**AGENDA**

**1. CALL TO ORDER**

**2. ROLL**

**3. APPROVAL OF THE MINUTES OF April 26, 2012**

**4. INTRODUCTION OF VISITORS**

**5. CONSENT AGENDA**

*Colleges are required to report to the state chancellor’s office all new prerequisites established in the previous year. The following courses were reported. We have been asked to remove the prerequisites and it was suggested to make them advisories for the courses. Content review alone was not allowed for prerequisite courses not in a sequence.*

**Industrial Technology 205 Foundation Skills in Industrial Technology, 2 units, 2 lecture hours, .5 lab hours. (Pass/No Pass). PREREQUISITES: Eligibility for English 252 or English as a Second Language 225W, English 262 or English as a Second Language 226R, and Mathematics 256.**

Revised prerequisites to ***none***, advisories ***to eligibility for English 252 or English as a Second Language 225W, English 262 or English as a Second Language 226R, and Mathematics 256*.**

**Natural Resources 17 Introduction to Forest Surveying, 3 units, 2 lecture hours, 3 lab hours. PREREQUISITES: Mathematics 103. ADVISORIES: Mathematics 4A and eligibility for English 125 and 126.**

Revised prerequisites to ***none***, advisories to ***Mathematics 103 or 4A and eligibility for English 125 and 126***.

**Nursing Assistant Training 101 Nursing Assistant Training, 6 units, 4.67 lecture hours, 6 lab hours, grading scale only, 0 repeats. PREREQUISITES: Eligibility for English 126. ADVISORIES: Mathematics 250, Office Technology 10.**

Revised prerequisites to ***None***, advisories to ***Mathematics 250, Office Technology 10, eligibility for English 126***.

**6. OLD BUSINESS - None**

**7. NEW BUSINESS**

1. **Interdisciplinary Degree Deletions**
2. **Liberal Arts & Sciences, American Studies**
3. **Liberal Arts & Sciences, Arts & Humanities**
4. **Health Sciences Department**
5. **Course Modifications effective fall 2013**
6. **Health 14 Interpreting in Health Care I, 4 units, 3 lecture hours, 3.5 lab hours, pass/no pass, 0 repeats.**

**ADVISORIES: Office Technology 10, eligibility for English 125 and 126.**

Revised lab hours to ***3***, catalog description, textbooks, methods to measure student achievement, and added lab content outline.

1. **Health 15 Interpreting in Health Care II, 4 units, 3 lecture hours, 3.5 lab hours, pass/no pass, 0 repeats.**

**PREREQUISITES: Health Science 14 must be completed within 2 years prior to enrollment in Health Science 15 and 16. COREQUISITES: Health Science 16. ADVISORIES: Office Technology 10, Biology 20, 22, eligibility for English 125 and 126.**

Revised lab hours to ***3***, textbooks, grading scale, Health 14 prerequisite justification, and Health 16 corequisite justification. Revised to non-degree applicable course.

1. **Health 16 Field Work in Health Care Interpreting, 4 units, 2 lecture hours, 6 lab hours, pass/no pass, 0 repeats. PREREQUISITES: Health 14, must be completed within 2 years prior to enrollment in Health 16. COREQUISITES Health 15.**

Revised textbooks, grading scale, Health 14 prerequisite justification, and Health 15 corequisite justification. Revised to non-degree applicable course.

1. **Business Department**
2. **Course Modifications effective spring 2013**
3. **Office Technology 1 Computer Basics, 1.5 units, 1.5 lecture hours, .5 lab hours, pass/no pass, 0 repeats. ADVISORIES: Eligibility for English 125 and 126.**

Revised lecture hours to ***3***, lab hours to ***1***, outcomes, objectives, textbook, methods to measure student achievement, and grading scale.

1. **Office Technology 12A Microsoft Excel Essentials, 1.5 units, 1.5 lecture hours, .5 lab hours, pass/no pass, 1 repeat. PREREQUISITES: Mathematics 250. ADVISORIES: Eligibility for English 126.**

Revised lecture hours to ***3***, lab hours to ***1***, prerequisites to none, advisories to ***eligibility for Mathematics 201,*** catalog description, textbook, methods to measure student achievement, and grading scale.

1. **Course Deletions effective spring 2013**
2. **Office Technology 20 Office Systems Procedures, 3 units, 3 lecture hours, pass/no pass, 0 repeats. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201.**
3. **Office Technology 23 Data Entry, 3 units, 2 lecture hours, 3 lab hours, pass/no pass, 0 repeats. ADVISORIES: Information Systems 10, one semester of high school typing or equivalent; 10-key by touch; eligibility for English 126 and Mathematics 201.**
4. **Office Technology 25 Computerized Filing, 1.5 units, 1.5 lecture hours, 0 repeats. PREREQUISITES: Office Technology 44. ADVISORIES: Office Technology 1 and eligibility for English 125 and 126.**
5. **Office Technology 250 Pre-Health Careers Projects: Foreign Clinic Scenario, 1 unit, .24 lecture hours, 1.17 lab hours, pass/no pass only, 0 repeats.**
6. **Office Technology 251 Pre-Health Careers Projects: Medical Office Supply, 1 unit, .34 lecture hour, 1.17 lab hours, pass/no pass only, 0 repeats.**
7. **Office Technology 252 Pre-Health Careers Projects: Scheduling and Charting, 1 unit, .34 lecture hour, 1.17 lab hours, pass/no pass only, 0 repeats.**

**8. REPEATABLE COURSES**

**9. NEW MEMBER Q&A**

**10. STAND ALONE TRAINING (4:00 P.M.)**

**11. OTHER**

12. ADJOURNMENT