**Minutes**

**Present**

Melissa Affeldt, Ashley Calhoun, Todd Davis, Jan Dekker, Toni Ensz, Richardson Fleuridor, Nancy Marsh,

Natasha Maryanow, Erica Murrietta, David Richey, Devinann Sherwood (ASG), Elaine Stamper, Kevin Woodard, Sheryl Young-Manning

**Absent**

Jim Chin, Michael Cole, Claudia Habib, Lois Parento, Ernest Pruneda (ASG), Ron Reimer,

**Visitors**

Veronica Cornel, Amber Fowler, Kristine Hodges, Tim Smith

1. CALL TO ORDER

 Meeting called to order at 3:06 p.m.

2. ROLL

 Roll sheet was circulated.

3. APPROVAL OF THE MINUTES OF February 25, 2016

Minutes approved as submitted.

4. INTRODUCTION OF VISITORS

5. OPEN FORUM

6. ARTICULATION OFFICER UPDATE/COMMENTS

7. CONSENT AGENDA

8. OLD BUSINESS

 A. SCIENCE DEPARTMENT

 Program Modification

 Biological Sciences AS

 Approved program modification with changes.

 B. BUSINESS DEPARTMENT

 1. Course Modification – effective spring 2017

 Office Technology 44 Filing Procedures Advisories

 2. New Course Proposal

 Economics 15 Real Estate Economics

 3. Distance Education Proposal – Hybrid & 100% online

 Economics 15 Real Estate Economics

 Committee members requested additional changes.

 Will see these again next week.

 C. 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

 Pulled by department.

 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

Natasha asked the committee if the committee is okay with the justifications having only one or two items listed.

Elaine Stamper said it would be artificial if faculty are required to select additional items just to have the required to have three items.

The committee will address what is required during the handbook revision for number of items that need to be listed.

 Approved new courses Plant Science 16, 17, and 18.

 Approved advisories for Plant Science 16, 17, and 18.

 Approved program modification.

9. NEW BUSINESS

 A. SCIENCE DEPARTMENT

 1. New Course Proposal

 Chemistry 30 Introductory Chemistry

 This is the exact same course as the existing Chemistry 3A course. The course is being proposed because the department wants to offer the lecture online and doesn’t want to risk articulation issues with the Chemistry 3A course by adding the online mode of delivery for the lecture.

 The department doesn’t want to split the course into two courses and have the same problems as Biology 10 and 10L.

 The course could be split into two courses and be corequisites of each other which means students would still be required to take both courses.

 Students taking this course cannot take Chemistry 3A or if they have taken Chemistry 3A they cannot take this course.

 2. Distance Education Proposal

 Chemistry 30 Introductory Chemistry

 Suggested the Two-Way Interactive Presentation mode of delivery may work for this Chemistry 3A.

 B. COUNSELING DEPARTMENT

 1. Course Modifications– **PROGRAM REVIEW**

1. Counseling 3A Understanding Transfer: California State University
2. Counseling 47 Learning Strategies

 Courses are being modified for program review.

 The topics for Counseling 3A are currently handled in workshops.

 May eventually add University of California to counseling 3A if needed. First generation students are most likely to need assistance with understanding transfer.

