Members Present: Michelle Haggerty, Steve Jackson, Paul Kinsey, Kerry Mayer

Also Present: Connie Carlson

1. Chair Michelle Haggerty called the meeting to order at 9:14 a.m.

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

3. Approve the December 13, 2013 Meeting Minutes: On motion by Paul Kinsey, seconded by Stephen Jackson, the minutes were approved.

4. Action Items

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

   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:

       • Stephen Burbank - Accounting: The committee agreed that the applicant meets the minimum qualifications for the discipline.

       • Joan Hirschfeld - Counseling: The committee agreed that the applicant meets the minimum qualifications for the discipline.

       • Suzanne Lussier - Art: The committee agreed that the applicant meets the minimum qualifications for the discipline.

       • Lonnie Reyman – Administration of Justice: The committee agreed that the applicant meets the minimum qualifications for the discipline.
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5. Announcements/Open Forum – SME training is scheduled for January 31, 2014 at 9:00 a.m. Steve will talk to Math about who will be the SME. The next meeting will be February 28, 2014.

6. Adjournment: On motion by Kerry Mayer, seconded by Paul Kinsey, the meeting was adjourned at 9:32 a.m.

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