

ADOPTED
MINUTES
VICTOR VALLEY COLLEGE

OCTOBER 30, 2014

2:45PM

1. CALL TO ORDER

The meeting was called to order at 2:50 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT: Debra Blanchard, Chairperson, Richard Cerreto, Patty Golder, Leslie Huiner, Pamela James, Mike McCracken, John Sweet, Alice Ramming

MEMBERS ABSENT: Lisa Harvey, Scott Jones

GUESTS: Steve Toner, Ruby Wikstrom

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

Add to courses PAL 100 as items 6.14, 6.15, 6.16; PAL 102 as items 6.17, 6.18, 6.19; PAL 103 as items 6.20, 6.21, 6.22; PAL 201 as items 6.23, 6.24 and 6.25.

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

4. MINUTES:

It was MSC (McCracken/James, 7-0) to approve as presented the minutes of October 9, 2014.

5. CONSENT AGENDA: None

6. ACTION ITEMS

It was MSC (McCracken/Golder, 7-0) to move tabled agenda item 6.13 before item 6.1.

TABLED COURSES (10/23/14)

6.13 MATH 66 Pre-College Mathematics

It was MSC (Cerreto/McCracken, 7-0) to approve as corrected prerequisites Placement by VVC assessment test or a 'B' or better in both semesters of a high school Algebra 2 course for MATH 66 Pre-College Mathematics.

COURSES

6.1 BADM 144 Business Communications

It was MSC (Golder/James, 7-0) to approve the course update for BADM 144 Business Communications.

6.2 BADM 144 Business Communications

It was MSC (Cerreto/Sweet, 7-0) to approve distance education as a method of instruction for BADM 144 Business Communications.

6.3 FIRE 101 Fire Service Operations

It was MSC (Sweet/Cerreto, 7-0) to approve the course update for FIRE 101 Fire Service Operations.

6.4 FIRE 101 Fire Service Operations

It was MSC (Huiner/Ramming, 7-0) to approve distance education as a method of instruction for FIRE 101 Fire Service Operations.

6.5 FIRE 107 Fire Investigation

It was MSC (Cerreto/James, 7-0) to approve the course update for FIRE 107 Fire Investigation.

- 6.6 FIRE 107 Fire Investigation**
It was MSC (James/McCracken, 7-0) to approve distance education as a method of instruction for FIRE 107 Fire Investigation.
- 6.7 FIRE 108 Fire Hydraulics**
It was MSC (Golder/Huiner, 7-0) to approve the course update for FIRE 108 Fire Hydraulics.
- 6.8 FIRE 108 Fire Hydraulics**
It was MSC (Sweet/James, 7-0) to approve distance education as a method of instruction for FIRE 108 Fire Hydraulics.
- 6.9 FIRE 40A Firefighter Physical Agility Entrance Exam Techniques**
It was MSC (Golder/Ramming, 7-0) to approve the course update for FIRE 40A Firefighter Physical Agility Entrance Exam Techniques.
- 6.10 FIRE 40A Firefighter Physical Agility Entrance Exam Techniques**
It was MSC (Sweet/Golder, 7-0) to approve as a co-requisite FIRE 95 (Health/Safety purposes) for FIRE 40A Firefighter Physical Agility Entrance Exam Techniques.
- 6.11 FIRE 53 Hazardous Materials First Responder Operational Decontamination**
It was MSC (Cerreto/Sweet, 7-0) to approve the course update FIRE 53 Hazardous Materials First Responder Operational Decontamination.
- 6.12 FIRE 53 Hazardous Materials First Responder Operational Decontamination**
It was MSC (Cerreto/Golder, 7-0) to approve as a prerequisite FIRE 82A (Health/Safety purposes) for FIRE 53 Hazardous Materials First Responder Operational Decontamination.
- 6.13 (Moved ahead of item 6.1)**
- 6.14 PAL 100 Introduction to Paralegal Studies (formerly POLS 130)**
It was MSC (Huiner/McCracken, 7-0) to approve the course update for PAL 100 Introduction to Paralegal Studies (formerly POLS 130).
- 6.15 PAL 100 Introduction to Paralegal Studies**
It was MSC (Huiner/Cerreto, 7-0) to approve as a prerequisite ENGL 101.0 or ENGL H101 for PAL 100 Introduction to Paralegal Studies (formerly POLS 130).
- 6.16 PAL 100 Introduction to Paralegal Studies**
It was MSC (James/Sweet, 7-0) to approve distance education as a method of instruction for PAL 100 Introduction to Paralegal Studies (formerly POLS 130).
- 6.17 PAL 102 Beginning Legal Research for Paralegals**
It was MSC (Cerreto/Golder, 7-0) to approve the course update for PAL 102 Beginning Legal Research for Paralegals
- 6.18 PAL 102 Beginning Legal Research for Paralegals**
It was MSC (McCracken/Sweet, 7-0) to approve as a co-requisite PAL 100 for PAL 102 Beginning Legal Research for Paralegals.
- 6.19 PAL 102 Beginning Legal Research for Paralegals**
It was MSC (McCracken/Sweet, 7-0) to approve distance education as a method of instruction for PAL 102 Beginning Legal Research for Paralegals.
- 6.20 PAL 103 Beginning Legal Writing (formerly POLS 136)**
It was MSC (Golder/Cerreto) to approve the course update for PAL 103 Beginning Legal Writing (formerly POLS 136).

- 6.21 PAL 103 Beginning Legal Writing (formerly POLS 136)**
It was MSC (Cerreto/Huiner, 7-0) to approve as a co-requisite PAL 102 for PAL 103 Beginning Legal Writing (formerly POLS 136).
- 6.22 PAL 103 Beginning Legal Writing (formerly POLS 136)**
It was MSC (Huiner/Cerreto, 7-0) to approve distance education as a method of instruction for PAL 103 Beginning Legal Writing (formerly POLS 136).
- 6.23 PAL 201 Fundamentals of Litigation for Paralegals**
It was MSC (Golder/James, 7-0) to approve the course update for PAL 201 Fundamentals of Litigation for Paralegals.
- 6.24 PAL 201 Fundamentals of Litigation for Paralegals**
It was MSC (Cerreto/Golder, 7-0) to approve as a prerequisite PAL 103 for PAL 201 Fundamentals of Litigation for Paralegals.
- 6.25 PAL 201 Fundamentals of Litigation for Paralegals**
It was MSC (Cerreto/Sweet, 7-0) to approve distance education as a method of instruction for PAL 201 Fundamentals of Litigation for Paralegals.

7. INFORMATION/DISCUSSION

After discussion regarding the prerequisites/co-requisites validation process, it was suggested that a sub-committee be formed to develop recommendations to verify prerequisites/co-requisites are being properly validated in accordance with Title 5 standards.

8. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

9. ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson