**Minutes**

**Present**

Ashley Calhoun, Michael Cole, Jan Dekker, Toni Ensz, Ann Fallon, Nancy Frampton, Pam Gilmore, Russell Hickey, Nancy Marsh, Natasha Maryanow, Ron Reimer, David Richey, Joshua Soderlund, Chris Spomer, Elaine Stamper, Michael van Wyhe, Barry Warmerdam, Sheryl Young-Manning

Absent

Jim Chin, Lore Dobusch, Michael White, ASG representative

Visitors

Randy Genera, Joseph Libby, Stacy McArron

1. **CALL TO ORDER**

 Meeting called to order at 3:15 p.m.

**2. ROLL**

**3. APPROVAL OF THE MINUTES OF FEBRUARY 13, 2014**

Minutes approved as corrected.

**4. INTRODUCTION OF VISITORS**

**5. OPEN FORUM**

Pam Gilmore emailed the chart Cheryl Hesse put together for the English sequence. Reedley College seems to be in compliance with Title 5 requirements with regards to the number of Stand Alone courses linked together by prerequisite/TOPs.

Pam Gilmore talked to George Sanchez about how degree audit applies English 125 and 126 to a degree. There is a credit test used which applies the first course taken to the degree. If both courses are taken at the same time the program uses a second credit test which determines the appropriate course to be counted.

It would be nice if the degree audit was in the Office of Instruction as the intent is not always what is programmed into the system.

Michael van Wyhe said there are also inconsistencies with how A&R interprets and applies the Academic Senate expectations.

**6. ARTICULATION OFFICER UPDATE/COMMENTS**

Stacy McArron is continuing to work on paperwork for TMCs and C-ID.

Cheryl Hesse reported the Sociology AA-T has been approved by the CCCCO. The Vice President of Instruction will forward to ACCJC for final review and approval.

**7. OLD BUSINESS**

 **A. COMPOSITION, LITERATURE & COMMUNICATION DEPARTMENT - PROGRAM REVIEW**

 **1. Course Modifications**

 **a. English 15E Creative Writing: Non-Fiction**

 **1) English 15E Prerequisites Review**

 **2) English 15E Distance Education Addendum Review**

Approved course modifications for English 15E.

Approved course prerequisites for English 15E.

 Reviewed distance education addendum for English 15E.

 **b. English 105 Grammar and Punctuation**

 **1) English 105 Distance Education Addendum Review**

Approved course modifications for English 105.

 Reviewed distance education addendum for English 105.

 **b. English 250 Basic Writing**

Approved course modifications for English 250.

 **d. English 252 Writing Improvement**

 **1) English 252 Writing Improvement Prerequisites Review**

Approved course modifications for English 252.

 Approved course prerequisites for English 252.

**8. NEW BUSINESS**

 **A. COMPOSITION, LITERATURE & COMMUNICATION DEPARTMENT - PROGRAM REVIEW**

 **1. Course Modifications**

 **a. English 46A English Literature to 1800**

 **1) English 46A Advisory change to Prerequisite**

 **b. English 46B English Literature from 1800 to the Present**

 **1) English 46B Advisory change to Prerequisite**

 **2) English 46B Distance Education Addendum Review**

 **B. FINE ARTS & SOCIAL SCIENCE DEPARTMENT**

 **1. Course Modifications**

 **a. History 12 History of the United States since 1877**

 **b. History 12H Honors History of the United States since 1877**

 **2. New Program Proposal**

 **Associate in Arts in History for Transfer Degree**

Randy Genera explained that Lore Dobusch said the TMC for history has been modified and we now can use additional social science courses in the degree which allows us to develop the History AA-T for Reedley College.

 Transfer degrees cannot be offered without the state Chancellor’s Office and ACCJC’s approval.

 **C. BUSINESS DEPARTMENT**

 **1. Course Modification**

 **Business Administration 15 Introduction to Management**

The catalog description for Business Administration 5 was incorrectly entered for Business Administration 15 during the program review modifications. This course modification is to correct the catalog description to what it was originally.

 **2. Program Modification**

 **Associate in Science in Business Administration for Transfer Degree**

Removing Business Administration 5 from the degree since it was denied for C-ID. C-ID requires English 1A as a prerequisite and the department does not want to add the prerequisite.

**D. HEALTH SCIENCES DEPARTMENT**

 **1. Course Modifications**

 **a. Child Development 7 Infant-Toddler Development and Care**

 **b. Child Development 7A Advanced Infant Toddler Development and Care**

 **c. Child Development 35 Working with Families and Children with Special Needs**

 **d. Child Development 40B Advanced Administration of Childhood Programs**

The Child Development modifications are to align with the statewide CAP and to align numbers with FCC.

**9. OTHER**

Pam Gilmore gave an update on what the Handbook Ad Hoc Committee has decided to do with the approval of the committee.

 Pam researched other colleges and found they use the Program and Course Approval Handbook (PCAH) as their handbook and create a curriculum manual.

10. ADJOURNMENT

 Adjourned at 4:17 p.m.