

ADOPTED
MINUTES
VICTOR VALLEY COLLEGE

OCTOBER 8, 2015

2:45PM

1. CALL TO ORDER

The meeting was called to order at 2:52 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT: Debra Blanchard, Chairperson, Richard Cerreto, Patty Golder, Lisa Harvey, Leslie Huiner, Pamela James, Greg Jones, Scott Jones, Jackie Stahlke, Christa White,

GUESTS: Malia Carpenter

2. ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA:

Scott Jones announced the number change for agenda items 6.1 and 6.2. Course changed from FIRE 63 to FIRE 63A, and is already listed this way in CurricUNET.

3. ANNOUNCEMENT COURSE DEVELOPERS MAY COMMENT OR EXPLAIN AGENDA ITEMS.

4. MINUTES:

It was MSC (R. Cerreto/P. James, 9-0) to approve as presented the minutes of October 8, 2015.

5. CONSENT AGENDA: None

**6. ACTION ITEMS
COURSES**

6.1 FIRE 63A Auto Extrication

It was MSC (L. Huiner/L. Harvey, 9-0) to approve FIRE 63A Auto Extrication as a new course.

6.2 FIRE 63A Auto Extrication

It was MSC (S. Jones/C. White, 9-0) to approve distance education as a method of instruction for FIRE 63A Auto Extrication.

7. PRESENTATION

7.1 Chairperson, Debra Blanchard, shared the presentation "Determining Class Size." Appropriate class size is critical to student success. It is important that the class size is included on the COR under "Maximum Class Size".

8. INFORMATION/DISCUSSION

8.1 Repeating course numbers: Faculty are encouraged to not reuse old course numbers.

8.2 Notification from Dr. Regino to faculty regarding course updates and the impact on degrees and/or certificates: When courses are updated and the changes impact degrees and/or certificates (i.e. unit changes), Dr. Regino has advised faculty that the corresponding degrees and certificates must be updated at the same time. Debby Blanchard has also asked Dr. Regino to send out to all faculty the list of certificates that are missing from CurricUNET.

9. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

10. ADJOURNMENT

The meeting was adjourned at 4:10pm.

Respectfully submitted,

Debra Blanchard
Chairperson