - Co-Chair, Administrator, Articulation Officer	present	Stanich, Diana - Physical Education & Athletics	present	Blake-Jones, Michele - Noncredit	present
Hilliard, Lee - Member at Large	present	Lucy, Nicole - Social Science & Business	present		
Benedicto, Alto - Math & Science	present	Parker, Catherine - Adjunct Faculty	present		