 2. Course Deletion

Counseling 3B Understanding Transfer: University of California

 Approved course deletion for Counseling 3B

 C. INDUSTRIAL TECHNOLOGY DEPARTMENT – **PROGRAM REVIEW**

 1. Course Modifications

1. Aviation Maintenance Technology 11 Basic Electricity, Propellers, and Human Factors
2. Aviation Maintenance Technology 11L Basic Electricity and Propellers Laboratory
3. Aviation Maintenance Technology 12 Materials & Processes, Electrical Systems, and Communication & Navigation Systems
4. Aviation Maintenance Technology 12L Materials & Processes, Electrical Systems, and Communication & Navigation Systems Laboratory
5. Aviation Maintenance Technology 13 Maintenance Publications, Mechanic Privileges and Limitations, hydraulics, Landing Gear, and Cabin Atmosphere Control Systems
6. Aviation Maintenance Technology 13L Maintenance Publications, Mechanic Privileges and Limitations, hydraulics, Landing Gear, and Cabin Atmosphere Control Systems Laboratory
7. Aviation Maintenance Technology 21 Unducted Fans, Auxiliary Power Units, Basic Physics, Assembly & Rigging, and Weight & Balance
8. Aviation Maintenance Technology 21L Unducted Fans, Auxiliary Power Units, Basic Physics, Assembly & Rigging, and Weight & Balance Laboratory
9. Aviation Maintenance Technology 22 Aircraft Composite Structures, Aircraft Wood Structures, and Welding
10. Aviation Maintenance Technology 22L Aircraft Composite Structures, Aircraft Wood Structures, and Welding Laboratory
11. Aviation Maintenance Technology 23 Aircraft Finishes, Aircraft Covering, Lubrication Systems, and Ignition & Starting Systems
12. Aviation Maintenance Technology 23L Aircraft Finishes, Aircraft Covering, Lubrication Systems, and Ignition & Starting Systems Laboratory
13. Aviation Maintenance Technology 31 Turbine Engines
14. Aviation Maintenance Technology 31L Turbine Engines Laboratory
15. Aviation Maintenance Technology 32 Aircraft Sheetmetal Structures, Aircraft & Engine Instruments, and Ice & Rain Protection
16. Aviation Maintenance Technology 32L Aircraft Sheetmetal Structures, Aircraft & Engine Instruments, and Ice & Rain Protection Laboratory
17. Aviation Maintenance Technology 33 Aircraft Reciprocating Engines
18. Aviation Maintenance Technology 33L Aircraft Reciprocating Engines Laboratory
19. Aviation Maintenance Technology 41 Aircraft & Engine Fuel Systems, Fuel Metering Systems, and Aircraft & Engine Fire Protection Systems
20. Aviation Maintenance Technology 41L Aircraft & Engine Fuel Systems, Fuel Metering Systems, and Aircraft & Engine Fire Protection Systems Laboratory
21. Aviation Maintenance Technology 42 Aircraft Drawings, Mathematics, Fluid Lines & Fittings, Airframe Inspection, and Cleaning & Corrosion Control.
22. Aviation Maintenance Technology 42L Aircraft Drawings, Mathematics, Fluid Lines & Fittings, Airframe Inspection, and Cleaning & Corrosion Control Laboratory
23. Aviation Maintenance Technology 43 Engine Exhaust, Induction, and Cooling Systems, Engine Electrical, Engine Inspection, and Ground Operations & Servicing
24. Aviation Maintenance Technology 43L Engine Exhaust, Induction, and Cooling Systems, Engine Electrical, Engine Inspection, and Ground Operations & Servicing Laboratory
25. Aviation Maintenance Technology 210 Aviation Maintenance Technology Standards Compliance

 These 24 courses make up the 2 year program.

 It was intended at the time the original four courses became 24 courses that Aviation Maintenance Technology 11, 11L, 12, 12L, 13, 13L be corequisites; Aviation Maintenance Technology 21, 21L, 22, 22L, 23, 23L be corequisites; Aviation Maintenance Technology 31, 31L, 32, 32L, 33, 33L be corequisites; and Aviation Maintenance Technology 41, 41L, 42, 42L, 43, 43L be corequisites.

 Students want to drop a single course which faculty object to because then the student’s program becomes longer than the two year program.

 If a student wants back in one course of the program it keeps someone else out.

 If a student fails one of the six courses a sequence David Richey said the student then needs to complete all of the sequence again.

 Ashley Calhoun said in the previous courses if a student failed a subject then the student was required to repeat the entire course – these modifications would be going back to how it used to be.

 This is an illegal repeat and is not allowed.

 David Richey said they were told this is how it had to be at the time these courses were created.

 Units need to be brought into compliance with the CCCCO Unit/Hour Matrix.

 David Richey said these were approved the last time around with the units. Natasha said they are now subject to a different compliance standard.

 Toni Ensz said that Jason did not want to do this but someone had told them they had to make the change.

 Jan Dekker said there is a struggle each semester with Admissions & Records getting students enrolled into the proper sections.

 Aviation Maintenance Technology 210 is for students who flunk one or more subject area of the 44 required subject areas. Students are able to make up the subject area.

 Will hear these modifications when Jason is available.

10. OTHER

 Pre-ECPC is tomorrow at 8:30 in CCI 208. Anyone who wants to attend is welcome.

 Richardson Fleuridor asked when Biology 5 should be brought through to be effective fall 2017.

 Biology 5 should be brought through this semester.

11. ADJOURNMENT

 Meeting adjourned at 4:41 p.m.