**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.