REDWOODS COMMUNITY COLLEGE DISTRICT
Meeting of the
Academic Standards and Policies Committee

- 7351 Tompkins Hill Road, Eureka, FM 110 (Associate Faculty Workspace)
- Fort Bragg: 440 Alger St (Fine Woodworking)
Friday, September 26, 2014
3 PM

MINUTES

Members Present: Connie Wolfsen, Mike Peterson, Sally Urban, Karen Reiss, Laura Mays (by phone)
Members Absent: Keith Snow-Flamer

1. Call to Order: Chair Connie Wolfsen called the meeting to order at 3:05 pm.

2. Introductions and Public Comment: Chair Wolfsen welcomed everyone, members introduced themselves, and there were no comments to forward.

3. Discussion Items: Connie Wolfsen presented the current, in-progress document for AP 4020 Program and Course Development. Committee members read through and carefully edited sections for content. There were two matters that made it necessary to table completion of this procedure until further research: 1) what are the procedures for noncredit and not-for-credit course development, and 2) where are Program Review procedures found in policies and should they be included in this procedure?

4. Announcements/Open Forum: Forum rooms 110-112 are not sufficient rooms for ASPC meetings. There are many noisy machines and the tables where the phone can be used aren’t suitable for writing comfortably; a request was made to attempt to find a more suitable room for future meetings.

5. Adjournment: On a motion by Mike Peterson, seconded by Karen Reiss, the meeting was adjourned at 4:50 pm.

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Next Meeting
October 10, 2014