**Minutes**

**Present**

Melissa Affeldt, Ashley Calhoun, Michael Cole, Todd Davis, Toni Ensz, Richardson Fleuridor, Nancy Marsh,

Natasha Maryanow, Erica Murrietta, Ron Reimer, David Richey, Elaine Stamper, Sheryl Young-Manning

**Absent**

Jim Chin, Jan Dekker, Claudia Habib, Lois Parento, Ernest Pruneda (ASG), Devinann Sherwood (ASG),

Kevin Woodard

**Visitors**

Gloria De La Cruz-Pulido, Nick Deftereos, Amber Fowler, Kristine Hodges, Kalisha Grandison, Rebecca Snyder,

Jan Zigler

1. CALL TO ORDER

 Meeting called to order at 3:02 p.m.

2. ROLL

 Roll sheet was circulated.

3. APPROVAL OF THE MINUTES OF February 18, 2016

Minutes approved as submitted.

4. INTRODUCTION OF VISITORS

5. OPEN FORUM

6. ARTICULATION OFFICER UPDATE/COMMENTS

 2015-16 Articulation with CSUF is available on ASSIST.

7. CONSENT AGENDA

8. OLD BUSINESS

 A. SCIENCE DEPARTMENT

 1. New Course Proposal

 Physics 27 Unmanned Rocket Science

 Approved new course Physics 27 effective spring 2017.

 Approved advisories, prerequisites and corequisites for Physics 27.

 2. Course Modification

 Biology 31 Microbiology

 Approved course modification for Biology 31 effective spring 2017.

 Approved advisories and prerequisites for Biology 31.

 3. Program Modification

 Biological Sciences AS

 Department pulled from agenda until revisions have been finished.

 B. FINE ARTS & SOCIAL SCIENCE DEPARTMENT

 Course Modification

 Human Services 20 Introduction to Social Welfare

 Approved course modification for Human Services 20 effective spring 2017.

 Approved advisories for Human Services 20.

 C. COMPOSITION, LITERATURE & COMMUNICATION DEPARTMENT

 1. New Course Proposal

 English 36 Women’s Literature

 Approved new course English 36 effective fall 2017.

 Approved prerequisites for English 36.

 2. Distance Education Proposal – online with 0-99% on-campus meetings

 English 36 Women’s Literature

 Approved online mode of delivery.

 3. Course Modification

 Communication 25 Argumentation

 Approved advisories and prerequisites for Communication 25 effective spring 2017.

 D. READING & LANGUAGES DEPARTMENT

 New Course Proposal

 English 128 Accelerated Reading

 Approved new course English 128 effective spring 2017.

 Approved prerequisites for English 128.

 E. COUNSELING DEPARTMENT

 1. Course Modifications

1. Counseling 173 Job Search Skills – ***change to Counseling 35***
2. Counseling 264 Successful Transition to College

Approved course modifications for Counseling 173 and Counseling 264 effective fall 2016.

Approved advisories for Counseling 35.

 F. BUSINESS DEPARTMENT

 1. Course Modification – effective spring 2017

 Office Technology 44 Filing Procedures

 Advisories for Office Technology 44 will be on next week’s agenda.

 Approved course modifications for Office Technology 44 effective spring 2017.

 2. Program Modifications

 a. Information Systems, Networking Option, Associate in Science Degree

 b. Information Systems, Web Programming and Design Option, Associate in Science Degree

 c. Information Technician Support, Certificate of Achievement

 d. Networking, Certificate of Achievement

 e. Programming for the Web, Certificate of Achievement

 Approved program modifications.

9. NEW BUSINESS

 A. COMPOSITION, LITERATURE & COMMUNICATION DEPARTMENT

 1. Course Modifications

 a. English 72 Reading and Writing Center Theory and Practice

 b. English 72A Advanced Reading and Writing Center Theory and Practice

 c. English 272 Assistance in College Reading and Writing

 2. Program Modification

 English Associate in Arts Degree

 Approved adding English 36 to the English AA degree.

 B. AGRICULTURE & NATURAL RESOURCES DEPARTMENT

 1. New Course Proposals

1. Mechanized Agriculture 50 Heavy Duty Brake Systems
2. Mechanized Agriculture 51 Heavy Duty Suspension and Steering

 Currently the program teaches off highway curriculum. The have been approached to offer on highway curriculum. The courses will be added to a new certificate.

 The facilities are maxed out during the day. These courses would have to be offered at night in order to have facilities available.

 The district is going out for a bond and the department hopes to get additional space if the bond is approved.

 The certificate will be brought to the next meeting.

 2. New Course Proposals

1. Plant Science 16 Wine Sensory Analysis and Evaluation
2. Plant Science 17 Winery Laboratory Techniques and Equipment Operation
3. Plant Science 18 Introduction to Enology

 3. Program Modification

 Plant & Soil Science, Option A, Associate in Science Degree

 Two of the courses articulate to CSUF.

 The law was changed to allow underage students to take these types of courses.

 A new certificate will be created in the future.

 4. Course Modifications

1. Animal Science 1 Introduction to Animal Science
2. Animal Science 5 Animal Nutrition

 5. New Course Proposals

1. Animal Science 1L Introduction to Animal Science Lab
2. Animal Science 31 Prerequisite Programs for Food Safety
3. Animal Science 32 Introduction to Hazard Analysis and Critical Control Points
4. Animal Science 33 Verification and Validation of HACCP Systems
5. Animal Science 34 Internal Auditing of Food Safety Management

 6. New Program Proposal

 Food Safety in Animal Science, Certificate of Achievement

 Department pulled curriculum from the agenda in order to finish the curriculum.

 C. BUSINESS DEPARTMENT

 1. New Course Proposal

 Economics 15 Real Estate Economics

 2. Distance Education Proposal – Hybrid & 100% online

 Economics 15 Real Estate Economics

 This course meets one of the required courses for the state real estate exam.

10. OTHER

11. ADJOURNMENT

 Meeting adjourned at 4:20 p.m.