**MINUTES**

**Present**

Melissa Affeldt, Ashley Calhoun, Michael Cole, Todd Davis, Jan Dekker, Toni Ensz, Richardson Fleuridor, Nancy Marsh, Natasha Maryanow, Ron Reimer, David Richey, Elaine Stamper, Kevin Woodard, Sheryl Young-Manning

**Absent**

Jim Chin, Claudia Habib, Lois Parento

**Visitors**

Kristine Hodges

1. CALL TO ORDER

 Meeting called to order at 3:01 p.m.

2. ROLL

 Roll sheet was circulated.

3. APPROVAL OF THE MINUTES OF November 5, 2015

Minutes approved as submitted.

4. INTRODUCTION OF VISITORS

5. OPEN FORUM

6. ARTICULATION OFFICER UPDATE/COMMENTS

 Erica Murrieta is the new Articulation/Transfer Counselor. She begins February 1.She will be 50% Articulation/Counselor and 50% Transfer.

7. CONSENT AGENDA

8. OLD BUSINESS

9. NEW BUSINESS

 A. BUSINESS DEPARTMENT

 Course Deletion

 Accounting 44 Tax Accounting

 Last offered fall 2001 at the Clovis Center.

 Approved course deletion for Accounting 44.

 B. MATH AND TECHNOLOGY DEPARTMENT

 Course Modification – Compliance with CCCCO Unit & Hours Matrix

 Engineering 40 Programming for Scientists and Engineers

 This proposal is to bring the course into compliance for units & hours.

 C. FINE ARTS & SOCIAL SCIENCES DEPARTMENT

 1. Distance Education Addendum Modifications

 a. Music 12 Music Appreciation

 b. Music 16 Jazz History and Appreciation

 Approved 100% online mode of delivery for Music 12 and Music 16.

 D. SCIENCE DEPARTMENT

 1. Course Deletion

 Biology 3 Introduction to Life Science

 Biology 3 has been replaced by Biology 10 and 10L.

 Approved course deletion for Biology 3.

 2. Course Modifications

 a. Biology 1 Principles of Biology

 b. Biology 20 Human Anatomy

 c. Biology 31 Microbiology

 Program Review.

 David Richey asked what it means to update curriculum for program review.

 Courses must be reviewed to ensure they are still effective and meet the needs of students and the college.

 3. New Course Proposal

 Physics 27 Payloads and Unmanned Flight Vehicles

 Course was removed by Lauren Novatne prior to the meeting.

 E. HEALTH SCIENCES DEPARTMENT

 Program Modification

 Elementary Teacher Education AA-T

 Approved program modifications for Elementary Teacher Education AA-T.

10. HANDBOOK

 The committee decided to modify the existing handbook one section at a time.

11. TECHNICAL REVIEW BEGINS NEXT WEEK

 The committee decided the department representatives will perform technical review on curriculum for their area. If help is needed other committee members may be asked to assist.

 Department representatives will need to let Cheryl know the course is ready to be added to the Agenda.

11. OTHER

 The reading faculty are proposing changing English 125 and 126 to English 101W and 101R. This follows the ESL model for numbering.

 Discussion must take place with Fresno City College and Clovis Community College.

12. ADJOURNMENT

 Meeting adjourned at 4:23 p.m.