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

Also Present: Connie Carlson, Julia Peterson

1. Chair Michelle Haggerty called the meeting to order at 9:12 a.m.

2. Michelle welcomed committee members, and she called for public comments: None

3. Approve the September 26, 2014 Meeting Minutes: On motion by Kerry Mayer, seconded by Karen Reiss, the minutes were approved.

4. Action Items

4.1 Review and Make Recommendations on Equivalency to the Minimum Qualifications Applications: None

4.2 Review and Make Recommendations on Emergency Equivalency to the Minimum Qualifications Applications: - None

4.3 Review and Make Recommendations on Minimum Qualifications Applications:

   • Nanette Barker – Special Education: The committee agreed that the applicant meets the minimum qualifications for the discipline.

   • Frank Borba – Coaching: The committee agreed that the applicant meets the minimum qualifications for the discipline.

   • Gina Campbell - Librarian: The committee agreed that the applicant meets the minimum qualifications for the discipline.

   • Raynell Tindall – Dental Assisting: The committee agreed that the applicant meets the minimum qualifications for the discipline.

4.4 Noncredit Qualification Review: The committee discussed the minimum qualifications requirements for non-credit classes. It was noted that as stated in the Minimum Qualifications for Faculty and Administrators for California Community
Colleges guide that “Except as provided elsewhere in this article, the minimum qualifications for service as a faculty member teaching a noncredit course shall be the same as the minimum qualifications for credit instruction in the appropriate discipline, or as follows:” – Mathematics has chosen to go with the requirement for credit classes for noncredit math classes. Julia spoke about the difficulty at locations of finding qualified applicants (with master’s degrees) to teach the noncredit classes. She added that many K12 faculty have credentials for working with very low level learners. The committee suggested that Michelle attend division meetings to provide information about minimum qualifications for noncredit and to bring the faculty into the curriculum process for noncredit classes.

5. Announcements/Open Forum – No meeting on October 24, 2014.

6. Adjournment: On motion by Kerry Mayer, seconded by Steve Jackson, 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.