**Minutes**

**Present**

Leah Alvarez, Linda Cooley, John Cusaac, Kate Fourchy, Nancy Frampton, Pam Gilmore, Ryen Hirata, Cynthia MacDonald, Nancy Marsh, David Nippoldt, David Richey, Rick Santos, Tom West, Sheryl Young-Manning

**Absent**

Bill Blanken, David Clark, Jan Dekker, Lore Dobusch, Toni Ensz, Conrad Perez/Marvin Watts, Dustin Sperling, Michael White

**1. Call to order**

Meeting called to order at 3:10 p.m. by Linda Cooley, Chair.

**2. Roll**

Roll sheet was circulated.

**3. Approval of the minutes of October 29, 2009**

Minutes approved with corrections.

**4. Introduction of visitors**

**5. Pre-ECPC Discussion**

At pre-ECPC Dr. Crow questioned removing prerequisites from courses that are transfer level and if we were lowering the rigor of the courses. The department has agreed to leave the prerequisite of English 1A on English 15A and 15B.

 Approved prerequisite English 1A for English 15A, 15B and 15E.

**6. Other**

 Pam Gilmore expressed concern that at pre-ECPC there were several math courses that went through at FCC. She asked Jim Gilmore if they had been notified of the changes and he told her no.

 FCC has added the department chairs for RC courses to their notification process. They will be notified that it is not working.

 Leah Alvarez asked if it would be okay to make the leadership course transferable. Committee recommended she talk to Dan Kilbert about making the course modification.

 The Chair asked for two volunteers to work on revising the Course Outline of Record. Nancy Marsh and Lore Dobusch agreed to work with the Chair on the revision.

 11-10-2009 approved by email vote title change for Child Development 8A to ***Introduction to School Age Child Care*** and ***English as a Second Language 266W*** has been added as a prerequisite to English 252.

 11-30-2009 approved by email vote online mode of delivery for Art 2 with 0-99% on campus meetings.

**7. Adjournment**

Meeting adjourned at 3:45 p.m.