I. CALL TO ORDER

II. ADOPTION OF AGENDA

III. APPROVAL OF MINUTES
   A. December 8, 2015 (attachment)

   Duncan motioned approval 5-0-0

IV. ARTICULATION/CURRICULUM
   A. Senate Report – Meyer

      Asked that 2 items be put on the agenda for meeting next Tuesday.

   B. Distance Education Coordinator, Report – Pucay

      Duncan: We are sending OEI standards that were adopted, sending them to Senate for their approval. It will affect this committee in terms of setting some standards for turnaround times for contact. Some of those things in those standards should be reflected in DE addendum. Can use those to inform Distance Ed addendum. You can use this rubric and it will determine whether or not is accepted by the statewide chair. It’s a real sharing of courses. Advantageous for students in other places where geographic location is an issue, it will help rural students. The institution that offers the class will get the FTE for it. Even if a student only takes two classes here, but then completes their degree through another school, we receive credit for the degree.

   C. Non-credit courses – Meyer

      Meyer: We have had our first course approved by the state for non-credit. MA 501 Introduction to Healthcare Professions. Assignments required in class, because you cannot require outside assignments. Duncan: The engineering pathways that EVC has submitted, has a lab component. Lot of discussion regarding load and noncredit. Maybe each campus will have a non-credit coordinator. There are many questions. The intake is different for noncredit than credit students. Meyer: Perhaps loaded as lecture, because courses will involve out of class correcting of homework assignments.

V. NEW DISCUSSION/ACTION
   A. Course Revision Proposals

      1. DENT 162: Intermediate Dental Assisting 2–1.5 units

         Proposed changes/revisions: Catalog description, short schedule description, units, lecture content, student learning outcomes, methods of evaluation, textbook updated, and homework. Effective Fall 2017.
All in favor to approve 162—yes

2. DENT 164: Dental Office Administration - 1.0 Unit
   Proposed changes/revisions: Title change, catalog description, short schedule description, units, lab content, student learning outcomes, methods of evaluation, textbook updated, and removal of materials fee. Effective Fall 2017.

All in favor to approve and prereqs 164—yes

3. DENT 165: Advanced Dental Assisting 1 – 1.0 Unit

All in favor to approve 165—yes

B. Program Revision Proposals

1. Dental Assisting—Associate in Science
   Proposed changes/revisions: DENT 162, 164, and 165 unit changes. Total major units decreased to 35.0 units.

2. Dental Assisting—Certificate of achievement—Level 3
   Proposed changes/revisions: DENT 162, 264, 165 unit changes. Total units for Certificate of Achievement increased to 32.0 units.

Duncan/Sola 7-0-1 Degrees approved

VI. ADJOURNMENT

Meeting adjourned at 4:03pm.

VII. ORDER OF DISCUSSION

- 2:15 ITEM IV
- 3:15 DENT 162
- 3:25 DENT 164
- 3:35 DENT 165
- 3:45 Dental Assisting—Associate in Science
- 4:00 Dental Assisting—Certificate of Achievement—Level 3