Members Present: Michelle Haggerty, Steve Jackson, Paul Kinsey, Karen Reiss, Garth Johnson

Also Present: Connie Carlson

1. Chair Michelle Haggerty called the meeting to order at 9:22 a.m.

2. Michelle welcomed committee members, and she called for public comments: no public comments were offered.

3. Approve the September 13, 2013 Meeting Minutes: On motion by Karen Reiss, seconded by Garth Johnson, the minutes were approved.

4. Action Items

   4.1 Review and Make Recommendations on Equivalency to the Minimum Qualifications Applications:

       • Julie Raich - ESL – After reviewing the application, the committee requires more information about having the equivalent classes for a TESOL certificate; a more focused argument is needed. Michelle will provide input to Julie and Erin on the issues.

   4.2 Review and Make Recommendations on Emergency Equivalency to the Minimum Qualifications Applications: There were none at this time.

   4.3 Review and Make Recommendations on Minimum Qualifications Applications:

       • Taylor Breitzman – Athletic Training: The committee agreed that the applicant meets the minimum qualifications for the discipline.

       • Michal Clark – Non Credit ESL: The committee is sending this back as there needs to be an equivalency submitted for the TESL certificate.

       • Alison Stull - Nursing: The committee agreed that the applicant meets the minimum qualifications for the discipline.
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- Chris Vicory – Athletic Training: The committee agreed that the applicant meets the minimum qualifications for the discipline

- Chris Vicory – Recreation Administration: The committee agreed that the applicant meets the minimum qualifications for the discipline.

5. Discussion: The committee reviewed the Academic Senate Bylaws for Committees – specifically for the Faculty Qualifications Committee. Clarification was requested about the wording on substitutions, but otherwise the committee was fine with the document.

6. Announcements/Open Forum - none

7. Adjournment: On motion by Garth Johnson, seconded by Karen Reiss, the meeting was adjourned at 9:58 a.m.

Respectfully submitted by Debbie Williams, Administrative Office Assistant to the Academic Senate using meeting notes taken by Connie Carlson.