Members Present: Michelle Haggerty, Steve Jackson, Garth Johnson, Paul Kinsey, Karen Reiss, Keith Snow-Flamer

Also Present: Connie Carlson

1. Chair Michelle Haggerty called the meeting to order at 9:07 a.m.

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

3. Approve the October 25, 2013 Meeting Minutes: On motion by Paul Kinsey, seconded by Garth Johnson, the minutes were approved.

4. Action Items

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

- Amy Hovart – Biological Sciences – The committee reviewed the application and the equivalency argument. The attached SME statement did not support an equivalency in Biological Sciences. The committee concurred and no equivalency was recommended.

- Aleta Sauer – Business – The committee reviewed the application, equivalency argument and statement from the SME. The committee concurred that an equivalency argument was not made and therefore no equivalency was recommended.

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:

- Terry Compton – English: The committee agreed that the applicant meets the minimum qualifications for the discipline.
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- Michal Clark – Non Credit ESL: The committee agreed that the applicant meets the minimum qualifications, with the additional information provided, for the discipline.

- Christopher Cooper – Library Science: The committee agreed that the applicant meets the minimum qualifications for the discipline.

5. Announcements/Open Forum – Michelle Haggerty, Paul Kinsey and Garth Johnson will be out of town on November 22nd so there will be no meeting. The Faculty Qualifications Committee will meet December 13th and on January 17, 2014 and then resume their regular schedule. The Academic Senate has appointed Kerry Mayer to replace Garth Johnson on the Faculty Qualifications Committee.

6. Adjournment: On motion by Paul Kinsey, seconded by Steve Jackson, the meeting was adjourned at 9:50 a.m.

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