Chairperson: Ron Picard
Vice Chairperson: Richard Gard
Note Taker: Amy Lenoce


Agenda Items:

1. approval of 3-28-13 minutes
2. vote for designation of section B competencies

Agenda Item: Approval of 3-28-13 meeting minutes

Presenter- Ron Picard.
Motion- Accept 3-28-13 meeting minutes as written
   1st Jim Pronovost
   2nd Alex Zozulin
Discussion- none
Vote- Yea- Sandra Eddy, Jaime Hammond, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward, Alex Zozulin
   Abstentions: Amy Lenoce, Katie Lozo
   Not Present/ not voting members: Richard Gard, Ed Clancy, Sam Johnson

Agenda Item: Designation of Section B Competencies

Presenter- Ron Picard
Discussion- Which competencies should be designated as Section B competencies?

Information Literacy/Continuing Learning was tagged by many other CCC’s as one of the designated courses. For NVCC CSA 105 would be a primary course that would fulfill this competency. As an embedded competency, students will have to take many courses to complete it. The fewer embedded courses the better, as the Registrar’s Office will have to track all these elements to award degrees.

If Critical Analysis is embedded students will be able to take it in many classes.

We could vote based on which competency will have more courses for students to choose between to fulfill the embedded competency, thus making the job easier or the Registrars office and for programs.
Discussion that our vote should be one that brings consistency with the CONSCU core and provides ease of transfer for students.

**Motion**- Accept Information Literacy/Continuing Learning as a designated competency in section B and Critical Analysis as the embedded competency.

1st Jaime Hammond  
2nd Sandra Eddy  

**Vote**- Yea- Sandra Eddy, Richard Gard, Jaime Hammond, Kathryn Lozo, Amy Lenoce, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward, Alex Zozulin  
Nay- None  
Abstentions: None

**Motion**- Accept Oral Communication In English as a designated competency in section B.

1st Sandra Eddy  
2nd Amy Lenoce

**Vote**- Yea- Sandra Eddy, Richard Gard, Jaime Hammond, Kathryn Lozo, Amy Lenoce, Mirvet Muca, Ron Picard, Jim Pronovost, Joe Ward, Alex Zozulin  
Nay- None  
Abstentions: None

**Discussion:** Who is presenting review of applications for a competency at the April 11, 2012 meeting?  
Amy Lenoce volunteered to present the Oral Communication course applications.

**Discussion:** Need for a template letter to send to chairs/coordinators/faculty who submit applications that are rejected by the competency leader. Ron will draft a letter. Each letter should be personalized to have competency chair as contact person … or we can send TAPS to CAPPS for assistance (thanks Sam!!).

Motion to Adjourn made by Katie Lozo  
Adjourned: 1:50 pm  
Next Meeting- 04/11/13  K713