**Present**: ***Louie Giambattista,******Chair***; Christina Goff, Morgan Lynn, Michelle Mack, Aprill Nogarr, Jancy Rickman, Tue Rust, Penny Wilkins, Rikki Hall, Sally Montemayor Lenz, Nikki Moultrie, Ryan Pedersen, Eileen Valenzuela, Grace Villegas, Nancy Ybarra, and Shondra West (**Note taker**)

**Absent**: None

**Guest**: Paula Gunder and Coleen Ralston

Meeting called to order: 2:35pm Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**

**Consider offering alternate membership when committee members are unavailable to attend. A request to ask Academic Senate how to back-fill absences will**

1. **Approval of the Agenda**

**Action:** Approved with changes (M/S: Rickman/Lynn); unanimous

Move the ESL certificates program after new courses

Removed ENGL 095

**Approval of the Minutes: December 5, 2018**

**Action:** Approved (M/S: Lynn/Nogarr); unanimous

1. **Consent Agenda: minor changes**

**Action:** Approved (M/S: Mack/Rickman); unanimous

* PHIL-142 inactivation
* ETEC-058
* ETEC-059
1. **New courses**

**Third Reading:**

**KNACT-110**

**Action:** approved (M/S: Goff/Lynn); M. Mack abstain; motion carried

Textbook listed is an example. A module will be used to replace the physical textbook.

**KNACT-120**

**Action:** approved (M/S: Wilkins/Rickman); M. Lynn abstain; motion carried

**Prerequisite Action:** Approved (M/S: Rickman/Wilkins); unanimous

The sample assignments are different and tailored to the leveling of each classes.

**KNACT-130**

**Action:** approved (M/S: Rickman/Lynn); unanimous

**Prerequisite Action:** approved (M/S: Rickman/Wilkins); unanimous

**KNACT-140**

**Action:** approved (M/S: Goff/Mack); unanimous

**Prerequisite Action:** approved (M/S: Rickman/Goff); unanimous

The KNACT classes will be offered Spring 2020.

**First Reading:**

**ESLN-065W**

**Action:** approved (M/S: Lynn/Nogarr); unanimous

**ESLN-075W**

**Action:** approved (M/S: Mack/Rickman); unanimous

ESLN-075W will be offered in succession to ESLN-065W. ESLN-065W for 8 weeks and ESLN-075W the following 8 weeks. ESLN-075W is more advanced than 065W. A discussion was had about linking the courses together, whereas when students register for 65W they are automatically registered for 75W. The department will work with G. Villegas, Scheduling to set-up the registration parameters for 65W and 75W. ESL students require additional assistance with navigating the college registration system.

1. **Programs - College Skills Certificates**
2. **Certified PC Repair Technician - revision**

**Action:** approved (M/S: Morgan/Mack); unanimous

1. **Computer Science – Core competencies - revision**

**Action:** approved (M/S: Goff/Wilkins); unanimous

1. **Advanced English for Academic and Professional Advancement Skills - New**

**Action:** approved (M/S: Lynn/Mack); unanimous

Previous courses were added to the certificates to award students’ credit for taking previous or current classes.

1. **Intermediate English for College and career Success Skills - new**

**Action:** approved (M/S: Lynn/Rickman); unanimous

1. **Fundamental Writing Skills – Certificate of Competency) (non-credit) – New**

**Action:** approved (M/S: Goff/Mack); unanimous

1. **Substantive Change to Existing Course Outlines of Record and Pre/Co-requisite Form**

**CHEM-006**

**Prerequisite Action:** Tabled

**Change prerequisite eligibility**

The prerequisite was questioned - placement into Math 30. Starting 2020 all students will be eligible for Math 30. The concern regarding placement into Math 30 if the placement will encompasses a challenge exam since everyone is eligible for Math 30, therefore undermines the placement theory? Prerequisite will include Algebra one based CID requirements. However, the placement process is not governed by CID only whether students have met the prerequisite. The language on the COOR is to suffice the CID requirements only, whereas the local requirements how students are placed into Math 30 is a local decision without a test. A discussion was had regarding successful completion of one year of high school algebra vs. eligibility for transfer. When students satisfy algebra prerequisite at a minimum in high school one term below a “C” or took higher math bypassing Algebra which allows student to enter college science courses, however transfer schools will deny their admission as not meeting the requirement. S. Montemayor Lenz will look into algebra competency transfer requirements at the state level. It was determined if students demonstrate competency in an upper level course they are deemed eligible for meeting the lower level requirement. If there is no actual placement into Math 30; the prerequisite is misleading.

Prerequisite form option 8 selected; documentation is needed to confirm as meeting CSU requirement. Recommendation - change option to 4; use the interdisciplinary prerequisite form to demonstrate Math Department is aware of the requirement for Chemistry.

Recommendation to revise prerequisite statement: Successful completion of Math 25 or Math 29 or higher or one year of high school algebra with a “C” or better. The concern of the committee is recommending that course completion before taking Chem. It was shared students can challenge the prerequisite process via a departmental exam to bypass prerequisites. Concern shared regarding the prerequisite recommendation for lower-level CHEM.

**CHEM-007**

**Prerequisite Action:** tabled

**CHEM-025**

**Prerequisite Action:** tabled

**POLSC-043**

**Action:** Approved (M/S: Goff/Wilkins); unanimous

Morgan shared concerns with regards to the explanation of changes to the COOR.

**SPCH-150**

**Action:** Approved (M/S: Rickman/Rust); unanimous

**Chdev-050**

**Action:** Approved (M/S: Goff/Rust); unanimous

**ENGL-150**

**Action:** Approved (M/S: Goff/Rust); unanimous

1. **Online Supplement**

**SPCH-150**

**Action:** tabled

Extensive instructor substantive interaction is needed under each CSLO; “instructor will…”

**MUSIC-012**

**Action:** Approved (M/S: Wilkins/Rust); unanimous

Committee discussed meeting instructor interaction

**CHDEV-010**

**Action:** Approved (M/S: Wilkins/Rust); J. Rickman and M. Lynn abstain; motion carried majority

**Standing Items - Tabled**

1. Shared Governance Committee
2. Articulation
3. Teaching & Learning
4. Academic Senate

**Adjourned 4:28 pm**